

**BERGEN COMMUNITY COLLEGE
400 PARAMUS ROAD
PARAMUS, NEW JERSEY 07652
REQUEST FOR PROPOSAL
ADVERTISING AGENCY SERVICES
RFP# R-106**

PUBLIC NOTICE



Request for Proposals

Notice is hereby given that Bergen Community College (the "College") is requesting Proposals for **Advertising Agency Services** ("RFP No. R-106") or "Request for Proposals". Copies of the Request for Proposals are available by registering on the College's website at www.bergen.edu. Select "Vendor Opportunities" on the home page.

Proposals will be received by the office of the Director of Purchasing and Services, Bergen Community College, 400 Paramus Road, Paramus, Second Floor, Room **A-205E** New Jersey 07652, until **10:00 A.M.** local time, **Friday, March 28, 2025**, at which time the Proposals received will be publicly opened. Purchasing Department staff will be available to collect proposals beginning at 9:30 A.M. on the due date. Proposals must be submitted in a sealed envelope with the words, "RFP No. R-106 for Advertising Agency Services," clearly marked on the outside of the envelope. Proposals may not be faxed or transmitted over the telephone.

The College assumes no responsibility for delays in any form of carrier, mail or delivery service causing any Proposal to be received by the Purchasing Department later than the scheduled deadline for delivery of proposals.

Nothing herein is intended to exclude any responsible firm or in any way restrain or restrict competition. All responsible firms are encouraged to submit Proposals.

The Board of Trustees of the College reserves the right, subject to applicable law, to accept or reject any or all Proposals submitted in the best interest of the College, and to waive any informalities in any Proposal, in the best interest of the College. Proposers are 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. No proposer may withdraw its Proposal within sixty (60) days after Proposals are received and opened by the College.

If a contract is awarded, such award will be made, as applicable law requires, through a formal Resolution of the Board of Trustees. Proposals are solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.

For Bergen Community College
S. Weise, Director
Purchasing & Services

Dated: March 7, 2025