



State of New Jersey
Department of the Treasury

What are State Contracts and How to Bid on Them

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Local Government Liaison
Cooperative Purchasing
Division of Purchase & Property (DPP)
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Facts About the Purchase Bureau

- Mission: To provide strategic purchasing expertise on procurements for State Departments/Agencies that spend over \$29,000/year on any given service or product
- A Division of Treasury
- Has 41 Buyers
- Manages over 700 Term Contracts
- Manages 2200 Supplier Contracts

Key to Understanding State Contracts

- In-general, the State issues “Term” contracts which means that there is a set length of time to the contract.
- Only certain term contracts are cooperative.
- Contracts can be found at: <http://www.state.nj.us/treasury/purchase/>
- Sometimes, we issue a contract for a one-time buy and thus, no T-number is assigned.
- Under each term contract, there are supplier contract numbers (5 digit, used to start with the letter “A”).
- Term contracts are 4 digits and start with:
 - T = term contract
 - G = GSA schedule that has been promulgated
 - M = contract promulgated from a nationally recognized cooperative purchasing organization
 - S = supplemental contract to an already awarded term contract

Who may use State Cooperative Purchasing Contracts?

- ***MUNICIPALITIES***
- ***COUNTIES***
- ***SCHOOL DISTRICTS***
- ***VOLUNTEER FIRE DEPARTMENTS***
- ***VOLUNTEER FIRST AID OR RESCUE SQUADS***
- ***COUNTY AND STATE COLLEGES***
- ***INDEPENDENT AUTHORITIES***
- ***QUASI-STATE AGENCIES***
- ***INDEPENDENT INSTITUTIONS OF HIGHER EDUCATION***



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Division of Purchase and Property

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- Cooperative Purchasing
- Public Information
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WELCOME

The Division of Purchase and Property ("DPP"), within the Department of the Treasury, was created under N.J.S.A. 52:18A-3 and serves as the State's central procurement agency.

Our Mission: Professionally and ethically procure the best valued products and services, in a timely manner and in accordance with State laws and regulations, to enable client agencies to meet their objectives.

The Division includes the Purchase Bureau, the Contract Compliance and Audit Unit ("CCAU"), and Distribution & Support Services ("DSS").

eBid Electronic Bidding

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Vehicle & Surplus Property Auctions

Special Notices

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Nov-09-2009	Notice To Vendors: State Employee Receipt of Gifts and Event Attendance	More Info
Oct-30-2009	Bid Opening Delay: RFP 10-X-21037, 10-X-20970, 10-R-20427	
Oct-23-2009	Request For Information: Disparity Study	More Info
Oct-21-2009	Bid Postponed: RFP 10-X-21137 - Foods: Fruits, Juices & Vegetables, Canned - DSS	More info

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Current Bidding Opportunities

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Jan-08-2010	DOCUMENT IMAGING MANAGEMENT SYSTEM (DIMS) Set-Aside	
Jan-15-2010	UTILITY TRUCK, 35,000 LB. GVWR W/13' BODY, 55' WH PLATFORM LIFT & ACCESS.	
Jan-20-2010	SUBSTANCE ABUSE SERVICES, DOC Set-Aside	
Jan-20-2010	AUDIT OF THE STATE'S FEDERAL PROGRAMS AND AWARDS Set-Aside	
Jan-20-2010	FIREFIGHTER PROTECTIVE CLOTHING AND EQUIPMENT	

[View All Current Bidding Opportunities](#)

Lastest Contract Updates

View All

T1812 06-x-37732	ACCOUNTANT SERVICES: DOBI INSURANCE PROGRAMS Updated
T2308 05-x-37742	ADVERTISING AND PUBLIC RELATIONS SERVICES: DOA Updated
T0343 07-x-39406	ADVERTISING MEDIA PLACEMENT SERVICES FOR RECRUITMENT Updated
T2167 06-x-37607	ADVERTISING/PUBLIC RELATIONS: MOTOR VEHICLE COMMISSION Updated
T1699 04-x-35825	ADVERTISING, OUTREACH & PUBLIC RELATIONSHIP SUPPORT & RELATED PROGRAMS, DFD Updated

