



**Melissa Simmons**

School Business Administrator/Board Secretary  
Teaneck Board of Education  
1 Merrison Street  
Teaneck, New Jersey 07666

**B. Submission of RFPs—Hand Deliver—Day of the RFP Opening**

While the use of the US Postal Service is preferred, the district will accept hand-delivered RFP packages only on the day of the submission opening.

All RFPs that are hand delivered will only be accepted on the advertised date and these hand-delivered RFPs are to be brought to

Teaneck Board of Education  
Glenpointe Marriott Centre  
300 Frank W. Burr Blvd, ("East" building - 7th Floor, Suite 710)  
Teaneck, NJ 07666.

A security guard will be on duty to accept proposals on the day of the submission, prior to the deadline time of 12:00 Noon.

**C. Electronic Submissions of RFPs—Option—Advisory!**

RFPs may be sent to the Teaneck Public Schools Office via [bids@teaneckschools.org](mailto:bids@teaneckschools.org). In the “subject line” of the email you must have “Sealed Competitive Contract – PHYSICAL THERAPY SERVICES.

Statement of Ownership Requirement: Pursuant to N.J.S.A. 52:25-24.2, respondents shall submit a statement setting forth the names and addresses of all persons and entities that own ten percent or more of its stock or interest of any type at all levels of ownership.

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

The Board of Education reserves the right to reject any or all RFPs and to waive any informalities.

**No RFPs shall be received after the time designated in the advertisement.**

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

The District shall not be responsible for the loss, non-delivery, late delivery or physical condition of RFPs sent by mail or courier service.

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