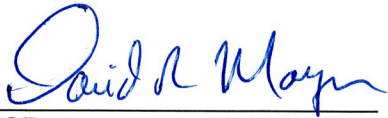


SPECIFICATIONS FOR
TEMPORARY LABOR FOR THE GLOUCESTER TOWNSHIP
GRASS AND LEAF COLLECTION

FOR THE TOWNSHIP OF GLOUCESTER
COUNTY OF CAMDEN



MAYOR



DEPARTMENT HEAD



BUSINESS ADMINISTRATOR

SOLICITOR

BID OPENING DATE: JANUARY 18, 2024 @ 10:00 AM

SPECIFICATIONS# MUA – TEMPORARY HELP BID



GLOUCESTER TOWNSHIP
JOIN THE EXCITEMENT

NOTICE TO BIDDERS

Township of Gloucester
P.O. Box 8
Blackwood, New Jersey 08012
(856) 227-8666

Notice is hereby given that sealed bids addressed to Clerk's Office, will be received up to 10:00 a.m. Thursday, January 18, 2024, at which time they will be publicly opened and read aloud at Township of Gloucester, 1261 Chews Landing-Clementon Road, Laurel Springs, New Jersey:

**Temporary Labor for the Gloucester Township
Grass and Leaf Collection**

Specifications and bid forms may be obtained from the office of the Gloucester Township Sewer Utilities Department, during normal office hours at 401 West Landing Road, Blackwood, NJ 08012 or The Township of Gloucester at 1261 Chews Landing Road, Laurel Springs, NJ 08021.

The Township of Gloucester reserves the right to reject any or all proposals in whole or part and to waive such informalities as may be permitted by law.

Bidders are required to comply with the requirements of N.J.S.A.40A:11-1 et. seq. by order of the Township of Gloucester.



GLOUCESTER TOWNSHIP
JOIN THE EXCITEMENT

TEMPORARY LABOR BID SPECIFICATIONS

The intent of this bid request is to obtain prices for the provision of temporary labor to assist in the seasonal operations in which the Gloucester Township Sewer Utilities Department requires additional manpower. The job categories are listed on the bid sheet. Temporary laborers will be required to arrive “safety equipped” including but not limited to: safety glasses, safety vest, safety belts for back support, safety gloves, steel tipped safety boots; and pick up grass and/or leaves and/or recycling material throughout Gloucester Township and deposit it into a rear loading compactor trash truck or side loading recycle truck.

All bids are to be returned to:

Township of Gloucester
P.O. Box 8
Blackwood, New Jersey 08012

With “Temporary Help Bid” marked on the outside of the envelope by 10:00 A.M., Thursday, January 18, 2024. Any questions, please contact Glenn Engelbert, Municipal Recycling Coordinator.

SPECIFICATIONS

The intent of this bid request is to obtain hourly rates for temporary labor as specified herein for ten (10) months from March 1, 2024 – December 31, 2024.

Interested agencies shall bid their hourly rates for each of the categories specified herein on the BID PROPOSAL. The total estimated man-hours required for the term of the Contract period is 7,000 hours. Rates shall be all inclusive.

Term of this contract shall be March 1, 2024 through December 31, 2024. Rates shall not change during this period of time. Agency shall include with their bid their complete job description for the job categories specified therein, including any restrictions.

Agencies must have insurance coverage, which shall include liability for bodily injury, property damage, comprehensive general liability, worker's compensation and primary commercial blanket bond. Bidders shall include with their bid the insurance coverage and limits for the coverage per the attached as well as agreement to the Hold Harmless language per the attached.

All vendors must obtain a Business Registration Certificate (BRC) from the State of New Jersey, Department of the Treasury, Division of Revenue prior to conducting business with the Township of Gloucester and must submit proof of same with the bid proposal. In addition, a Disclosure of Investment Activities in Iran Form is required.