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eBid Electronic Bidding
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Doing Business with the State of NJ
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eRFP Notification Login

Login ID:
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Oct-30-2009 **Term Contracts & Price Lists**

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Oct-23-2009 **Notice of Awards** [More Info](#)

Oct-21-2009 **eRFP Notification Email Service** [More info](#)

Forms [More info](#)

Other NJ Bid Opportunity Sites [Special Notices](#)

Directions

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Current Bidding Opportunities [View All](#)

Jan-05-2010	FEED: FISH FOOD, TROUT GROWER REQUEST STATE FISH HATCHERY
Jan-05-2010	FOOD SERVICE ITEMS, DISPOSABLE, PAPER & PLASTIC - DSS
Jan-07-2010	NJDEP EMERGENCY RESPONSE SERVICES TERM CONTRACT - STATEWIDE Set-Aside
Jan-08-2010	DOCUMENT IMAGING MANAGEMENT SYSTEM (DIMS) Set-Aside
Jan-14-2010	MANAGEMENT CONSULTING DCA LIHEAP Set-Aside

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Latest Contract Updates [View All](#)

T2378	CD,DVD AND VHS DUPLICATION SERVICES Updated
T0278	CONCRETE: CONSTRUCTION,CURB AND GUTTER (NEW, REMOVAL, REPAIR AND REPLACE) DOT Updated
T2522	CRIME SCENE INVESTIGATION PHOTOGRAPHIC EQUIPMENT Updated
T1845	FUEL OIL #1, 2D & WINTER MIX Updated
T0108	GAS, PROPANE Updated

[View All Updated Contracts](#)

Purchase and Property - Windows Internet Explorer
http://www.state.nj.us/treasury/purchase/pricelists.shtml

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Term Contracts and Price Lists

Search Term Contract(s) by:

- Key Word
- Title
- Vendor Contract Number
- T(erm) Contract Number (i.e. T1234)
- Vendor Name

Search

Obtain A Listing Of All Term Contracts by:

- T(erm) Contract Numbers
- T(erm) Contract Title
- T(erm) Contracts Updated In Last 10 Days

Search

When contracts are displayed, its **Notice of Award** can be viewed by clicking the Term Contract Number.

Contract Lists	Price Lists
<ul style="list-style-type: none">Statewide Contracts by TypeState Green Contract ListCooperative Purchasing ContractsExecutive Order 20 - Apparel Contracts	<ul style="list-style-type: none">Automotive PartsCell and Satellite PhonesFoodsFurnitureFuelsGIS SoftwareInformation Technology - HardwareInformation Technology - SoftwareTools

Last Updated: Tuesday, 12/01/09

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Term Contract Search by TNumber

[Click Here](#) to search more Term Contracts

T-Number	Title	Vendor	Contract #
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	PERMA BOUND	65596
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	ROBERTS BROTHERS LLC	65603
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	NYSTROM EDUCATION DIV	65607
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	STEPS TO LITERACY	65591
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	S & S WORLDWIDE INC	65610
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	ERIC ARMIN INC	65608
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	SUPPLIES SUPPLIES INC	65605
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	FLINN SCIENTIFIC INC	65621
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	CHARLES J BECKER & BROTHER INC	65592
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	TOM CAINE AND ASSOCIATES LLC	65595
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	FLAGHOUSE INC	67389
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	STUDENT PLANNER	65622
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	KURTZ BROS INC	65593
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	ACTION OFFICE SUPPLIES	65590
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	LAKESHORE LEARNING MATERIALS	65594
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	W B MASON CO INC	65604
T0114 06-x-37559	LIBRARY SUPPLIES, SCHOOL SUPPLIES & TEACHING AIDS	SCHOOL	65606

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Notice of Award
 Term Contract(s)

