

FORMAL QUOTATION REQUEST

**FURNISH AND DELIVER
MISCELLANEOUS PARTS
FOR TYPE I I LA-EDI CLARIFIER AS
MANUFACTURED BY ENVIRODYNE SYSTEMS INC.
OR EQUIVALENT**

LINDEN ROSELLE SEWERAGE AUTHORITY
5005 SOUTH WOOD AVENUE
P.O. BOX 4118
LINDEN, N.J. 07036

QUOTE OPENING DATE/TIME: MARCH 15, 2019 at 10 AM

**UNDER A FAIR AND OPEN PROCESS IN ACCORDANCE WITH
N.J.S.A. 19:44A-20.4 et seq.**

**THE LINDEN ROSELLE SEWERAGE AUTHORITY
FORMAL QUOTATION REQUEST**

Notice is hereby given that SEALED QUOTATIONS will be received by the Executive Director of the Linden Roselle Sewerage Authority in the Administrative Office, 5005 South Wood Avenue, P.O. Box 4118, Linden, New Jersey 07036, until 10 a.m. prevailing time, on March 15, 2019 at which time and place Formal Quotation Request (FQR) submittals will be opened and read in public for:

Furnish And Deliver Miscellaneous Parts For Type I I La-Edi Clarifier As Manufactured
By Envirodyne Systems Inc. Or Equivalent

FQR specifications may be downloaded directly from our website at the following web address: <http://www.lrsanj.org>. They can also be obtained at the Office of the Linden Roselle Sewerage Authority, 5005 South Wood Avenue, Linden, New Jersey during regular business hours, 8:30 a.m. until 4:00 p.m. Anyone who downloads the FQR from the Authority's website is requested to notify and register their name via email to mrichers@lrsanj.org so they can be notified in the event of any addenda issued.

Quotes shall be submitted by the respondents enclosed in a sealed envelope, bearing the name of the respondent and clearly labeled "Formal Quote Request" on the outside of the envelope. Respondent is solely responsible for the timely delivery of the quote proposal and no responses shall be considered which are presented after the date and time of the public opening as stated above.

The quote will be awarded through a "Fair and Open" process pursuant to N.J.S.A. 19:44A-20.4 et seq. The quote shall be awarded to the lowest cost proposal received whose product meets the Authority's requirements.

March 5, 2019

Mary Richers
Purchasing Manager

BACKGROUND

The Linden Roselle Sewerage Authority is issuing this Formal Quote Request to procure replacement parts as listed on page 3 for the Type I I LA-EDI Clarifier As Manufactured By Envirodyne Systems Inc. which was put into operation in 2012.

QUESTIONS

If additional information is necessary, please contact Mary Richers, Purchasing Manager at mrichers@lrsanj.org or at 908-474-8652.

FAIR AND OPEN CRITERIA

The fair and open process shall be as follows:

The solicitation of qualifications for any contract to be determined in excess of \$17,500, and for which a bid solicitation shall not be required under the NJ Local Public Contracts Law shall be advertised by the Linden Roselle Sewerage Authority on the Linden Roselle Sewerage Authority's website at least ten (10) days prior to the date set for the receipt of said quote. The published notice shall set forth a description of the requested goods or services, the time, date and place that proposals must be submitted, the contact information for obtaining a proposal document, and a statement that the proposals are being solicited through the fair and open process, in accordance with N.J.S.A. 19:44A-20.4 et seq. The Authority shall review the responses to the request for quotes and award a contract to the business entity for the goods and services advertised subsequent to such review. Contracts awarded under this process shall be publicly announced and awarded. The resolution awarding the contract shall state that the contract was awarded after a fair and open process and shall state the number of responses received. Contracts subject to the fair and open process delineated herein are subject to additional requirements and any other applicable laws including, but not limited to, the New Jersey Local Public Contracts Law. The contract for this procurement shall be awarded to the lowest cost proposal received whose parts meet the needs of the Authority.

SUBMISSION DATE AND TIME:

March 15, 2019 at 10 AM

Clearly mark the submittal package with the title of the Quote Request and the name of the responding firm, addressed to the Purchasing Manager. Only those responses received prior to or on the submission date and time will be considered. Sealed proposals may be hand delivered or mailed consistent with the provisions of the Notice of Quote Request. In the case of mailed proposals, the Authority assumes no responsibility for proposals forwarded by mail and/or delivery services, of any nature. Any proposal received after the designated date and time will be returned unopened. Proposals will not be accepted by facsimile or email.

QUOTATION FORM AND ITEM DESCRIPTION

FOR

**TYPE I I LA-EDI CLARIFIER PARTS AS MANUFACTURED BY ENVIRODYNE
SYSTEMS INC. OR EQUIVALENT**

ITEM	DESCRIPTION	UNIT COST	QTY	EXT. PRICE
1	UHMW Seal Plates		12	
2	Neoprene Sludge Well Seals		24	
3	Sludge Valves		3	
4	Seal Backing Plates, Steel with Prime Coat of Paint		12	
5	SHIPPING			
	TOTAL ITEMS 1-5			

Total Quote Amount in Words (Items 1-5) = \$ _____

Lead Time: _____

Manufacturer: _____

Note: If an equivalent product is being proposed, vendor **MUST** supply sufficient documentation in the quote submission to enable the Authority to evaluate whether the proposed product is equivalent to that specified. If the documentation is considered by the Authority to be insufficient for such evaluation, the proposed product shall be considered not equivalent.

