

REQUEST FOR PROPOSALS FOR PARAPROFESSIONAL STAFFING SERVICES

May 2, 2019

NOTICE is hereby given that the Teaneck Board of Education is accepting sealed Proposals for Paraprofessional Staffing Services until **11:00 a.m. on May 23, 2019**. Proposals should be submitted on the required form, in a sealed envelope labeled **Paraprofessional Staffing Services** and delivered to the Office of the Business Administrator as provided below:

**Teaneck Board of Education
Attn: Ms. Melissa Simmons, Business Administrator
One Merrison Street
Teaneck, NJ 07666**

The Board assumes no responsibility for proposals that are improperly mailed or misdirected.

Upon release of this Request for Proposals (RFP), all Proposer communications concerning this information request must be directed in writing via email no later than 4:00 p.m. on May 14, 2019 to the Business Administrator, who is the only authorized contact person for the RFP. Any contact with anyone other than with the Business Administrator or lobbying regarding this RFP with any elected, appointed official or employee of the school district can and shall result in disqualification. Any oral communications shall be considered unofficial and non-binding on the School District. To request a copy of the RFP please contact:

Name: Ms. Melissa Simmons
Address: One Merrison Street
Teaneck, NJ 07666
Telephone: (201) 833-5527
E-mail: msimmons@teaneckschools.org

All interested Proposers must use and complete all forms and must comply with every requirement contained in the RFP.

Pursuant to P.L. 2004 c.57, (N.J.S.A. 52:32-44) all proposals should be accompanied by a New Jersey Business Registration Certificate issued by the New Jersey Department of Treasury, Division of Revenue. The Proposer must include its own Business Registration Certificate no later than the time of contracting.

No proposal may be withdrawn for a period of sixty (60) days after the date set for the opening thereof. The contract shall be awarded to the Proposer whose proposal is determined to be the most advantageous to the District, price and other factors considered. The Teaneck Board of Education reserves the right to waive any and all immaterial guidelines and requirements herein and to reject all Proposals in accordance with the Public School Contracts Law N.J.S.A 18A:18A22. The contract will be awarded in accordance with the Competitive Contracting

provisions of the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq. All interested Proposers are required to comply with the requirements of N.J.S.A. 10:2-1 et seq., "The Law Against Discrimination" and Affirmative Action, N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27-1 et seq.

No vendor who is listed on the State Treasurer's or the Federal Government's List of Debarred, Suspended or Disqualified Vendors shall be eligible to submit a proposal.

By Order of the Teaneck Board of Education,
Bergen County, New Jersey
Melissa Simmons, Business Administrator