

BOROUGH OF METUCHEN

REQUEST FOR QUALIFICATIONS FOR METUCHEN ARTS DISTRICT FORUM THEATER PROJECT RESTAURANT/CATERER

Notice is hereby given that sealed bids will be received by the Borough of Metuchen in the County of Middlesex, New Jersey for Metuchen Arts District Project Restaurant/Caterer project. Qualifications will be opened and read in public by the Borough Clerk and QPA, 500 Main Street, Metuchen, New Jersey, 08840 on February 24, 2026 at 11:00am. prevailing time.

The Qualification Documents shall be delivered to the Borough Clerk, Municipal Building, 500 Main Street, Metuchen, New Jersey 08840 by 11:00 A.M. prevailing time on February 24, 2026. Respondents are reminded that proposals shall be enclosed in a sealed opaque envelope, and the outside of the envelope shall bear the name, address, and email address of the respondent as well as the indication of what they are responding to specifically. The Borough shall not be responsible for respondents mismailed, misdelivered, or misdirected. Respondents are responsible for the timely delivery of their proposal, and no proposal shall be accepted after the public call for receiving qualifications. Qualifications received after the date and time specified herein will be returned unopened to the respondent. The Borough assumes no responsibility for Proposals that are improperly mailed, misdirected or which arrive late.

Request for Qualifications Documents (“RFQ Documents”) for the proposed scope of services being sought can be obtained from the Borough website, www.metuchennj.org, under Bids, RFP, RFQ, from the Borough Clerk, 500 Main Street, Metuchen, New Jersey 08840 and may be inspected or received by prospective vendors during regular business hours, 8:00 AM to 4:00 PM, or requested via email at dzupan@metuchen.com. Prospective Respondents will be furnished with a copy of the RFQ Documents upon proper written request or in person request.

Qualifications should be submitted with the required forms and must be enclosed in a sealed envelope bearing the name and address of the Proposed Respondent, in a sealed envelope labeled “Metuchen Arts District request for Qualifications for Restaurant/Catering” and addressed to the Borough Clerk, Deborah Zupan, 500 Main Street, Metuchen, New Jersey 08840.

No proposal may be withdrawn for a period of sixty (60) days after the date set for the opening thereof. The contract will be awarded to the highest scoring, most qualified and responsible Vendor. It is the intention of the Borough to award a contract to the proposed vendor based upon relative experience, qualifications, and who will provide the highest quality of service at fair and competitive prices in accordance with the selection criteria set forth in the RFP Documents. The Borough reserves its rights to reject any or all proposals or to waive any informality and to accept the proposal that, in its judgment, will best serve the interests of the Borough consistent with the criteria set forth in the RFP Documents.

Proposed Vendors are required to comply with the current requirements of N.J.A.C. 10:5-31, N.J.A.C. 17:27, N.J.A.C. 5:34-1 and N.J.S.A. 34:11-56.25 et. seq. (P.L. 1963, c. 150, Prevailing Wages).

Deborah Zupan, RMC, CMR, Borough Clerk