

# HOUSING AUTHORITY OF BERGEN COUNTY

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## REQUEST FOR PROPOSAL

### COMPETITIVE CONTRACTING

The Housing Authority of Bergen County, in compliance with N.J.S.A. 19:44A-20.4 et seq., N.J.S.A 10:5-31& N.J.A.C. 17-27 et seq. is seeking sealed Proposals for:

## COMPUTER SOFTWARE SYSTEM WITH CLOUD-BASED AND CENTRALIZED WEB-BASED CAPABILITIES

Request for Proposals may be obtained on our website at [www.habcnj.org](http://www.habcnj.org).

**The proposal opening will be held at 9:30 a.m. (prevailing time) on Wednesday, July 14, 2021** in the Conference Room of the Housing Authority of Bergen County, One Bergen County Plaza, Floor 2, Hackensack, New Jersey 07601 at which time they will be opened and publicly read via Zoom as listed below. LATE PROPOSALS WILL NOT BE ACCEPTED. PHOTOCOPIES OR FACSIMILES OF THE PROPOSALS DOCUMENTS WILL NOT BE ACCEPTED IN LIEU OF THE ORIGINALS.

During the COVID-19 pandemic, all proposal packets will only be available electronically on "VendorRegistry". Vendors can register on the following link:

<https://vrapp.vendorregistry.com/Vendor/Register/Index/bergen-county-housing-authority-nj-vendor-registration>

Once registered, a vendor will be able to download and open any requests for proposals on the following link:

<https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=ae35e3d1-5079-4fe0-9688-0d6422c5d4bf>

All documents must be completed as required, and vendor must submit their proposals electronically no later than the date and time outlined in the proposal documents.

Additionally, pursuant to N.J.S.A. 40A: 11-23 a hard copy of each proposal must also be mailed:

- 1) on original forms, as made available electronically, in a sealed envelope no later than the date and time outlined in the proposal documents.
- 2) addressed and mailed to the HABC Purchasing Department as noted below
- 3) bearing the name and address of the proposer on the outside
- 4) clearly marked "PROPOSAL" with the name of the item(s) being proposed

**Housing Authority of Bergen County,  
Purchasing Department  
One Bergen County Plaza, Floor 2,  
Hackensack, NJ 07601**

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It should be noted that electronic proposal submissions will be kept locked and will only be made accessible to the Authority on the prescribed proposal opening date and time herein noted. Additionally, all hard copies mailed to the above address shall be kept sealed and will be received and publicly opened via teleconferencing on the date and time specified below in the conference room of the Housing Authority of Bergen County, One Bergen County Plaza, Floor 2, Hackensack, New Jersey 07601. This proposal opening can be attended by logging into Zoom in the following manner:

Join Zoom Meeting:

Time: Wednesday, July 14, 2021, at 9:30 AM Eastern Time (US and Canada)

<https://us04web.zoom.us/j/9927769002?pwd=bjYUjhBamQySFdyQURYVVRiZjBDdz09>

Meeting ID: 992 776 9002

Password: HABC0828

The Housing Authority of Bergen County reserves the right to reject any or all proposals or to waive any informalities contained therein. No proposal shall be withdrawn for a period of sixty (60) days subsequent to the proposal's due date without the consent of the Housing Authority of Bergen County.

Lynn Bartlett  
Executive Director  
Housing Authority of Bergen County

By: Vincent Bufis, Q.P.A.  
Director of Operations