

**REQUEST FOR PROPOSALS**

**PAYROLL SERVICES, TIME AND ATTENDANCE (BIOMETRIC SCANNING) AND HUMAN RESOURCES INFORMATION SYSTEM**

**THE CITY OF PLAINFIELD** WILL RECEIVE SEALED PROPOSALS FOR PAYROLL SERVICES, TIME AND ATTENDANCE (BIOMETRIC SCANNING) AND HUMAN RESOURCES INFORMATION SYSTEM. PROPOSALS ARE DUE BEFORE 11:00 A.M. PREVAILING LOCAL TIME ON **MARCH 24, 2016**, AT THE PURCHASING DIVISION, 515 WATCHUNG AVENUE, PLAINFIELD, NEW JERSEY 07061, AT WHICH TIME AND PLACE ALL PROPOSALS WILL BE PUBLICLY OPENED AND READ ALOUD.

THE ABOVE CONTRACT SHALL BE PERFORMED IN STRICT ACCORDANCE WITH THE NEW JERSEY LOCAL CONTRACT LAWS DOCUMENTS, INCLUDING ANY TECHNICAL SPECIFICATIONS WHICH ARE ON FILE WITH **THE CITY PURCHASING AGENT, 515 WATCHUNG AVENUE, PLAINFIELD, NEW JERSEY, 07060.**

ATTENTION IS CALLED TO THE FACT THAT NOT LESS THAN THE MINIMUM SALARIES AND WAGES AS SET FORTH IN THE CONTRACT DOCUMENTS MUST BE PAID ON THIS PROJECT AND THAT EMPLOYEES AND APPLICANTS FOR EMPLOYMENT ARE NOT DISCRIMINATED AGAINST BECAUSE OF THEIR RACE, COLOR, RELIGION, SEX OR NATIONAL ORIGIN.

PROPOSALS ARE REQUIRED TO COMPLY WITH ALL, BUT NOT RESTRICTED TO THE REQUIREMENTS OF N.J.S.A. 10:5-31 ET. Seq. and N.J.A.C. 17:27, AS WELL AS THE AFFIRMATIVE ACTION REQUIREMENTS OF THE CITY OF PLAINFIELD. SUCH REQUIREMENTS ARE INCLUDED IN THE PROPOSAL DOCUMENTS.

THE CITY OF PLAINFIELD RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS, TO WAIVE DEFECTS OR INFORMALITIES IN PROPOSALS, OR TO ACCEPT ANY PROPOSAL AS IT SHALL DEEM FOR THE BEST INTEREST OF THE CITY OF PLAINFIELD, NEW JERSEY.

PROPOSALS MAY BE HELD BY THE CITY FOR A PERIOD NOT TO EXCEED SIXTY (60) CALENDAR DAYS FROM THE DATE OF OPENING OF THE PROPOSALS FOR THE PURPOSE OF REVIEWING THE PROPOSALS AND INVESTIGATING THE QUALIFICATIONS OF THE VENDORS PRIOR TO AWARDING OF THE CONTRACT.

**CINDYLEA K.WEBER  
PURCHASING AGENT  
CITY OF PLAINFIELD N.J.  
COUNTY OF UNION**