

## NAMING OF SUBCONTRACTORS FORM

ALL CONTRACTORS MUST COMPLETE THE FOLLOWING:

N.J.S.A. 40A:11-16 requires that where all the work and materials required to complete the construction project are to be included in a single overall contract, bidders that propose using subcontractors for any of the four specialized "sub-prime" categories (i.e. Plumbing and gas fitting and all kindred work; Steam and hot water heating, ventilating apparatus, steam power plants and kindred work (HVAC); Electrical work; and Structural steel and ornamental iron work) must submit a certificate with their bids listing each subcontractor named in the bid for that category.

If \_\_\_\_\_ is successfully awarded this  
(Name of Firm)

project, I, \_\_\_\_\_,  
(Authorized Representative)

of the City of \_\_\_\_\_, in the County of \_\_\_\_\_ and State  
of \_\_\_\_\_, certify pursuant to N.J.S.A. 40A:11-16 that I shall utilize the following  
subcontractors if this Bid is successfully awarded to my firm.

<u>NAME OF SUBCONTRACTOR</u>	<u>SCOPE OF WORK</u>

(Use additional sheet of paper if more space required)

\_\_\_\_\_  
Signature of Bidder

\_\_\_\_\_  
Name and Title (Print or Type)

SWORN TO AND SUBSCRIBED

BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_\_.

**BIDDER'S AFFIDAVIT**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

\_\_\_\_\_ being duly sworn, deposes and says that he  
resides at \_\_\_\_\_

and that he is the \_\_\_\_\_  
(Give Title)  
of \_\_\_\_\_  
(Name of Organization)

who signed the above Proposal of Bid, that he was duly authorized to sign, that the Bid is the true offer of the Bidder, that the seal attached is the seal of the Bidder and that all declarations and statements contained in the Bid are true to the best of his knowledge and belief.

He further deposes that he has submitted herewith a list of names and addresses of all stockholders and/or partners owning a 10 percent or greater interest in compliance with P.L. 1977, Chapter 33, and effective March 8, 1977.

\_\_\_\_\_  
Affiant

Subscribed and Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_ (Seal)  
(Notary Public)

\_\_\_\_\_  
(Commission expiration date)

## BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned,

\_\_\_\_\_ as Principal, and \_\_\_\_\_ as Surety,  
are hereby held and firmly bound unto the City of Hoboken in the penal sum of not less than ten percent of the  
bid amount to a maximum of \$20,000.00 for the payment of which, well and truly to be made, we hereby jointly  
and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

The condition of the above obligation is such that whereas the Principal has submitted to the City of \_\_\_\_\_ a certain  
Bid, attached hereto, and made a part of hereof, to enter into a contract in writing for \_\_\_\_\_

NOW THEREFORE,

- A) If said Bid shall be rejected, or, in the alternate,
- B) if said Bid shall be accepted and the Principal shall execute and deliver a contract in the form of  
contract to be prepared by the City Attorney (properly completed in accordance with said Bid) and  
shall furnish a bond for his faithful performance of said Contract, and shall in all other respects  
perform the agreement created by the acceptance of the said Bid,

Then, this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly  
understood that all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein  
stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall  
be in no way impaired or affected by any extension of the time within which the Principal may accept such Bid;  
and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and Surety have set their hands and seals, and such of them as are  
corporations having their corporate seals to be hereto affixed and these presents to be signed by their proper  
corporate officers, the day and year first set forth above.

Principal: \_\_\_\_\_ (L.S.)

Surety: \_\_\_\_\_

By: \_\_\_\_\_

**CONSENT OF SURETY**

In consideration of the promises (Proposal to which this is attached), the undersigned consents and agrees that if the contract for which the preceding Proposal is made be awarded to the corporation, person or persons making the same, it shall become bound as surety and a guarantor for its faithful performance, and shall execute a bond in the form required by the New Jersey R.S. 2A:44-147, said bond to be in an amount equal to one hundred percent (100%) of the contract price and to be conditioned so as to indemnify the Owner \_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_ County, New Jersey, against loss due to the failure of the Contractor to meet the stipulation of the contract, contract documents, and the bond, and to guarantee payment to all persons performing for furnishing labor or materials for performance of said contract and if the said corporation, person or persons shall omit or refuse to execute such contract if so awarded, it will pay, on demand to the said \_\_\_\_\_, and difference between the sum to which said corporation, person or persons would have been entitled upon the completion of such contract and the sum which the said City or Township may hereafter be obliged to pay the corporation, person or persons to who a substitute contract may be afterwards awarded, the amount of the difference to be determined by the bids.

IN WITNESS WHEREOF, said corporation has set its seal and caused these present to be signed by its duly

authorized officers, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

ATTEST:

\_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_(Seal)  
Surety

ATTEST:

\_\_\_\_\_ By: \_\_\_\_\_

COUNTERSIGNED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Bidder's Signature & Business Address

## ACKNOWLEDGMENT OF SURETY

### SURETY ACKNOWLEDGEMENT:

STATE OF \_\_\_\_\_

: SS.

