

## **NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN that sealed proposals addressed to the Business Administrator of the Township of West Windsor will be received up to 11:00 AM prevailing time on Thursday, December 10, 2020 at which time and place Request for Proposals will be opened and read aloud at the West Windsor Township Senior Center located in the Municipal Complex, 271 Clarksville Road, West Windsor, New Jersey 08550 for the work described below. Proposals submitted prior to the day of the opening shall be submitted to the Administration Department in the Municipal Complex. The Township encourages prospective bidders to submit their sealed proposals prior to Thursday, December 10, 2020 via certified mail or overnight delivery along with requiring a signature. West Windsor is not responsible for Proposals which are sent for delivery and not received by a municipal employee. Specifications may be obtained from the Administration Department located in the West Windsor Township Municipal Building during the hours of 10:00 AM to 4:00 PM, Monday through Friday excluding holidays. Please follow instructions posted at the front entrance of the Municipal Building if picking up the RFP in person as they will direct you on the proper procedure for maintaining physical distancing requirements.

Proposals must be submitted on the prescribed form, in a sealed envelope marked:

### **REQUEST FOR PROPOSAL (RFP) BANKING SERVICES**

The Township reserves the right to reject any or all proposals in whole or in part to waive such informalities as may be permitted by law.

All required proposal information can be found in the RFP document. All bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 and all other applicable local, state and federal laws.

By Order of the Township of West Windsor.

**Marlena Schmid**  
**Business Administrator**