

**TOWNSHIP OF MINE HILL
COUNTY OF MORRIS STATE OF NEW JERSEY**

REQUEST FOR PROPOSALS & QUALIFICATIONS FOR REGISTERED MUNICIPAL AUDITOR

NOTICE IS HEREBY GIVEN by the Township of Mine Hill that Request for Proposals will be received by the municipality on **May 13, 2026 at 10:00 A.M.** prevailing local time in the Township of Mine Hill Clerk's Office located at 10 Baker Street, Mine Hill, NJ 07803 at which time and place all sealed proposals will be opened publicly and read. Request for Proposal & Qualifications from Auditing Firms interested in serving as Registered Municipal Auditor for the Township of Mine Hill for the period commencing July 1, 2026 through June 30, 2027.

Obtaining Proposal Documents:

Proposal Documents shall be made available on April 15, 2026 on the Mine Hill Township Website at <https://minehill.com/bid-opportunities/> All Addenda, if any, will be posted on the website, therefore, all interested Respondents should check the website through the submission date due. It is the sole responsibility of the Respondent to be knowledgeable of all Addenda related to the procurement.

Submission Requirements:

Proposals may be hand-delivered to the Office of the Township Clerk, 10 Baker Street, Mine Hill, NJ 07803 during current business hours of 9:00 A.M. to 4:00 P.M. or mailed. Proposals shall be submitted in a sealed envelope addressed to the Township Clerk, bearing the name and address of the Respondent written on the face of the envelope (whether hand-delivered, mailed or via express overnight) and clearly marked "SEALED RFP - Township Auditor 2026".

One (1) signed original and eight (8) full copies of the proposal shall be submitted. All sealed proposals must be submitted on the proposal forms provided in the RFP document in order to be considered.

The Township disclaims any responsibility for RFPs forwarded by regular or overnight mail. Proposals received after the designated time and date will be returned unopened.

The Township of Mine Hill reserves the right to reject any and or all proposals if it is deemed to be in the best interest of the Township of Mine Hill to do so. The Township of Mine Hill also reserves the right to conduct interviews of any and or all applicants, as it deems necessary.

This solicitation has been advertised in accordance with the "Fair and Open" laws and nothing further shall be required under N.J.S.A. 19:44A-20.4.