

REQUEST FOR PROPOSALS



Hair Salon Rental
Liberty Towers

Due: Tuesday, March 30th, 2021 by 10:00 AM

REQUEST FOR PROPOSALS

The Newton Housing Authority New Jersey will accept proposals for the rental of a hair salon at Liberty Towers, 32 Liberty Street, Newton, New Jersey. It is the Housing Authority's desire to lease its 250 square foot hair salon space to a licensed, qualified vendor to provide salon services to its 80-unit senior citizen population. Interested vendor will provide the following services:

1. All equipment, supplies, and other inventory necessary for operating a hair salon at 32 Liberty Towers, Newton, New Jersey.
2. Must provide evidence of liability and workers compensation insurance prior to executing a contract leasing the space.
3. All employees of the salon must meet all requirements as promulgated by the state of New Jersey.
4. The selected vendor must maintain obtain all necessary permits and operate according to all Department of Health and other applicable regulatory agencies.
5. Must provide phone service for residents to book their appointments.
6. Should be open at times that are convenient to senior citizens.

Qualifications:

- 1) Must have possess necessary license(s) for operating a hair salon.
- 2) Must be approvable by the United States Department of Housing and Urban Development.
- 3) Must provide evidence of adequate liability & workers compensation insurance prior to execution of the lease.

Proposal Submission:

All persons interested in submitting a proposal for leasing the hair salon should submit a proposal based upon a monthly lease amount. Proposals should be delivered to the office of the Newton Authority, 32 Liberty Street, Newton, New Jersey 07860 on or before Tuesday, March 30th, 2021 by 10:00 AM. One original and one copy shall be placed in a sealed envelope marked "Proposal for Hair Salon Lease."

Proposal Format:

- 1) Must include a listing of references.
- 2) Must provide copies of all licenses.
- 3) A Copy of the NJ Business Registration Form.
- 4) Listing of proposed prices for all services being offered.
- 5) Provide a written schedule of the hours and days that the salon will be open.

The Housing Authority reserves the right to reject any and all proposals, to waive any informality or to accept the proposal that

in its judgment shall be in the best interest of the Newton Housing Authority.

This Request for Proposals is being solicited as a Fair and Open solicitation in accordance with NJSa19:44a-20 ET SEQ.

WILLIAM F. SNYDER
Executive Director

Hair Salon Leasing
Liberty Towers
32 Liberty Street
Newton, New Jersey 07860

PROPOSAL SUBMISSION SHEET

- 1) Name/Address of Lessee:
- 2) Telephone Number:
- 3) Contact Person:
- 4) Proposed Monthly Lease Amount:
(Only using building residents as customers)
- 5) Proposed Monthly Lease Amount:
(with outside customer)
- 5) Other:

Legal Advertisement

Newton Housing Authority
32 Liberty Street
Newton, New Jersey 07860

REQUEST FOR PROPOSALS

The Newton Housing Authority will accept proposals for the following services:

“Leasing of Hair Salon Space
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It is the Housing Authority's desire to lease the first-floor hair salon space at Liberty Towers, 32 Liberty Towers, Newton, New Jersey. The Housing Authority would like to provide on-site hair salon services to its 80-unit senior citizen building. All services must be in accordance with the existing laws, rules, orders, directives, and regulations governing these services.

All persons interested in submitting a proposal for leasing the hair salon should contact the Newton Housing Authority to receive a copy of the formal Request for Proposals. The RFP is located on the Housing Authority's website at: newtonhousingauthority.com. The RFP specifies the scope of the services and the requirements for submitting proposals.

All proposals must be submitted to the office of the Newton Housing Authority, 32 Liberty Street, Newton, New Jersey on or before Tuesday, March 30th, 2021 by 10:00 AM.

The Housing Authority reserves the right to reject any and all proposals received for this work. It also reserves the right to terminate the vendor, for convenience, at any time during the term of the contract.

WILLIAM F. SNYDER
Executive Director

3/12/21

STANDARD BID DOCUMENT REFERENCE	
	Reference: VII-D
Name of Form:	BUSINESS REGISTRATION CERTIFICATE
Statutory Reference:	N.J.S.A. 52:32-44 (P.L. 2004, c.57)
Instructions Reference	Statutory and Other Requirements VII-D
Description:	Contractor must provide State Division of Revenue issued Business Registration Certificate with the bid submission.

Detailed information on this requirement is found in Division of Local Government Services Local Finance Notices 2004-17 (8/6/04), 2004-24 (11/1/04), 2005-12 (4/27/05) and on the Division web site at www.nj.gov/dca/lgs/lpcl. These resources and a Frequently Asked Questions resource should be consulted when questions arise.