The Township of Gloucester reserves the right to reject any personnel sent by the agency, which, in the Township's opinion, are not satisfactory to meet the Township's needs. The successful bidders shall be required to supply the requested personnel within twenty-four (24) hours of the request. However, it is understood that in today's economy, temporary help agencies may on occasion experience some difficulty in supplying the ordered personnel within the specified twenty-four (24) hour time frame. Therefore, in order to assure the procurement of the proper personnel in the time frame as specified herein the Township of Gloucester may make primary, secondary and tertiary awards for this bid. Orders will be requested in the order of award (i.e. primary, secondary, tertiary). All personnel supplied by the agency must remain on the job until that day's route/assigned workload is completed. All three awarded agencies shall hold their bid pricing for the term of this contract.

It is the intention of the Township of Gloucester to award this bid to the lowest qualified bidders. However, it shall be clearly understood that the low priced proposal shall not be the sole criteria upon which said Township will predicate its selection.

The Township of Gloucester reserves the right to award this bid in its entirety or reject all bids as deemed in its best interest.

The contractor shall furnish the Township of Gloucester with proof of insurance by providing a Certificate of Insurance from his authorized agent. The Township of Gloucester shall be named as an additional insured. The contractor shall give the Township of Gloucester Sewer Utilities Department thirty (30) days written notice of any material change in, cancellation of, or expiration of the policies. Any insurance company providing coverage must be authorized to do business in the State of New Jersey.

The following insurance is required:

General Liability – minimum \$1,000,000.00 each occurrence & aggregate (Bodily injury and property damage combined)

Workers' Compensation – Statutory

Commercial Blanket Bond

(Fidelity Insurance) \$1,000,000.00

HOLD HARMLESS

The contractor agrees to indemnify and hold harmless the Township of Gloucester and all its employees from and against any and all claims, damages, losses, suites, injury, liability and expenses (including attorney's fees) or other costs of any nature whatsoever which they may suffer, directly or indirectly in the connection with the negligent acts or omissions of the contractor, its agents, employees or subcontractors, and the agents, employees or any of them or anyone directly or indirectly employed by the contractor in connection with the carrying out of the contractor's obligations under this contract, and without limiting the generality of the foregoing, the same shall include injury or death to any person or persons and damage to any tangible property (including the loss of use resulting therefrom), including that of the Township of Gloucester.

JOB DESCRIPTION

LABOR, MANNING VEHICLES:

Under direction, performs varied types of manual and unskilled laboring work primarily, and does related work as required.

Loads, lifts and moves grass, leaves, and/or recyclable material into a rear loading compactor truck or side loading recycling truck.

Knowledgeable and familiar with all safety procedures in connection with refuse collecting vehicles.

TRUCK DRIVER WITH CLASS B CDL:

Under direction, operates, adjusts, and maintains the machinery used in shredding, baling, crushing, and/or compacting solid waste material.

Operates heavy truck compactor truck or separator truck to collect, transport, and discharge some types of recycled products, grass and/or leaves.

Ensures that equipment is ready for operation at all times by inspecting and lubricating moving parts, inspecting tires for proper inflation, checking brake hydraulic reservoir level and oil level, and making general inspections of the equipment for any obvious deficiencies.

Reads instructional and operational manuals to learn correct lubrication, adjustment, and repair procedures for equipment.

Performs a variety of manual unskilled laboring tasks and work assignments when not engaged in operation of equipment.

Receives assignments either in writing or orally explaining the work to be done and the equipment to be used to know the specifics of the assigned tasks.

Knowledgeable and familiar with all safety procedures in connection with refuse collecting vehicles.

BID PROPOSAL

Furnishing the temporary labor in accordance with the foregoing specifications.

TO: Township of Gloucester
Clerk's Office
P.O. Box 8
Blackwood, New Jersey 08012

The undersigned has carefully examined the foregoing specifications and agrees to supply the temporary labor requested for the price given below.

<u>Job Category</u>	<u>Hourly Rate</u>
Laborer, Manning Vehicles	_____
Truck Driver with Class B Commercial Drivers (CDL) License	_____

Signed _____

Name (print) _____

Company Name _____

Address _____

Phone _____

Contact Person _____

Title

Attachment III

(REVISED 4/10)

EXHIBIT A

MANDATORY EUQL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)

N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, the contractor will ensure that equal employment opportunity is afforded to such applicants in recruitment and employment, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such equal opportunity shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender indent or expression, disability, nationality or sex.

