



THE HOUSING AUTHORITY OF THE CITY OF ORANGE  
340 THOMAS BOULEVARD  
ORANGE, NEW JERSEY 07050

Walter D. McNeil, Jr., Ph.D.  
Executive Director

**REQUEST FOR PROPOSAL**

**Furnish and Install New Automatic Sliding Entrance Doors,  
Aluminum Entry Doors and Associated Components at,**

**Washington Manor Building  
Housing Authority of the City of Orange  
340 Thomas Boulevard  
Orange, New Jersey**

**2026**

## **Orange Housing Authority**

### **Bid Notice Date: March 20, 2026**

Notice is hereby given that the Orange Housing Authority, Orange, New Jersey, will accept sealed bids until **2:00 p.m. (local time), Tuesday April 7, 2026**, for the following project:

**Furnish and Install New Automatic Sliding Entrance Doors, Aluminum Entry Doors and Associated Components at, Washington Manor Building Housing Authority of the City of Orange 340 Thomas Boulevard Orange, New Jersey**

At **2:35 p.m. (local time), Tuesday April 7, 2026**, the bids will be opened and read aloud at the Conference Room in the offices of Housing Authority of the City of Orange, located at 340 Thomas Boulevard, Orange, New Jersey 07050.

A copy of the contract documents may be obtained in person at the Orange Housing Authority, from **Dawn Edmond**, 973-677-4577, 340 Thomas Blvd., Orange, NJ, during regular business hours of 9:00 a.m. to 4:30 p.m. You must also have a check in the amount of \$100.00 payable to the Orange Housing Authority. This check is a non-refundable fee

A pre-bid conference will be held on **March 27, 2026**, at 10:00 a.m. The meeting will be held at the Washington Manor, Conference Room, located at 340 Thomas Boulevard, Orange, New Jersey.

All bids must be submitted by 2:30 p.m., on **Tuesday April 7, 2026**, to the Orange Housing Authority, Attn: Dr. Walter D. McNeil, Jr., Ph. D., Executive Director, 340 Thomas Boulevard, Orange, New Jersey 07050.

Please submit one (1) original and three (3) copies of your bid in a sealed envelope reflecting on the outside, the bidder's name and "**Sealed Bid Furnish and Install New Automatic Sliding Entrance Doors and Aluminum Entry Doors and Associated Components - Washington Manor Building**". The Orange Housing Authority will consider all bids properly submitted at its scheduled Bid Opening.

## INFORMATION FOR BIDDERS

1. Receipt and Opening of Bids: The **Orange Housing Authority** (herein called the "**Owner**"), invites bids on the form attached hereto, all blanks of which must be appropriately completed. Bids will be received by the Owner until **2:30 p.m. on Tuesday April 7, 2026**, and then at said office publicly opened and read aloud.

The Owner may consider informal any bid not prepared and submitted in accordance with the provisions thereof and may waive any informalities or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered.

2. Preparation of Bid: Each bid must be submitted on the prescribed forms (contained herein). All blank spaces for bid prices must be completed in ink or typewritten, in both words and figures, and all required Certifications must be fully completed and executed when submitted. Bid prices shall be good for 60 days after the bids are opened.

3. Subcontracts: The bidder is specifically advised that any person, or other party to whom it is proposed to award a subcontract under this contract must be acceptable to the OWNER; and

a. submit all certifications that are also required of the Prime Contractor, as contained herein.

Approval of the proposed subcontract award cannot be given by the Owner unless and until the proposed subcontractor has submitted the Certifications and/or other evidence showing that it has fully complied with any reporting requirements to which it is or was subject.

4. Telegraphic Modifications (FAX): Any bidder may modify his/her bid by telegraphic communication at any time prior to the scheduled closing time for receipt of bids, provided such telegraphic communication is received by the Owner prior to the closing time, and, provided further, the Owner is satisfied that a written confirmation of the telegraphic modification over the

signature of the bidder was mailed prior to the closing time. The telegraphic communication should not reveal the bid price but should provide the addition or subtraction or other modification so that the final prices or terms will not be known by the Owner until the sealed bid is opened. If written confirmation is not received within two days from the closing time, no consideration will be given to the telegraphic modification.

5. Project Description: The Owner is requesting bids for the following Orange Housing Authority **Furnish and Install New Automatic Sliding Entrance Doors and Aluminum Entry Doors and Associated Components -Washington Manor Building**, Housing Authority of the City of Orange, 340 Thomas Boulevard, Orange, New Jersey:

- See Attachment 2 for the Bid Form and, additional submittal requirements. Also, see Attachment 1 for Contract For **Furnish and Install New Automatic Sliding Entrance Doors and Associated Components , Washington Manor Building.**

6. Qualifications of Bidder: The Owner may make such investigations as necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the Owner prior experience of similar projects and at least three (3) references All bidders must be properly licensed. The Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted.

7. Time of Completion and Liquidated Damages: Bidder must agree to commence work on the date to be specified in a written "Notice to Proceed" of the work and fully complete the project within the agreed upon consecutive calendar days thereafter. Bidder must agree to also have the project substantially complete within the agreed upon consecutive calendar days from date of "Notice to Proceed." Bidder must agree also to pay as liquidated damages, the sum of \$250 for each consecutive calendar day thereafter as hereinafter provided by this bid package and Contract. Bids will be awarded based on the lowest bid as shown on the bid form(Attachment 2).

8. Conditions of Work: Each bidder must inform himself/herself fully of the conditions relating to the construction of the project and the employment of labor thereon. Failure to do so will not

relieve a successful bidder of his obligation to furnish all material and labor necessary to carry out the provisions of this contract. Insofar as possible the Contractor, in carrying out the work, must employ such methods or means as will not cause any interruption of or interference with the work of any other contractor.

9. Addenda and Interpretations: No interpretation of the meaning of the plans, specification or other pre-bid documents will be made to any bidder orally. Every request for such interpretation should be **made in writing**, addressed to:

Orange Housing Authority

Attention: Walter D. McNeil Jr., Ph. D., Executive Director

340 Thomas Boulevard Orange, New Jersey 07055

To be given consideration, the request must be received at least **five (5)** days prior to the date fixed for the opening of bids. Any and all such interpretations and any supplemental instructions will be in the form of written addenda to the specifications which, if issued, will be faxed or mailed to all prospective bidders (at the respective addresses furnished for such purposes), not later than 72 hours prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under the bid as submitted. All addenda so issued shall become part of the contract documents.

10 Payment Method: Payment will be made upon completion of the work and after inspection and approval by Owner.