BROOKDALE COMMUNITY COLLEGE
ADVERTISEMENT FOR BIDS

Notice is hereby given that sealed bids will be received by Brookdale Community College ("College") and opened and read in public in the Finance & Operations Conference Room, which is located in the Brookdale Administrative Center Building, 2nd Floor by Parking Lot #3, 765 Newman Springs Road, Lincroft, New Jersey 07738 on **Thursday, October 22th, 2026, at 11:30 am:**

Bid No. 27-07, Copy Paper, Miscellaneous Paper and Envelopes

No bids will be received after the above date and time unless the Contract is re-advertised for bids or unless the date and time for bid opening is changed by duly issued addendum. Bids received after the Bid Date and Time established by the College will be returned unopened.

One (1) set of Contract Documents may be obtained from the Brookdale Community College Purchasing Department via email purchasing@brookdalecc.edu on or after Friday, October 9th, 2026.

All Bids must be submitted in a sealed envelope addressed to the Brookdale Community College, clearly marked on the outside with the name and address of the bidder and the name and number of the bid.

Any general requests for information regarding this Advertisement for Bids should be directed to Kim Van Lew, Manager of Purchasing. Questions will not be entertained on the tenth day before the Bid Date and Time unless the College, in its sole discretion, believes that an answer is required in order to maintain a competitive process.

No oral or other communications during the bidding process shall bind the College except as shall be contained in a written Addendum which the College may, in its sole discretion, issue in accordance with applicable law.

No bidder may withdraw its bid within 60 days after the actual date of the bid opening.

Each bid must be accompanied by a bid guarantee in the form of a cashier's check, certified check, or treasurer's check drawn upon an incorporated bank or trust company and payable to Brookdale Community College, or a bid bond conforming to the specifications, in the amount of 10% not to exceed $20,000 of the bid. No bidder may withdraw his bid within 60 days after the actual date of the bid opening thereof.

The College reserves the right to reject any or all bids, to the maximum extent of its lawful discretion.

Bidders are required to comply with the requirements of P.L. 1975, C. 127, N.J.S.A.10:5-31 et. seq. and N.J.A.C. 17:27.

Bidders are also required to comply with N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43 - Statement of Ownership Requirement) and P.L. 2004, c. 57 (Business Registration provisions of N.J.S.A. 52:32-44).

If work is to be performed under this Bid that is subject to Chapter 150 of the Laws of 1963 as amended by Chapter 64 of the Laws of 1974 (N.J. Prevailing Wage Act), bidders must also comply with P.L. 1999, c.238, The Public Works Bidder Registration Act.

The above list of relevant statutes and regulations is informational only and not intended to be all-inclusive. Bidders are required to comply with all applicable laws and regulations.

The College assumes no responsibility whatsoever in connection with any defects arising out of the issuance of the Contract Documents or the receipt or failure to receive Bids, including those which may arise from delay for any reason in obtaining or submitting the Contract Documents, including but not limited to traffic delay, messengering, mis-labeling, mis-directions from any source, mis-delivery or otherwise.

Notice: Bidders are advised of the responsibility to file an annual disclosure statement on political contributions with the New Jersey Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-20.13 (P.L. 2005, C.271, S.3) if the Bidder receives contracts in excess of $50,000 from public entities in a calendar year. It is the Bidders responsibility to determine if filing in necessary. Additional information on this requirement is available from ELEC at www.elec.state.nj.us.

Brookdale Community College is an Equal Opportunity Affirmative Action Institution.

Kim Van Lew
Manager, Purchasing