The contractor or subcontractor will send to each labor union, with which it has a collective bargaining agreement. A notice, to be provided by the agency contracting officer, advertising the labor union of the contractor's commitment under this chapter and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to meet targeted county employment goals established in accordance with N.J.A.C. 17-27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, and labor unions, that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principals of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the targeted employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decision of the State of New Jersey, and applicable Federal law and applicable Federal court decision.

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Public Contracts Equal Employment Opportunity Compliance as may be requested by the office from time to time in order to carry out the purpose of these regulations, and public agencies shall furnish such information as may be requested by the Division of Public Contracts Equal Employment Opportunity Compliance for conducting a compliance investigation pursuant to **Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.**

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the three following documents:

- 1. Letter of Federal Affirmative Action Plan Approval**
- 2. Certificate of Employee Information Report**
- 3. Employee Information Report Form AA302 (electronically provided by the Division and distributed to the public agency through the Division's website at www.state.nj/treasury/contract compliance)**

Company: _____

Signature: _____

Print Name: _____

Title: _____

Date: _____

State of New Jersey

Division of Public Contracts Equal Employment Opportunity Compliance

EMPLOYEE INFORMATION REPORT

IMPORTANT - READ INSTRUCTIONS ON BACK OF FORM CAREFULLY BEFORE COMPLETING FORM. TYPE OR PRINT IN SHARP BALLPOINT PEN. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM AND **SUBMIT THE REQUIRED \$150.00 FEE MAY DELAY ISSUANCE OF YOUR CERTIFICATE. DO NOT SUBMIT EEO-1 REPORT FOR SECTION B, ITEM 11.**

SECTION A - COMPANY IDENTIFICATION

1. FID. NO. OR SOCIAL SECURITY	2. TYPE OF BUSINESS <input type="checkbox"/> 1. MFG <input type="checkbox"/> 2. SERVICE <input type="checkbox"/> 3. WHOLESALE <input type="checkbox"/> 4. RETAIL <input type="checkbox"/> 5. OTHER	3. TOTAL NO. OF EMPLOYEES IN THE ENTIRE COMPANY.
4. COMPANY NAME		
5. STREET	CITY	COUNTY STATE ZIP CODE
6. NAME OF PARENT OR AFFILIATED COMPANY (IF NONE, SO INDICATE)		CITY STATE ZIP CODE
7. CHECK ONE: IS THE COMPANY: <input type="checkbox"/> SINGLE-ESTABLISHMENT EMPLOYER <input type="checkbox"/> MULTI-ESTABLISHMENT EMPLOYER		
8. IF MULTI-ESTABLISHMENT EMPLOYER, STATE THE NUMBER OF ESTABLISHMENTS IN NJ		
9. TOTAL NUMBER OF EMPLOYEES AT ESTABLISHMENT WHICH HAS BEEN AWARDED THE CONTRACT		
10. PUBLIC AGENCY AWARDDING CONTRACT	CITY	COUNTY STATE ZIP CODE

Official Use Only	DATE RECEIVED	INAUG DATE	ASSIGNED CERTIFICATION NUMBER

SECTION B - EMPLOYMENT DATA

11. Report all permanent, temporary and part-time employees ON YOUR OWN PAYROLL. Enter the appropriate figures on all lines and in all columns. Where there are no employees in a particular category, enter a zero. Include ALL employees, not just those in minority/non-minority categories, in columns 1, 2, & 3. **DO NOT SUBMIT AN EEO-1 REPORT.**

JOB Categories	PERMANENT MINORITY/NON-MINORITY EMPLOYEE BREAKDOWN													
	All Employees			***** MALE *****					***** FEMALE *****					
	Total (Cols. 2 & 3)	COL. 2 MALE	COL. 3 FEMALE	Black	Hispanic	Amer. Indian	Asian	Non Min	Black	Hispanic	Amer. Indian	Asian	Non Min	
Officials/Managers														
Professionals														
Technicians														
Sales Workers														
Office & Clerical														
Craftworkers (Skilled)														
Operatives (Semi-Skilled)														
Laborers (Unskilled)														
Service Workers														
Total														
Total employment From previous Report (if any)														
Temporary & Part Time Employees	The data below shall NOT be included in the figures for the appropriate categories above.													

