

**NOTICE OF PROPOSAL
CITY OF PASSAIC**

Sealed Proposals will be received on **Wednesday, November 30, 2016 @ 10:45 A.M.** prevailing time in the Purchasing Conference Room, Second Floor, Room 203, 330 Passaic Street, Passaic, New Jersey and then publicly opened and read aloud for the following:

GRANTS CONSULTANT

Copies of the RFP are on file and open to public inspection at City Hall, 330 Passaic Street, 2nd Floor, Division of Purchasing, Passaic, New Jersey.

Each proposal must be enclosed in a sealed envelope, bearing the name and address of the bidder and must be addressed and delivered to the City of Passaic, Division of Purchasing, Attn: Doris Dudek, Director of Purchasing; bearing the name and address of the bidder written on the face of the envelope. Proposal must be endorsed: **Grants Consultant.**

This proposal is being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et. seq.

The City of Passaic is only responsible for forwarding addendums or clarifications to those prospective bidders who obtained specifications directly from the City of Passaic, Division of Purchasing or to those who have put the City of Passaic, Division of Purchasing on notice as having received the specification.

Bidders must be registered with the Division of Revenue, State of New Jersey for a Business Registration Certificate at the time of contract award.

Bidders are required to comply with the requirement of N.J.S.A. 10:5-31 et. seq. and N.J.A.C. 17:27.

**DORIS DUDEK, R.P.P.O., QPA
DIRECTOR OF PURCHASING**