

**CITY OF CAMDEN  
REQUEST FOR PROPOSAL**

The City of Camden, through the Law Department's Risk Management Division, intends to acquire services for the following:

**RFP #17-25  
THIRD PARTY ADMINISTRATION FOR THE CITY OF CAMDEN'S GENERAL  
LIABILITY AND WORKER'S COMPENSATION CLAIMS**

The Purchasing Agent is hereby authorized to receive Proposals on Thursday, October 5, 2017 at 11:00 a.m. in the City Council Chambers, Second Floor, City Hall, Sixth and Market Streets, Camden, New Jersey, at which time and place proposal will be opened and read publicly.

**Guidelines** for the RFP may be obtained in the Office of the Purchasing Agent, Room 213, City Hall, 520 Market St., Camden, New Jersey during normal working hours.

The submitting person/agency must be qualified and experienced to conduct the services in the Proposal. Those not providing written proof of required qualifications and experience will be disqualified.

If awarded a contract, the contractor will be required to comply with the requirements of P.L. 1975, c27 (law against discrimination in public contract).

This proposal is being solicited through a fair and open process in accordance with the N.J.S.A. 19:44a-20.5 et seq.

Proposals will not be accepted after the time specified for submission. Proposals received after the hour appointed will be deemed invalid and returned unopened to sender.

Any questions concerning this Request for Proposal, please contact the City of Camden Purchasing Bureau at (856) 757-7159 or, preferably, fax questions to (856) 541-9668

Sealed bids intended for the Purchasing Agent **prior** to the designated time of public opening should be delivered to the Office of the Municipal Clerk, City Hall, Room 105, Camden, New Jersey 08101.

Lateefah Chandler  
Assistant Purchasing Agent

Dated: September 6, 2017