12. HOW WAS INFORMATION AS TO RACE OR ETHNIC GROUP IN SECTION B OBTAINED?	14. IS THIS THE FIRST Employee Information Report Submitted? <input type="checkbox"/> YES <input type="checkbox"/> NO	15. IF NO, DATE LAST REPORT SUBMITTED
13. DATES OF PAYROLL PERIOD USED FROM: _____ TO: _____		

SECTION C - SIGNATURE AND IDENTIFICATION

16. NAME OF PERSON COMPLETING FORM (Print or Type)	SIGNATURE	TITLE	DATE
17. ADDRESS NO. & STREET	CITY	COUNTY	STATE ZIP CODE PHONE, AREA CODE, NO.

I certify that the information on this form is true and correct.

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant to N.J.S.A. 19:44A-20.8
TOWNSHIP OF GLOUCESTER

The following is a statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

“Local Unit Pay-To-Play Law” (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person’s spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

“business entity” means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

“interest” means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

The New Jersey Campaign Contributions and Expenditures Reporting Act
(N.J.S.A. 19:44A-1 et seq.)

19:44A-3 Definitions. In pertinent part...

p. The term “political party committee” means the State committee of a political party, as organized pursuant to R.S. 19:5-4, any county committee of a political party, as organized pursuant to R.S. 19:5-3, or any municipal committee of a political party, as organized pursuant to R.S. 19:5-2.

q. The term “candidate committee” means a committee established pursuant to subsection a. of section 9 of P.L. 1973, c. 83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. The term “joint candidates committee” means a committee established pursuant to subsection a. of section 9 of P.L. 1973, c. 83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county ; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

19:44A-8 and 16 Contributions, expenditures, reports, requirements.

While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:

“The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L. 1993, c. 65 (C.19:44A-7.2)

BUSINESS ENTITY DISCLOSURE STATEMENT
 CHAPTER 17 OF THE CODE OF THE TOWNSHIP OF GLOUCESTER
 NON-FAIR AND OPEN CONTRACTS
TOWNSHIP OF GLOUCESTER

This Disclosure Statement is required to be filed by a Business Entity pursuant to Chapter 17 of the Code of the Township of Gloucester.

Date of Statement 2024
 Calendar Year 2023

Part I – Vendor Disclosure Statement

The undersigned, being authorized and knowledgeable of the circumstances, does hereby disclose and certify that _____
 _____ has made the following reportable political contributions in the one year period preceding the date of entry into a contract or agreement to provide services to the Township of Gloucester, to any of the named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Township of Gloucester or any campaign fund account known and described as “Super PAC’s”.

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

- Partnership Corporation Sole Proprietorship Subchapter S Corporation
 Limited Partnership Limited Liability Corporation Limited Liability Partnership

Name of Stock or Shareholder	Home Address

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and /or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: _____
 Signature of Affiant: _____ Title: _____
 Printed Name of Affiant: _____ Date: _____

Subscribed and Sworn before me this _____ day of _____, 20____.	_____ (Witnessed or attested by)
My Commission Expires: _____	_____ (Seal)



**CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES
IN RUSSIA OR BELARUS PURSUANT TO P.L.2022, c.3**

CONTRACT / BID SOLICITATION TITLE _____

CONTRACT / BID SOLICITATION No. _____

CHECK THE APPROPRIATE BOX

I, the undersigned, am authorized by the person or entity seeking to enter into or renew the contract identified above, to certify that the Vendor/Bidder is not engaged in prohibited activities in Russia or Belarus as such term is defined in [P.L.2022, c.3](#),¹ section 1.e, except as permitted by federal law.

I understand that if this statement is willfully false, I may be subject to penalty, as set forth in P.L.2022, c.3, section 1.d.

