

BERGEN COMMUNITY COLLEGE
400 PARAMUS ROAD
PARAMUS, NJ 07652
Request for Bids
For
Supplies for Biology and Science
Public Bid No. P-2343

NOTICE TO BIDDERS

PUBLIC NOTICE is hereby given that SEALED BIDS for **Supplies for Biology and Science, Public Bid No. P-2343**, will be received at the Office of the Director of Purchasing and Services, Bergen Community College ("College"), Pitkin Education Center, 400 Paramus Road, Paramus, New Jersey until **11:00 A.M. local time, Tuesday, August 31, 2021**, Room # A-231 at which time they will be publicly opened and read aloud.

A complete set of Bid Documents may be obtained by registering on the College's website at www.bergen.edu/community/purchasing/current-vendor-opportunities.

BIDDER IS REQUIRED TO COMPLY WITH THE REQUIREMENTS OF N.J.S.A. 10:5-31 et seq. AND N.J.A.C. 17:27-1 et seq., AND MUST SUBMIT FORM NO. 00810C, "Equal Employment Opportunities Response Sheet for General Service Contracts" WITH ITS BID. BIDDER MUST SUBMIT A COPY OF ITS BUSINESS REGISTRATION CERTIFICATE ISSUED BY NEW JERSEY DEPARTMENT OF TREASURY PURSUANT TO N.J.S.A. 52:32-44. ALL BUSINESS ORGANIZATIONS THAT CONDUCT BUSINESS WITH A NEW JERSEY GOVERNMENT AGENCY ARE REQUIRED TO BE REGISTERED WITH THE NEW JERSEY DEPARTMENT OF TREASURY. THEREFORE, BIDDER MUST SUBMIT THE BUSINESS REGISTRATION CERTIFICATE FOR ITSELF AND ANY SUBCONTRACTORS PRIOR TO THE AWARD OF A CONTRACT BY THE COLLEGE AS PROOF THAT, AT THE TIME OF THE BID, BIDDER AND ANY SUBCONTRACTORS WERE REGISTERED WITH THE NEW JERSEY DEPARTMENT OF TREASURY, DIVISION OF REVENUE.

Except as expressly provided in the Bid Documents, bids must be made upon and in accordance with the forms provided in the Bid Documents. No bids will be received after the time and date specified above, and no bidder may withdraw its bid within sixty (60) days after bid opening.

The College reserves the right, pursuant to applicable law, to waive any informalities in the bid or to reject any or all bids.

Bid envelopes must be marked with Public Bid No. P-2343 and indicate "Sealed Bid" in the lower left-hand corner.

DATE: August 9, 2021

For Bergen Community College:
B. Golden, Director Purchasing and Services

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Bid Documents or Bid Specifications – means the Request for Bids for **Biology and Science Supplies, Public Bid No. P-2343**, including the Notice to Bidders; Section A - Instructions for Bidders and Bidder's Checklist; Section B – Special Provisions; Section C - Bid Forms/Submission Requirements; and Section D - Bid List.

1. DESCRIPTION OF GOODS AND/OR SERVICES. Bergen Community College (the "College") is soliciting bids for the following:

Biology and Science Supplies - as more particularly described on the Bid Sheet (Form 00300) at Section C, and on Bid List at Section D of the Bid Documents. Any award under Section D shall be made to the lowest, responsible bidder for each line item.

2. BID SUBMISSION; DATE AND PLACE OF OPENING BIDS. Sealed bids for this solicitation will be received by the College at the Office of the Director of Purchasing and Services, Bergen Community College, 400 Paramus Road, Paramus New Jersey, Room No. – A-231, **until 11:00 A.M. local time on Tuesday, August 31, 2021.** An **original and copy** of each bid shall be submitted in a sealed envelope marked in the lower left corner with the words: "Bid No. P-2343," and "Sealed Bid." The College and its staff shall be absolved of all responsibility for the premature opening of any bid not so marked. As to bids that are not hand-delivered to Room No. A-231, risk of non-delivery is the sole responsibility of the bidder.

3. QUESTIONS REGARDING BID SPECIFICATIONS. All questions related to Bid Specifications and requirements should be directed, in writing, via e-mail: purchasing@bergen.edu :

Stephanie Weise, Asst. Dir.
Purchasing and Services
Bergen Community College
400 Paramus Road
Paramus, NJ 07652

The deadline to submit questions in writing to the above is **Wednesday, August 18th by 12 noon.**