

**WEST ORANGE BOARD OF EDUCATION  
REQUEST FOR BIDS**

**Bid Advertisement**

The Board of Education of the City of West Orange, New Jersey, hereby advertises for competitive bids in accordance with N.J.S.A. 18A:18A-21(a) (b) for school year 2019-2020.

**Bid No. 19-13**

**Tree Services District-Wide**

All necessary bid specifications and bid forms may be secured upon written request to:

**John Calavano**  
School Business Administrator/Board Secretary  
West Orange Board of Education  
179 Eagle Rock Avenue  
West Orange, New Jersey  
Fax: 973 669-8019  
E mail: jcalavano@westorangeschools.org

Bids must be sealed and delivered to the Business Office of the West Orange Board of Education **on or before** date and time indicated below. The envelope to bear the following information:

Title: **Tree Services District-Wide**  
Bid No.: **19-13**  
Name and Address of the Bidder  
Date: **Tuesday June 11, 2019**  
Time: **11:45 AM**

The bid opening process will begin on the above advertised date and time in the Administration Building (Room 103), 179 Eagle Rock Avenue, West Orange, New Jersey 07052. Bids may also be submitted to the School Business Administrator/Board Secretary or his designee prior the bid opening, in the Administration Building (Room 103), at 179 Eagle Rock Avenue, West Orange, NJ 07052. prior to the advertised date and time. On the advertised date and time, the School Business Administrator/Board Secretary shall publicly receive, open and read all bids.

**No bids shall be received after the time designated in the advertisement.** (N.J.S.A. 18A:18A-21(b)). The Board of Education does not accept electronic (e-mail) submission of bids.

There will be no pre-bid meeting.

Addendum (if required) shall be released to all registered Bidders and may be obtained directly from the Buildings and Grounds Office on **May 31, 2019**.

All bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq., Affirmative Action Against Discrimination and N.J.A.C. 17:27 et seq.

Corporate bidders are required by law (Chapter 33, Laws of 1977) to submit a list of names and addresses of all stockholders owning 10% or more of their stock.

A Non-Collusion Affidavit and a Contractor Questionnaire/Certification also must be filed with the bid. The bid package will also include other documents that must be completed and returned with the bid. Failure to comply with Instructions to Bidders and to complete and submit all required forms, may be cause for disqualification and rejection of the bid.

The Board of Education reserves the right to reject any or all bids pursuant to N.J.S.A. 18A:18A-2(s), (t), (x), (y), 18A:18A-4(a), 18A:18A-22, and to waive any informalities.

John Calavano, School Business Administrator/Board Secretary