

## **THE PORT AUTHORITY OF NY & NJ**

### **REQUEST FOR PROPOSALS FOR THE PERFORMANCE OF EXPERT PROFESSIONAL COMPUTER AIDED DRAFTING AND DESIGN (“CADD”) SERVICES (SMALL BUSINESS ENTERPRISES) AS REQUESTED ON A “CALL-IN” BASIS DURING 2020 THROUGH 2023 (RFP 58566)**

The Port Authority of New York and New Jersey (the “Authority”) is seeking Proposals in response to the subject Request for Proposals (“RFP”) for the performance of expert professional Small Business Enterprises (“SBEs”) computer aided drafting and design (“CADD”) services as part of the Engineering Operations Division’s Call-In Program for 2020 through 2023.

RFP #58566 may be obtained online at <http://www.panynj.gov/business-opportunities/bid-proposal-advertisements.html?tabnum=6>. Addenda to the RFP, if any, will be posted at this site. Monitor the advertisement on the web site to ensure your awareness of any changes.

If you have any technical problems accessing the documents online, email us at [askforbids@panynj.gov](mailto:askforbids@panynj.gov) or call us at (212) 435-4600 for assistance. Your email should include the RFP number, your firm name, email address, contact person, mailing address, and phone number.

It is currently anticipated that proposals shall be due by **2:00 PM** on **September 18, 2019** or as otherwise indicated in the document. Proposals must have the RFP Number and full legal firm name clearly indicated on the outside package.

The Port Authority of New York and New Jersey (Port Authority), in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Additionally, all bidders (including proposers, and respondents, as applicable) are notified that the Port Authority will ensure that, with respect to any contract/agreement entered into pursuant to this advertisement, disadvantaged business enterprises, minority business enterprises and woman-owned business enterprises, as applicable, will be afforded full and fair opportunity to submit bids, proposals and responses, as applicable, in response to this invitation, and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Send Proposal(s) to: The Port Authority of New York and New Jersey, Procurement Department, 4 WTC, 150 Greenwich Street, 21st Floor, New York, NY 10007, Attention: RFP/Proposal Custodian. **\*\*SEE RFP DOCUMENT FOR SPECIFIC DELIVERY INSTRUCTIONS\*\***

**A VALID PHOTO ID IS REQUIRED TO GAIN ACCESS INTO THE BUILDING, IF YOU ARE HAND DELIVERING YOUR PROPOSAL.**