



Contract No.	Contract Name	School District
GP-0288-R01	Internal Audit Consulting Services	N/A

ADVERTISEMENT

The New Jersey Schools Development Authority (“NJSDA”) is seeking to engage a consultant to assist the NJSDA’s Division of Internal Audit with respect to, but not limited to, the assessment and auditing of NJSDA operations, business processes, financial and information systems, construction projects, and other services. Services will be assigned on an as-directed and as-needed basis by Task Order. Task Orders will define the specific services and deliverables expected from the consultant.

Request for Proposals (“RFP”): A complete copy of the RFP, which outlines the steps required for participation in this procurement, may be obtained at [click here to view RFP](#). Technical Proposals must be submitted in compliance with and subject to all terms set forth in the RFP.

DPMC & NJSDA Prequalification Requirements: Not applicable; however, to be selected, a firm must be approved for moral integrity, pursuant to a review by the New Jersey State Police, as set forth in the RFP.

Notice of Intent to Participate: The NJSDA will not hold a traditional pre-proposal conference for this procurement. Any firm wishing to submit a Technical Proposal must provide timely notice of their intent to participate in the procurement by sending an e-mail message indicating such intent to Dave Kutch at dkutch@njsda.gov no later than 2:00 PM Eastern Time on April 17, 2023.

Questions from Interested Firms: Firms may submit written questions regarding this procurement to the NJSDA by sending them by e-mail to Dave Kutch at dkutch@njsda.gov no later than 2:00 PM Eastern Time on April 17, 2023. The questions and NJSDA answers will be provided via an addendum to the RFP to each firm that submitted a timely e-mail message to Dave Kutch at dkutch@njsda.gov indicating their intent to participate in the procurement. See RFP for details regarding advertisement and distribution of addenda.

Proposal Due Date: Technical Proposals must be received by the NJSDA at its offices at 32 East Front Street, Trenton, NJ 08625, no later than 2:00 PM Eastern Time on May 4, 2023. Submissions will only be accepted when delivered to NJSDA’s physical offices by hand delivery or trackable courier services such as Federal Express, UPS or similar. Submission of proposals through USPS postal services is not permitted, as delivery will be made to a post office box and timely receipt cannot be validated.

Evaluation Criteria: Submissions that are not responsive will be rejected without evaluation. Responsive proposals will be scored pursuant to the following evaluation criteria:

1. Understanding of the Required Services, including Access to the Firm’s Online Guidance and Audit Programs (20 points);
2. Approach to Providing the Scope of Services, including the Firm’s Technique for Auditing and Reporting of Active Construction Projects (20 points);
3. Experience in Construction and Operational Audits, including Case Studies of Assignments (30 points); and
4. Key Team Member Experience and Qualifications (30 points).

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27 et seq.

Date Advertised: April 4, 2023