

INSTRUCTIONS TO BIDDERS

COPY OF NOTICE TO BIDDERS (LEGAL ADVERTISEMENT)

Notice is hereby given that sealed bids will be received by the **Hope Cap Inc. by the Director of Finance – Ms. Simona Ovensian** for the **New Electrical Meters & Wiring Upgrades at 301 Garden Street, The David E. Rue School – Hoboken, NJ 07030** together with all work incidental thereto in accordance with Drawings and Specifications prepared by Minervini Vandermark Architecture.

Bids will be received by the Architect at its offices, located at **360 14th Street - Hoboken, NJ 07030** until **3:00 pm** prevailing time on **Thursday, December 4th, 2014** and will be opened and read aloud immediately thereafter. Bids must include all applicable allowances, unit prices, and numbered alternate bids.

SINGLE CONTRACT BIDS: Includes all work and materials required to complete the project.

New Electrical Meters & Wiring Upgrades **At 301 Garden Street - The David E. Rue School** **Hoboken, NJ 07030**

The Instructions to Bidders, Form of Bid, Specifications, Drawings and other contract documents are available at the office of the Architect, Minervini Vandermark located at **360 Fourteenth Street - Hoboken, NJ 07030** for the sum of **(\$50.00)** Fifty Dollars, "**NON-REFUNDABLE**", for each complete set. **Payment is to be in the form of a check made payable to "HOPES Cap Inc. "**

Bid documents will not be mailed to prospective bidders under any circumstances.

- Bidders shall bid this set of bid documents for the basis of design.
- Bidders shall use complete sets of Bidding Documents in preparing Bids. Neither the Owner nor the Architect will assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.
- Each bid must be accompanied by a bid security deposit of an amount equal to at least ten (10%) percent of the amount of the base bid, but not in excess of \$20,000, the deposit may be either a certified check or cashier's check drawn on an incorporated bank or trust company payable to the order of the Owner, or a bid bond in favor of the Owner as a guarantee that, in case the contract is awarded to the bidder, he will execute such contract. Upon failure to do so, the bid security will become liable up to its full amount for any difference between the amount of his bid and the Contract which the Owner may be obliged to award another bidder or bidders.
- The bid security deposits of all excepting the three lowest bidders will, if requested, be returned after ten (10) days from the opening of bids, Sundays and holidays excepted, and the remaining deposits will be returned when the contract of the successful bidder is approved. The bid bond must be issued by a surety company listed in the most recently published U.S. Treasury Circular No.570. Regardless of whether the bid bond or certified check is submitted for a bid guarantee, each bidder must submit a Consent of Surety from a surety company which is listed in the most recently published U.S. Treasury Circular No. 570, stating that it will issue the necessary Performance and Maintenance bonds should the bidder enter into a contract for this work with Hopes Cap Inc.
- The successful bidder will be required to furnish a New Jersey Statutory Performance Bond and a Labor and Material Payment Bond in the amount of the contract sum.
- The Owner reserves the right to waive any informalities in, or to reject, any or all bids.
- Contractor to provide proof of similar project scope & references at time of bidding. Contractor will be rated by based on ownership rating system.
- Attention of the bidders is called particularly to the requirements of conditions of employment and to the minimum prevailing wage rates to be paid under the contract as stated in the Instructions to Bidders, the General Conditions of the Contract for Construction, and the Supplementary General Conditions.
- Bidders are required to comply with the "Affirmative Action" requirements of P.L. 1975, c.127 (NJAC 17:27).
- No bidder may withdraw his bid for a period of sixty (60) days after the actual date of the opening thereof.
- Bidders shall contact the Owner to arrange to examine the site if they cannot attend pre-bid meeting.
- Latest Date for Contractor Request for Information is November 24th, 2014

- ❑ **A Non-Mandatory Pre-Bid Walkthrough / Examinations will be held on Thursday, November 20th, 2014 at 11:00 am. All attendees to meet at the project site at 301 Garden Street, The David E. Rue School Hoboken – NJ 07030**

BY ORDER OF THE: HOPES Cap Inc.

(END OF NOTICE TO BIDDERS)