

## ADVERTISEMENT FOR PROPOSALS

### ELECTRONIC FINANCIAL AID REFUNDING, PAYMENT PLANS & ONLINE PAYMENT PROCESS

RFP-18-09-P

### ROWAN COLLEGE AT BURLINGTON COUNTY

Notice is hereby given that sealed proposals will be received by Rowan College at Burlington County, Mount Laurel, New Jersey, for proposal titled "ELECTRONIC FINANCIAL AID REFUNDING, PAYMENT PLANS & ONLINE PAYMENT PROCESS", #18-09-P. The College is requesting that qualified organizations respond to this proposal.

Copies of the proposal document may be requested, in person, by mail, by emailing ([cheinlein@rcbc.edu](mailto:cheinlein@rcbc.edu)) or by calling (856) 242-5195. **Our physical address** is Rowan College at Burlington County, 3331 Route 38, Evans Hall, Rm 180, Purchasing Department, Mount Laurel, NJ 08054, hours of operation are between 9:00 a.m. and 4:45 p.m. Monday through Friday.

Proposals must be in duplicate (**2 original and 1 copy**) on the proposal forms provided in the manner designated, enclosed in a sealed envelope bearing on the outside of the envelope the **PROPOSAL TITLE AND NUMBER**, attention; Chester Heinlein, as well as the name and address of the Bidder. **Mailing address is:** Rowan College at Burlington County, 900 College Circle, Laurel Hall, Mount Laurel, NJ 08054.

**Deadline for bidder's questions is Wednesday, April 11, 2018, until 2:00 P.M.**

Proposals for the above, will be received by Rowan College at Burlington County, **until 2:00 p.m., (Prevailing Time), on WEDNESDAY, APRIL 25, 2018**, 900 College Circle, Evans Hall, Rm 180 Purchasing Department, Mount Laurel, NJ 08054, at that time proposals will be publicly opened and read immediately thereafter.

All Respondents will be required to comply with (1) Business Registration Act (P.L. 2004, c57); and (2) all requirements of P.L. 1975, c. 127 (N.J.S.A. 10:5 – 31 through 10:5 -38) and all duly adopted Affirmative Action Regulations (N.J.A.C. 17:27).

Rowan College at Burlington County may award a contract under N.J.S.A. 18A:64A-25.1 et seq. pertaining to "County College Contracts Laws".

"The College reserves the right to conduct interviews and other activities related to the qualifications of the vendors."

Respondents are advised of their responsibility to file an annual disclosure statement with the New Jersey Election Law Enforcement Commission (ELEC) pursuant to N.J.S.A. 19:44A-20.13 (P.L.2005, c.271, s.3). It is the respondent's responsibility to determine if filing is necessary. Additional information on this requirement is available from ELEC at 888-313-3532 or at [www.elec.state.nj.us](http://www.elec.state.nj.us).

By Order of Rowan College at Burlington County  
Mount Laurel, New Jersey  
Jaclyn Angermeier  
Executive Director, Financial Services

Publication Date: Tuesday, April 3, 2018

