

## TOWN OF WAREHAM

### Legal Notice

### REQUEST FOR PROPOSALS

SEALED PROPOSALS for providing Payroll Services for the Town for a three (3) year period commencing in January of 2019, subject to annual appropriation, shall be received at the Office of Procurement, on behalf of the Awarding Authority, the Town Administrator, Memorial Town Hall, 54 Marion Road, Wareham, MA 02571, until 11:00 A.M., on Monday, October 29, 2018. Proposals will not be publicly opened. Phone calls, telegrams, postmarks, etc. shall not be considered. Proposals not submitted on original forms shall be deemed non-responsive. **Submissions must be made in accordance with Chapter 30B of M.G.L. which requires TWO (2) sealed envelopes; one clearly marked "Payroll Services - Proposal" and the second clearly marked "Payroll Services - Price".** The Town of Wareham assumes no liability for proposals mistakenly opened due to improperly labeled envelopes and will return same to proposer without notice.

Specifications may be obtained from the Town Administrator's Office at the above address on or after 10:00 a.m. on Thursday, October 11, 2018.

The Town of Wareham reserves the right to reject any and all proposals, in whole or in part and to make awards in a manner deemed in the best interest of the Town as provided by M.G.L.

The Town of Wareham is an Equal Opportunity Employer. Proposals from Women and Minority Business Enterprises are strongly encouraged.

Derek Sullivan  
Chief Procurement Officer