T-0114
**LIBRARY SUPPLIES, SCHOOL SUPPLIES &
 TEACHING AIDS**

Vendor Information
By Vendor
By Item
RFP Documents
Email to BEVERLY SPECK

Downloadable NOA Documents
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- [Download All Documents](#)
- [RFP Text](#) Adobe PDF (435 kb)
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 - [Method of Operation](#) Adobe PDF (11 kb)
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 - [Amendment #3 - Price Line Reversion](#) Adobe PDF (46 kb)
 - [Amendment #4 - Price List Updates](#) Adobe PDF (71 kb)
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The **Download All Documents** hyperlink will place compressed files on your computer. Files may be unzipped and viewed using WinZip. The evaluation version is available for free. [Click here](#) to learn more about WinZip or to download the latest version from the WinZip web site.

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[NOAs By Number](#)

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Index #:	T-0114
Contract #:	VARIOUS
Contract Period:	FROM: 06/01/06 TO: 05/31/10
Applicable To:	ALL STATE AGENCIES
Cooperative Purchasing:	POLITICAL SUBDIVISIONS*
Vendor Name & Address:	SEE VENDOR INFORMATION SECTION
For Purchase Bureau Use:	
Solicitation #:	37559
Bid Open Date:	01/06/06
CID #:	1031557
Commodity Code:	785-45
Set-Aside:	NONE

CONDITIONS AND METHODS OF OPERATION

Multi-Source Contracts: State Agencies and Cooperative Purchasing partners should review each vendor's product/service and prices carefully and place orders in accordance with the terms and conditions of the contract. Note that

- A. Delivery: All prices F.O.B. Destination
- B. Method of Operation - State Agencies Only:

Issue an agency purchase order to the appropriate contract vendor(s).

The **Download All Documents** hyperlink will place compressed files on your computer. Files may be unzipped and viewed using WinZip. The evaluation version is available for free. [Click here](#) to learn more about WinZip or to download the latest version from the WinZip web site.

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[NOAs By Number](#)

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Index #:	T-2206
Contract #:	VARIOUS
Contract Period:	FROM: 04/01/04 TO: 01/31/10
Applicable To:	SELECTED STATE AGENCIES
Cooperative Purchasing:	NOT APPLICABLE
Vendor Name & Address:	SEE VENDOR INFORMATION SECTION
For Purchase Bureau Use:	
Solicitation #:	36095
Bid Open Date:	02/06/04
CID #:	1027198
Commodity Code:	966-63
Set-Aside:	SMALL BUSINESS CAT 1, 2, & 3

CONDITIONS AND METHODS OF OPERATION

Multi-Source Contracts: State Agencies and Cooperative Purchasing partners should review each vendor's product/service and prices carefully and place orders in accordance with the terms and conditions of the contract. Note that

- A. Delivery: All prices F.O.B. Destination
- B. Method of Operation - State Agencies Only:

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In the event of an emergency, contact the following in the order listed:



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Term Contract(s)

T-0114
LIBRARY SUPPLIES, SCHOOL SUPPLIES &
TEACHING AIDS

- Vendor Information
- By Vendor
- By Item
- RFP Documents
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**Notice of Award
 Term Contract(s)**

**T-0114
 LIBRARY SUPPLIES, SCHOOL SUPPLIES &
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VENDOR INFORMATION

Vendor Name & Address:	ACTION OFFICE SUPPLIES PO BOX 277 ADELPHIA, NJ 07710
Contact Person:	SUNEET ARORA
Contact Phone:	732-534-3000
Order Fax:	732-534-3016
Contract#:	65590
Expiration Date:	05/31/10
Terms:	2% 10 NET 30
Delivery:	10 DAYS ARO
Small Business Enterprise:	YES
Minority Business Enterprise:	YES
Women Business Enterprise:	NO
Cooperative Purchasing *:	YES
* WILL VENDOR EXTEND CONTRACT PRICES TO COOPERATIVE PURCHASING PARTICIPANTS?	
Vendor Name & Address:	CASCADE SCHOOL SUPPLIES INC 1 BROWN ST NORTH ADAMS, MA 01247
Contact Person:	PETER COTE
Contact Phone:	800-628-5078
Order Fax:	866-298-6578
Contract#:	65589
Expiration Date:	05/31/10
Terms:	NONE
Delivery:	2 WEEKS ARO
Small Business Enterprise:	NO
Minority Business Enterprise:	NO
Women Business Enterprise:	NO
Cooperative Purchasing *:	YES
* WILL VENDOR EXTEND CONTRACT PRICES TO COOPERATIVE PURCHASING PARTICIPANTS?	
Vendor Name & Address:	CHARLES J BECKER & BROTHER INC 1500 MELROSE HIGHWAY PENNSAUKEN, NJ 08110-1410
Contact Person:	ERICH BECKER
Contact Phone:	215-464-6565
Order Fax:	215-464-8991
Contract#:	65592
Expiration Date:	05/31/10

