

BERGEN COUNTY UTILITIES AUTHORITY
LITTLE FERRY, NEW JERSEY

NO. 88287-12
GAS TESTING – 12 MONTHS

PROCUREMENT FORMS

This quote is submitted to: the Purchasing Department
Bergen County Utilities Authority
Foot of Mehrhof Road, P. O. Box 9
Little Ferry, New Jersey 07643

By:

Name of Vendor: _____

Business Name: _____

Address: _____

Telephone No.: _____ Fax No : _____

Contact: _____

1. The undersigned Vendor proposes and agrees, if this bid is accepted, to enter into an agreement with Owner in the form a Purchase Order to furnish and deliver goods and special services as specified herein, for the Price and within the Timeframe indicated, in accordance with the Documents.

The estimated quantities of goods to be furnished and delivered under the agreement are set forth in the Purchase Order. Those quantities are to be considered as minimums and are given solely for the comparison of Bids. The Owner does not expressly or by implication agree that the actual will correspond therewith, but reserves the right to increase or decrease the amount of any item or portion of this work that may be deemed necessary by the Engineer. Total value of goods under the contract shall not exceed \$36,000.00 in accordance with local public contract law. The Contractor shall at no time make a claim for anticipated profit or loss of profits because of any difference between the quantities of goods actually furnished, and the estimated quantities.

Vendor agrees that goods and special services will be furnished and delivered within _____ consecutive days after the receipt of a purchase order.

The following documents are attached to and made a condition of this bid when applicable:

- A. Affirmative Action Affidavit.
- B. Business Registration Certificate

Bidder must show price for the item written in or typewritten, both in words and in figures, and carry out and add extensions.

The terms used in this Bid have the meanings assigned to them in the General Conditions.

The Bidder shall furnish and deliver the items listed on this Bid to the Bergen County Utilities Authority, Foot of Empire Boulevard, Moonachie, New Jersey 07074, for a one year period from the effective date of the

Procurement Agreement for all expenses incurred in the performance of the work, for all risks and liabilities in connection with the work, and in accordance with all the terms of the procurement documents for the unit prices as shown below.

The Vendor will furnish and deliver goods, **in accordance with specifications contained herein**, for the following prices:

<u>ITEM #</u>	<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>LUMP SUM</u>
1.	12 each	Sampling Equipment and Services Tedlar bag purchase (up to 3liter size:	\$ _____
2		Travel and sampling time (per visit)	\$ _____
3.		Sample Analysis Total Sulfur Compounds by GC-SCD	\$ _____
4.		Chlorides by IC	\$ _____
5.		Transition and Heavy Metals Aggregate by AA Flame/Furance (includes lead, copper, iron and zinc)	\$ _____
6.		Siloxanes by GC/MS (ppm level)	\$ _____

Total Amount Bid Price: \$ _____

Write Total Amount Bid : _____

Submitted by: _____

Title: _____

Signature: _____ Date: _____

00426 – NJ STATE BUSINESS ORGANIZATION REGISTRATION

As of September 1, 2004, the Bergen County Utilities Authority must have proof of a business organization's registration with the Department of Treasury before a contract can be awarded. A business organization is defined as an individual, partnership, association, joint stock company, trust, corporation, or other legal business entity or successor thereof.

There are no exceptions for any vendor, including out-of-state vendors, and as indicated by the law, failure to include a copy of the certificate in any bid or RFP submitted will be deemed a fatal, non-curable defect.

Should you have any questions concerning Business Registration Certificates, please contact the New Jersey Department of Treasury at (609) 292-1730, or you can register online at: <http://www.nj.gov/treasury/revenue/taxreg.htm>.

00440 - AFFIRMATIVE ACTION REQUIREMENTS

STATE GOVERNMENT PROVISIONS

P.L. 1975, C. 127 (N.J.A.C. 17:27)
MANDATORY AFFIRMATIVE ACTION LANGUAGE

PROCUREMENT, PROFESSIONAL AND SERVICE CONTRACTS

A. During the Performance of this contract, the contractor agrees as follows:

1. The CONTRACTOR or subcontractor, where applicable will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex. The CONTRACTOR will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, or affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause;
2. The CONTRACTOR or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, or sex;
3. The CONTRACTOR or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the CONTRACTOR'S commitments under this act and shall post copies of the notice in the conspicuous places available to employees and applicants for employment.
4. The CONTRACTOR or subcontractor, where applicable, agrees to comply with the regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time, and the Americans with Disabilities Act.
5. The CONTRACTOR or subcontractor agrees to attempt in good faith to schedule minority and female workers consistent with the applicable county employment goals prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c.. 127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time.
6. The CONTRACTOR or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.
7. The CONTRACTOR or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable federal law and applicable federal court decisions.
8. The CONTRACTOR or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color,

9. The CONTRACTOR and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

B. Awarding of procurement, professional or service contracting.

1. Once the successful bidder is identified, the OWNER will require from the CONTRACTOR that will be awarded a contract the following:
 - a. If the CONTRACTOR has a federal affirmative action plan approval which consists of a valid letter from the office of federal contract compliance programs:
 - i. a photo copy of the letter of approval shall be submitted to the OWNER; or
 - b. If the CONTRACTOR has a certificate of employee information report;
 - i. a photo copy of the certificate shall be submitted to the OWNER; or
 - c. If the CONTRACTOR has none of the above the OWNER will provide the CONTRACTOR with an (A.A. 302) affirmative action employee information report.
2. The appropriate affirmative action document must be submitted by the seventh day after the notification of intent to award a contract or the signing of the contract.
3. If the CONTRACTOR does not submit the affirmative action document within the required time period the OWNER may extend the time period to the fourteenth calendar day.
4. If by the fourteenth calendar day the CONTRACTOR does not submit the affirmative action document; the OWNER shall declare the CONTRACTOR as being non-responsive and award the contract to the next lowest responsible Bidder.