\_\_\_\_\_ COUNTY OF \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_,

before me personally came \_\_\_\_\_ to me known

to be the person described in and, who, being by me duly sworn, did depose and say

that \_\_\_\_\_ resides in \_\_\_\_\_

that is the Attorney-in-Fact \_\_\_\_\_

of the corporation described in and which executed the attached instrument; that

\_\_\_\_\_ knows corporate seal of the said corporation; that the seal affixed to the said instrument is such corporate seal; and that it was so affixed by order of the Board of Directors of the said corporation; and that \_\_\_\_\_ signed \_\_\_\_\_ name thereto by like order.

\_\_\_\_\_  
(Notary Seal) Notary Public

(Notary Seal)

State of \_\_\_\_\_

My commission expires:

\_\_\_\_\_

**BIDDER'S SAFETY ACKNOWLEDGMENT**

The undersigned hereby states that as a principal of the firm submitting this proposal, he or she is fully aware that all safety regulations of the Occupational Safety and Health Administration (OSHA) and the requirements of the State of New Jersey Department of Labor and Industry shall be adhered to on this project and that he or she shall instruct his or her personnel to follow these regulations. These regulations include, but not limited to, the regulations concerning Trench Excavation, Competent Persons and Confined Space Regulations.

If it is observed by an official representative of the municipality that these safety regulations are not being followed and there exists a potential serious safety deficiency that could result in accident, I acknowledge that this municipal representative may stop the project until the safety deficiency is corrected without any claim for additional compensation by this firm.

\_\_\_\_\_  
WITNESS OR ATTESTED BY

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NAME OF ORGANIZATION

\_\_\_\_\_  
PRINT NAME AND TITLE OF  
PERSON SIGNING

(Must be signed and submitted with Bid Proposal)

**BIDDER'S QUALIFICATION FORM**

(This form is part of the Proposal)

On the form provided, indicate at least five (5) jobs performed within the last three (3) years of a similar nature and contract amount.

1. Name of Job: \_\_\_\_\_  
Major Construction Items: \_\_\_\_\_  
\_\_\_\_\_  
Engineer Name, Address, & Telephone Number: \_\_\_\_\_  
\_\_\_\_\_
2. Name of Job: \_\_\_\_\_  
Major Construction Items: \_\_\_\_\_  
\_\_\_\_\_  
Engineer Name, Address, & Telephone Number: \_\_\_\_\_  
\_\_\_\_\_
3. Name of Job: \_\_\_\_\_  
Major Construction Items: \_\_\_\_\_  
\_\_\_\_\_  
Engineer Name, Address, & Telephone Number: \_\_\_\_\_  
\_\_\_\_\_
4. Name of Job: \_\_\_\_\_  
Major Construction Items: \_\_\_\_\_  
\_\_\_\_\_  
Engineer Name, Address, & Telephone Number: \_\_\_\_\_  
\_\_\_\_\_
5. Name of Job: \_\_\_\_\_  
Major Construction Items: \_\_\_\_\_  
\_\_\_\_\_  
Engineer Name, Address, & Telephone Number: \_\_\_\_\_  
\_\_\_\_\_

## PLANT AND EQUIPMENT QUESTIONNAIRE

Submitted to \_\_\_\_\_

By \_\_\_\_\_  
A Corporation  
A Co-partnership  
An Individual

Principal Office \_\_\_\_\_

The signatory of this questionnaire guarantees the truth and accuracy of all statements and of all answers to interrogatories hereinafter made.

1. In what manner have you inspected the proposed work? Explain in detail.

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2. Explain your plan or layout for performing the proposed work.

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3. The work, if awarded to you, will have the personal supervision of whom?

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4. Do you intend to do the proposed work with your own forces? \_\_\_\_\_





6. What equipment do you own that is available for and intended to be used on the proposed project?

**TABLE 1**

Quantity	Item	Description, Size Capacity, Etc.	Condition	Years of Service	Present Location

7. What equipment do you intend to purchase or lease for use on the proposed work, should the contract be awarded to you?

**TABLE 2**

Quantity	Item	Description, Size Capacity, Etc.	Approximate Purchase	Cost Lease

8. Have you made contracts or received firm offers for all materials within prices used in preparing your proposal? Do not give name of dealers or manufacturers.

\_\_\_\_\_ Yes

\_\_\_\_\_ No

The Undersigned hereby declare(s) that the items of equipment in Table 1 are owned by \_\_\_\_\_, and are available for and intended to be used on the

Project, if \_\_\_\_\_ is awarded the Contract, and that (he) (she) (they) propose(s) to purchase or lease for the Project the additional items of equipment stated in Table 2.

If awarded the Contract, the Undersigned will furnish certificates from the owners of leased equipment to the effect that, in case of default of contract, as set forth in Article 25 the Governing Body has the right to take over the leased equipment for use in completing the work.

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Name of Organization

By \_\_\_\_\_

\_\_\_\_\_  
Title or Person Signing

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

\_\_\_\_\_, Being duly sworn, deposes and says that he

is \_\_\_\_\_ of the above \_\_\_\_\_

Name of Organization

and that the answers to the foregoing questions and all statements therein contained are true and correct.

Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_

My Commission Expires \_\_\_\_\_

Notary Public