Vendor Home Page

[Doing Business](#)

[Administrative Code](#)

[Frequently Asked Questions](#)

[Special Notices](#)

Bidding Opportunities/RFPs

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Current Bidding Opportunities [View All](#)

Sep-30-2010	MOBILE PAVEMENT-MARKING RETROREFLECTION SYSTEM, 9,500 LB. GVWR. CARGO VAN MOUNTED
Oct-05-2010	PRECISION-TYPE NURSERY SEED DRILL (BARE ROOT TYPE)
Oct-06-2010	UNIFORMS - CORRECTION OFFICER Set-Aside
Oct-13-2010	BOARD OF PUBLIC UTILITIES DATABASE RE-ENGINEERING PROJECT Set-Aside
Oct-14-2010	TEMPORARY NURSING SERVICES - STATEWIDE Set-Aside

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Latest Contract Updates [View All](#)

T0537_08-x-39951	AIR CONDITIONNG, HEATING & VENTILATING REPAIR PARTS Updated
T2572_10-x-21024	AIRPORT OPERATOR FOR SOUTH JERSEY REGIONAL AIRPORT (REBID) Added
T0408_07-x-37695	FURNITURE, OFFICE & LOUNGE NON-MODULAR & FILES Updated
T0901_05-x-36967	GOLF CARTS, GAS DRIVEN Updated
.....	INFORMATION TECHNOLOGY - DATA

Current Bidding Opportunities

Bidders are encouraged to refer to the [Special Notices](#) section of the web site for any changes pertaining to bid conferences, bid openings, site visits, etc.

eRFP Notification Service - Potential bidders should enroll in the new eRFP Notification Service to receive email notifications of RFPs being advertised. For more information [click here](#).

To View Request for Proposal click the link provided in the Request For Proposal Column.

Request For Proposal	Title	Bid Opening Date	Set-Aside Category
2011-R-21449 Addendum 02 Addendum 01	MOBILE PAVEMENT-MARKING RETROREFLECTION SYSTEM, 9,500 LB. GVWR CARGO VAN MOUNTED	09/30/2010	NONE
2011-R-21470	PRECISION-TYPE NURSERY SEED DRILL (BARE ROOT TYPE)	10/05/2010	NONE
2011-X-21427 Addendum 01	UNIFORMS - CORRECTION OFFICER	10/06/2010	SMALL BUSINESS CAT 1, 2, & 3
2011-X-21219 Addendum 03 Addendum 02 Addendum 01	BOARD OF PUBLIC UTILITIES DATABASE RE-ENGINEERING PROJECT	10/13/2010	SMALL BUSINESS SUBCONTRACTING
2011-X-21538 Addendum 03 Addendum 02 Addendum 01	TEMPORARY NURSING SERVICES - STATEWIDE	10/14/2010	PARTIAL SMALL BUSINESS CAT 1&2
2011-X-21447	INDEPENDENT MEDICAL EXAMINATIONS AND SUPPORT-PENSIONS AND BENEFITS	10/14/2010	SMALL BUSINESS SUBCONTRACTING
2011-X-26527	ELECTRONIC MONITORING EQUIPMENT AND SERVICES	10/14/2010	NONE

eRFP Notification Service

The eRFP Notification Service allows interested parties to receive **email** notifications on new and updated RFPs advertised by the Division of Purchase & Property.

