**MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND**

**NOTICE TO BIDDERS**

Sealed proposals for **RFQ 2025-01 – RFQ FOR BACKGROUND CHECK SERVICES** will be received until 11:00 A.M. on Tuesday, September 3, 2025, via BidNet Direct at https://www.bidnetdirect.com/new-jersey/meljif. Bid receipt closes at that time; proposals will be made publicly available via the BidNet platform.

Specifications will be available starting August 11, 2025, exclusively through BidNet. No email or in-person requests will be accepted. Proposals must be submitted electronically through BidNet. Late submissions will not be accepted.

Award is subject to a Fair and Open Process per *N.J.S.A. 19:44A-20.5 et seq*. Bidders must be registered with the State of NJ at award, include an Ownership Disclosure Affidavit (non-waivable), and comply with *N.J.S.A. 10:5-31 et seq*. and *N.J.A.C. 17:27*.

Matthew Cavallo, MPA, CMFO, QPA

Purchasing Agent