

## **INVITATION TO BID**

**NOTICE** is hereby given that sealed bids for “**Landscape / Grounds Maintenance Service**” will be received by the Administrative Assistant to the Executive Director of the Housing Authority of the City of Passaic at the Administrative Office located at 52 Aspen Place, Passaic, New Jersey, 07055 on **Thursday, January 26, 2023 at 11:00 a.m.**

A Voluntary Pre-Bid Conference will be held on **Tuesday, January 17, 2023 at 10:30 a.m.** in the Conference Room of the Administrative Offices of the Authority. The purpose of this meeting is for all interested parties to familiarize themselves with the facilities to be serviced so that a more accurate bid proposal may be submitted.

Bidding documents, including specifications, may be obtained on the Passaic Housing Authority web site: **www.passaichousing.org** or at the Administration Building, 52 Aspen Place, Passaic, New Jersey 07055 or by contacting the Administrative Offices at (973) 365-6330.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 (Affirmative Action Program, Equal Employment Opportunity).

These bids are being solicited through a Fair and Open process in accordance with N.J.S.A. 19:44A-20.4 et seq.

The successful bidder shall be required to comply with all of the provisions of New Jersey prevailing wage rates, as determined by the New Jersey Department of Labor and Industry.

Bidders must be authorized to do business in New Jersey. Any Bidder which is a corporation not chartered under the laws of the State of New Jersey must submit an affidavit certifying that said corporation is authorized to do business in the State of New Jersey. Bidders are required to comply with the requirements of Public Law 1975, c.127 which pertains to “Non-Discrimination” and “Affirmative Action”, and Public Law 1977, c.33, which requires a Statement of Corporate Ownership. The provisions of Affirmative Action Program, (AAP) and Minority Business Enterprise (MBE) are incorporated herein. Full requirements of the programs may be obtained with the bid documents.

All bids must be enclosed in a properly sealed envelope bearing on the outside the name of the bidder, endorsed and addressed to the Housing Authority of the City of Passaic, 52 Aspen Place, Passaic, NJ 07055, Attn: Haydee Capellan and the title of the bid contained therein clearly marked “**SEALED BID- LANDSCAPING / GROUNDS MAINTENANCE SERVICE- JANUARY 26, 2020 AT 11:00 a.m.**”

No bid shall be withdrawn for a period of sixty (60) days subsequent to the date of the bid without the consent of the Authority.

The Authority reserves the right to reject any and all bids and to waive any informalities in bidding.

**Date: December 29, 2022**

**By: Pamela Mitchell  
Executive Director**