

## **Notice to Prospective Respondents**

The Jersey City Insurance Fund Commission (hereinafter "IFC") is soliciting Qualification Statements from interested persons and/or firms to provide insurance brokerage services more particularly described herein. Qualification statements will be evaluated in accordance with the criteria set forth in this Request for Qualification (RFQ).

Using this RFQ the IFC intends to establish a pool of insurance brokers who will be available to provide services as needed in conjunction with the IFC's desire to place various insurance coverage. One or more individuals/firms may be selected to provide services. The IFC will review Qualification Statements only from those firms that submit Qualification Statements which include all information required to be included as described herein .

The IFC intends to qualify person(s) and/or firm(s) that (a) possess the professional, financial and administrative capabilities to provide the proposed services, and (b) will agree to work under the compensation terms and conditions acceptable to the IFC which, taken in their entirety, will, in the sole opinion of the IFC, provide the greatest benefit to the taxpayers of City of Jersey City.

The selection of Qualified Respondents is not subject to the provisions of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. The selection is subject to the "New Jersey Local Unit Pay-to-Play" Law, N.J.S.A. 19:44A-20.4 et seq.

**ISSUE DATE: May 9, 2008**

**DUE DATE: May 20, 2008 at 11:00 a.m.**

### **Designated Contact Person**

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