Name and Signature of Proposer: _____

NAME

SIGNATURE

VENDOR INFORMATION

Name of Company: _____

Business Address: _____

Telephone: _____

Fax: _____

Contact Name: _____

Email: _____

THE FOLLOWING (2) ITEMS SHOULD BE SUBMITTED WITH THE SEALED PROPOSAL

1. Copy of New Jersey Business Registration Certificate

No contract shall be entered into by the Authority unless the contractor provides a copy of its Business Registration Certificate issued by the NJ Department of Treasury- Division of Revenue. P.L. 2009, c.315 (A-557/S2366) now permits submission of NJ Business Registration Certificate prior to award of contract, if not submitted with quote.

HOWEVER, CONTRACTOR MUST BE REGISTERED WITH THE STATE OF NEW JERSEY AT THE TIME OF THE BID.

2. Department of Treasury W-9 FORM

THESE ARE SAMPLES OF THE ONLY ACCEPTABLE BUSINESS REGISTRATION CERTIFICATES.
 PREFER SUBMITTAL WITH QUOTE RESPONSE
 REQUIRED BY LAW PRIOR TO CONTRACT AWARD


STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE
FOR STATE AGENCY AND CASINO SERVICE CONTRACTORS

DEPARTMENT OF TREASURY
 DIVISION OF REVENUE
 PO BOX 252
 TRENTON, NJ 08646-0252

TAXPAYER NAME:	TRADE NAME:
TAX REGISTRATION TEST ACCOUNT	CLIENT REGISTRATION
TAXPAYER IDENTIFICATION#:	SEQUENCE NUMBER:
970-097-382/300	0107330
ADDRESS:	ISSUANCE DATE:
847 ROEBLING AVE TRENTON NJ 08611	07/14/04
EFFECTIVE DATE:	
01/01/01	

John S. Tully
 Acting Director

This Certificate is NOT assignable or transferable. It must be conspicuously displayed at above address.


STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name:	TAX REG TEST ACCOUNT
Trade Name:	
Address:	847 ROEBLING AVE TRENTON, NJ 08611
Certificate Number:	1093907
Date of Issuance:	October 14, 2004
For Office Use Only:	
	20041014112823533

A contractor, subcontractor or supplier who fails to provide proof of business registration or provides false business registration information shall be liable to a penalty of \$25 for each day of violation, not to exceed \$50,000 for each business registration not properly provided or maintained under a contract with a contracting agency. Information on the law and its requirements is available by calling (609) 292-9292. **ALERT: No contract shall be entered into by the Authority unless the contractor provides a copy of its Business Registration Certificate issued by the NJ Department of Treasury-Division of Revenue. P.L. 2009, c. 315m (A-557/S2366) now permits submission of NJ Business Registration Certificate prior to award of contract, if not submitted with proposal. However, Contractor must be registered with the State of NJ at the time of the proposal.**

Registering A Business with the New Jersey Department of the Treasury

Business organizations or individuals doing business in New Jersey are required to register with the Department of the Treasury, Division of Revenue. Registration is free and is a one-time action – there are no fees to register. However, you should update your contact and tax eligibility information as needed. Registration is required to conduct most business with any state, county, municipal, local board of education, charter school, county college, authority, or state college or university. The contracting agency may be required to have a copy of the “proof of registration certificate” submitted as part of a public proposal or prior to issuing a purchase order.

To register: Businesses must complete **Form NJ-REG** and submit it to the Division of Revenue. The form can be filed form online or by mailing a paper form to the Division. Online filing is strongly encouraged.

- Register online at www.nj.gov/treasury/revenue/taxreg.htm. Click the “online” link and then select “Register for Tax and Employer Purposes.”
- Download the paper form and instructions at www.nj.gov/treasury/revenue/revprnt.htm.
- Call the Division at 609-292-1730 to have a form mailed to you.
- Write to the Division at: Client Registration Bureau, PO Box 252, Trenton, NJ 08646-0252.

Note: If you operate a corporation, limited partnership, limited liability company or limited liability partnership, before registering, you must obtain legal authority to operate in the State of New Jersey. Generally, this is accomplished by filing an original business certificate with the Division of Revenue, such as a Certificate of Incorporation or Formation. For more information on this subject, visit www.nj.gov/treasury/revenue/filecerts.htm, or call 609-292-9292.

Registering as an individual: There is a simplified registration process for individuals doing business with any New Jersey government agency. The form (NJ-REG-A) may be on the back of this form. If not, it can be downloaded from the web at www.nj.gov/treasury/revenue/pdfforms/rega.pdf. To obtain a copy by mail, call 609-292-1730, or write to the Division at the Client Registration Bureau, PO Box 252, Trenton, NJ 08646-0252.

Questions about the registration process? Call 609-292-1730 or submit by e-mail at www.nj.gov/treasury/revenue/revcontact.html.

How do I receive the proof of registration certificate?

- **New registrants.** When completing Form NJ-REG, make sure you answer “Yes” to the contractor/sub-contractor question (Online - Item 17; Paper Form - Item 18). The Division of Revenue will mail the certificate to the mailing address you supply on your registration form.
- **Previously Registered Businesses.** Call 609-292-1730 and select option 3. The Division of Revenue’s service agents will take your order and mail you a certificate. Please allow 7 to 10 working days to receive your certificate. Alternately, you may visit the Division’s Client Registration Bureau in person and request a certificate. The address is 847 Roebbling Avenue, Trenton, NJ 08611. Service desk hours are 8:30am to 4pm, weekdays, excluding holidays.

What information does the proof of registration contain? The certificate displays the following information: Business Name, Trade Name (If Applicable), Tax Payer ID (Usually the Employer Identification Number), Business Address, Contractor Certification Number (State Issued), Certification Issuance Date, Effective Date (Business Start Date Entered on Form NJ-REG).