This service will:

- Allow you greater flexibility in selecting RFP notifications
- Provide e-mail notifications pertaining to advertised RFPs and addenda issued
- Send email reminders of bid opening dates
- Replace the current traditional Bidders Mailing List
- [Enroll in the eRFP Email Notification Service](#)
- [Log in to the eRFP Email Notification Service](#)
- [View Frequently Asked Questions \(FAQs\)](#)

The eRFP Email Notification Service does not guarantee that your firm will be notified of all applicable bidding opportunities. To ensure you are aware of Advertised Bid Opportunities, potential bidders are encouraged to frequent the **[Current Bidding Opportunities](#)** for upcoming

The eRFP Email Notification Service does not guarantee that your firm will be notified of all applicable bidding opportunities. To ensure you are aware of Advertised Bid Opportunities, potential bidders are encouraged to frequent the **Current Bidding Opportunities** for upcoming bidding opportunities and to obtain/download specific Request for Proposals.

Frequently Asked Questions (FAQs)

1. [What is the difference between the eRFP Notification Service and eBid?](#)
2. [What features does the eRFP Notification Service provide?](#)
3. [How do I enroll in the eRFP Notification Service?](#)
4. [How do I log into the eRFP Notification Service?](#)
5. [How do I change my password?](#)
6. [What do I do if I forget my password?](#)
7. [How do I find and select commodity codes of RFPs I wish to be notified on?](#)
8. [How do I view the commodity codes I've selected?](#)
9. [Why are some of my Commodity Codes Green, Blue, or Red?](#)
10. [My business has changed, how do I remove commodity codes from my eRFP Notification Service account?](#)
11. [Can you choose a commodity code for me?](#)
12. [How do I view the Bidding Opportunities/RFPs available?](#)
13. [What is the "Q & A" link under the "Quick Links" menu for?](#)
14. [Is my information secure?](#)
15. [How do I get assistance with technical issues not covered by the FAQ?](#)
16. [If we are on the old "Bidder's Mailing List", are we automatically registered under the same classes that we were before on the new eRFP Notification Service?](#)

eRFP Notification Service Answers (FAQs)

Vendor Information Frequently Asked Questions

HOW DO I GET A CONTRACT NUMBER?

A contract number cannot be obtained by a telephone request or by completion of the eRFP Notification Service.

A contract number is assigned ONLY when a vendor has submitted a bid in response to a Request for Proposal (RFP), complied with the requirements of the RFP, AND is selected as the successful bidder.

A contract number may be used only for the goods/services specifically described in the contract.

Refer to [How to Do Business with the Division of Purchase & Property](#) for more information on the bidding and contract award processes.

HOW DO I REGISTER TO DO BUSINESS AS A SMALL BUSINESS?

To register as a small business please see <http://www.nj.gov/njbusiness/contracting/>

WHAT WORK IS SUBJECT TO THE NEW JERSEY PREVAILING WAGE ACT?

Other NJ Bid Opportunity Sites

- [Treasury Division of Property Management & Construction](#)
- [NJ Dept. of Transportation Procurement Division](#)
- [NJ Transit Corporation](#)
- [NJ Turnpike Authority/Garden State Parkway](#)
- [Sports and Exposition Authority](#)
- [Port Authority of NY & NJ](#)
- [Central Non-Profit Agency](#)
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- [NJ Dept. of Banking & Insurance](#)



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Hot Topics

- STATE OF NEW JERSEY
- NEW** [IMPORTANT NOTICE – FLOOD PLAIN MAPPING TERM CONTRACTS-open to consultants prequalified in Hydrology.](#)
 - NEW** [New Classification Trades – Telecommunications \(pdf 72k\)](#)
 - NEW** [Special Notice to all \(C051\) Contractors](#)

Welcome to the Division's Web pages. These pages provide information on our organization, its mission and functions. Your comments are welcome.

The functions of the Division of Property Management & Construction are defined under N.J.S.A. 52:18A et seq. In summary, the Division is responsible for the following major