OR

I, the undersigned am unable to certify above because the person or entity seeking to enter into or renew the contract identified above, or one of its parents, subsidiaries, or affiliates may have engaged in prohibited activities in Russia or Belarus. A detailed, accurate and precise description of the activities is provided below.

Failure to provide such description will result in the Quote being rendered as non-responsive, and the Department/Division will not be permitted to contract with such person or entity, and if a Quote is accepted or contract is entered into without delivery of the certification, appropriate penalties, fines and/or sanctions will be assessed as provided by law.

Description of Prohibited Activity

Attach Additional Sheets If Necessary.

If you certify that the bidder is engaged in activities prohibited by P.L. 2022, c. 3, the bidder shall have 90 days to cease engaging in any prohibited activities and on or before the 90th day after this certification, shall provide an updated certification. If the bidder does not provide the updated certification or at that time cannot certify on behalf of the entity that it is not engaged in prohibited activities, the State shall not award the business entity any contracts, renew any contracts, and shall be required to terminate any contract(s) the business entity holds with the State that were issued on or after the effective date of P.L. 2022, c. 3.

Signature of Authorized Representative

Date

Print Name and Title of Authorized Representative

Vendor Name

¹ Engaged in prohibited activities in Russia or Belarus” means (1) companies in which the Government of Russia or Belarus has any direct equity share; (2) having any business operations commencing after the effective date of this act that involve contracts with or the provision of goods or services to the Government of Russia or Belarus; (3) being headquartered in Russia or having its principal place of business in Russia or Belarus, or (4) supporting, assisting or facilitating the Government of Russia or Belarus in their campaigns to invade the sovereign country of Ukraine, either through in-kind support or for profit.



**STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PURCHASE AND PROPERTY**

**33 WEST STATE STREET, P.O. BOX 230
TRENTON, NEW JERSEY 08625-0230**

DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN FORM

BID SOLICITATION #: _____ **VENDOR/BIDDER:** _____

PART 1

CERTIFICATION

**VENDOR/BIDDER MUST COMPLETE PART 1 BY CHECKING ONE OF THE BOXES
FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE**

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person nor entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of the Treasury's Chapter 25 list as a person or entity engaged in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Vendors/Bidders **must** review this list prior to completing the below certification. **Failure to complete the certification will render a Vendor's/Bidder's proposal non-responsive.** If the Director of the Division of Purchase and Property finds a person or entity to be in violation of the law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party.

CHECK THE APPROPRIATE BOX

- OR** A. I certify, pursuant to Public Law 2012, c. 25, that neither the Vendor/Bidder listed above nor any of its parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). Disregard Part 2 and complete and sign the Certification below.
- B. I am unable to certify as above because the Vendor/Bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such information will result in the proposal being rendered as nonresponsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

PART 2

PLEASE PROVIDE ADDITIONAL INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

If you checked Box "B" above, provide a detailed, accurate and precise description of the activities of the Vendor/Bidder, or one of its parents, subsidiaries or affiliates, engaged in the investment activities in Iran by completing the boxes below.

ENTITY NAME: _____
RELATIONSHIP TO VENDOR/BIDDER: _____
DESCRIPTION OF ACTIVITIES: _____
DURATION OF ENGAGEMENT: _____
ANTICIPATED CESSATION DATE: _____
VENDOR/BIDDER CONTACT NAME: _____
VENDOR/BIDDER CONTACT PHONE No.: _____
Attach Additional Sheets If Necessary.

CERTIFICATION

I, the undersigned, certify that I am authorized to execute this certification on behalf of the Vendor/Bidder, that the foregoing information and any attachments hereto, to the best of my knowledge are true and complete. I acknowledge that the State of New Jersey is relying on the information contained herein, and that the Vendor/Bidder is under a continuing obligation from the date of this certification through the completion of any contract(s) with the State to notify the State in writing of any changes to the information contained herein; that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification. If I do so, I will be subject to criminal prosecution under the law, and it will constitute a material breach of my agreement(s) with the State, permitting the State to declare any contract(s) resulting from this certification void and unenforceable.

Signature Date _____

Print Name and Title