

**REQUEST FOR PROPOSALS AND QUALIFICATIONS FOR
CONCESSION OPERATOR FOR THE TENAFLY LITTLE LEAGUE
SNACK BAR**

The Borough of Tenafly is soliciting quotes for a Concession Operator for the Little League Snack Bar.

Submission Deadline: 01:00 AM-Tuesday, March 10, 2026

Address all quotes to:

David Fanslau-Borough Administrator
Borough of Tenafly
100 Riveredge Road
Tenafly, New Jersey 07670

Proposals may be hand delivered or mailed. In the case of mailed proposals, the Borough assumes no responsibility for proposals received after the above stated designated date and time. Statements received after the designated date and time for receipt will not be accepted and will be returned unopened.

A person authorized to do so must sign each quote and all required submittals. Proposals must cover all information in this request. Responses, which in the judgement of the Borough fail to meet the requirements of this request, which are in any conditional, incomplete, obscure, contain additions or deletions from requested information or contain errors, may be rejected. All communications concerning this request shall be directed in writing to the Borough Administrator. The Administrator's decision shall be final and conclusive.

Proposals, when submitted shall be accompanied by a bid bond or certified check made payable to the "Borough of Tenafly", in the sum of not less than ten percent (10%) of the bid ("Bid Guarantee"). The Bid Guarantee shall be forfeited as liquidated damages if the bidder fails to execute and return the contract within ten (10) days after notification of the award of the contract and submission of the contract to the bidder for signature. The bidder shall also submit a Consent of Surety from an approved surety company, licensed to conduct business in the State of New Jersey agreeing that, if the Borough of Tenafly awards the bidder the contract the surety will provide the required performance bond. **Failure to submit a Bid Guarantee and/or a Consent of Surety shall result in the rejection of the bid.**

Bidders are advised they must comply with all applicable laws, including but not limited to the Affirmative Action requirements set forth in N.J.S.A. 10:5-31 (P.L. 1975, c127) and N.J.A.C. 17:27-1, et seq.

SCOPE OF SERVICES:

The Concession Operator shall operate the snack bar located at the Tenafly Little League Field. The Concession Operator shall further provide all necessary supervision and staffing to prepare the snack bars for operation, operate the Little League Snack Bar as specified during the baseball season, clean up, and close the snack bar at the completion of the season.

Operating Requirements-The snack bar shall be operated at all times in accordance with the following requirements:

1. The snack bar shall be open at all times when there are games scheduled and special events during the baseball season.
2. The Concession Operator shall provide an adult supervisor, at least 18 years of age at all times at the snack bar.
3. The Concession Operator shall be responsible for properly training all staff members and shall require staff to obtain a food handler certificate if required by the Health Officer.
4. The Concession Operator is responsible for keeping the snack bar clean at all times and emptying the garbage at the end of the night.
5. The Concession Operator shall accept all existing equipment in an "as-is" condition and shall replace and/or repair said equipment at their discretion and expense.
6. The Concession Operator shall provide any additional equipment necessary at their own expense.
7. The Concession Operator shall obtain all required Board of Health permits and licenses and maintain the snack bar in accordance with Board of Health requirements.
8. The Concession Operator shall provide and maintain for the duration of the contract adequate Worker's Compensation Insurance and Liability Insurance with a minimum coverage limit of \$1,000,000 per occurrence. A certificate of Insurance naming the Borough of Tenafly as additionally insured shall be provided for the duration of the contract period.
9. Abandonment: If, for any period of three (3) consecutive days the Concession Operator fail to open, staff and/or operate the snack bar in accordance with the terms of the contract, the premises shall be deemed abandoned and the Borough shall terminate the contract without notice to the Concession Operator. In that event, all property remaining on the premises shall be deemed abandoned by the Concession Operator and may be retained or removed by the Borough.
10. The Concession Operator must supply a copy of their Business Registration Certificate with the State of New Jersey.

GENERAL BUSINESS REFERENCES
Exhibit A

(List at least 5)

Name	Occupation	Business Address	Phone #
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SIGNATORY PAGE
Exhibit B

The undersigned, having examined this informal solicitation for Concession Operator for the Tenafly Little League Snack Bar and having full knowledge of the conditions under which the services described herein must be performed, hereby accepts the terms and conditions of this request.

NAME OF PROPOSER: _____

NAME OF AUTHORIZED SIGNATORY: _____

AUTHORIZED SIGNATORY SIGNATURE: _____

DATE: _____

CONTACT ADDRESS: _____

PHONE#: _____

E-MAIL ADDRESS: _____

