

NOTICE OF REQUEST FOR PROPOSALS

The Borough of Watchung is soliciting proposals through a fair and open process in accordance with N.J.S.A. 19:44A-20.5 et seq.

Sealed Request For Proposal (RFP) responses will be received by the Borough Clerk **November 20, 2025 at 10:00 am** in the Office of the Borough Clerk, Watchung Municipal Building, 15 Mountain Boulevard, Watchung, New Jersey, at which time and place responses will be opened for:

IT Services

Each sealed envelope containing a proposal shall be plainly marked on the outside to clearly show the specific service for which an individual or firm is submitting a proposal. The proposals will be evaluated by the Mayor and Council of the Borough of Watchung and contracts will be awarded based on (1) individual or firm experience and reputation in the field (a copy of the resume of each individual performing the work is to be included); (2) knowledge of the Borough of Watchung and subject matters to be addressed under the contract; (3) availability to accommodate any required meetings; (4) compensation proposal; (5) at least 2 references with address and phone number; (6) a certification that no immediate relatives of any principal of the firm is employed by, or serve as elected officials of the Borough of Watchung; (7) an explanation as to when each individual performing work received his or her license to practice in this State; (8) a copy of the firm's Certificate of Liability Insurance; (9) a copy of the firm's Business Registration Certificate, and (10) Submission of all the information requested in the RFP. All contracts pursuant to the fair and open process will be awarded by resolution and require a majority vote of the Borough Council at a public meeting. These contracts shall be awarded in compliance with N.J.S.A. 19:44A-20.4 et. seq., N.J.S.A. 10:5-31 and N.J.A.C. 17:27 42 U.S.C. Section 12101 et. seq. (Americans with Disabilities Act of 1990), N.J.S.A. 40A:11-23.2 (as authorized by N.J.S.A. 52:25-24.2) -Disclosure of Ownership and N.J.S.A. 52:32-44 (Business Registration). Any questions regarding this notice should be directed to the Borough of Watchung, Office of the Chief Financial Officer, 15 Mountain Blvd., Watchung, New Jersey

Specifications and instructions may be obtained at the Office of the Borough Clerk, Municipal Building, 15 Mountain Blvd., Watchung, New Jersey or at the Borough website, www.watchungnj.gov under "Public Notices."

Edith G. Gil
Borough Clerk

Posted: October 30, 2025