

## **NOTICE TO BIDDERS**

Proceed, Inc. a non-profit organization that administers the State's Weatherization Program in Union and Somerset Counties desires to receive sealed bids to purchase and install 168 bathroom exhaust fans in five (5) residential 3 story building (core drilling exterior masonry wall 8" opening)

The sealed bids outside envelope must be marked "The Housing Authority of City of Elizabeth MRAVLAG Building D, F, M, N, O, 688 Maple Ave., Elizabeth, NJ 07202 " and received by Proceed, Inc. located at 1122 East Grand Street Elizabeth, NJ 07201 no later than May 16<sup>th</sup>. 2023 at 10:00 a.m. and will immediately be opened and **read with the presence of a State Monitor as well as an official of The housing authority.**

### **DUE TO COVID RESTRICTIONS WE CAN NOT HAVE AN OPEN BID PROCESS AS WE USUALLY DO.**

The Instructions to Bidders, Bid Form and other Contract Documents will be on file during the hours of 9:00am and 3:00pm starting Friday May 5<sup>th</sup>. 2023.

We will email you the winning bidder as well as all other bidders.

The Bid Packet is free but limited to one per interested company. Business card with company's name, phone and fax number must be presented and left with receptionist. All bids obtained as copies from other sources will be invalidated.

Most certifications and other forms required to be submitted by bidders will be found in the Bid Packet. Those that are not clearly delineated on the Bid Document Submission Checklist. A Bid Bond (Surety) of 5% secured by a surety company acceptable to the U.S. Government and authorized to do business in New Jersey is to be included with the Bid Submission.

The successful bidder will also be required to produce a 100% Payment and Performance Bond in the name of The Housing Authority of City of Elizabeth and Proceed, Inc. written by a Treasury-listed surety prior to Proceed's issuance of a Notice to Proceed.

Proceed, Inc. reserves the right to reject any and all bids, waive any informalities in the bids received and to accept any bid which is deemed to be in the best interest of Proceed, Inc. and the Housing Authority of Elizabeth.

Bids will remain in force for a period of sixty (0) days after the date of the bid opening.

Joseph Sardina  
Weatherization Manager

Valid Bid Packets can only be obtained directly from Proceed, Inc.