



Purchasing Department  
SUZANNE TAYLOR, QPA  
Director of Purchasing

# TOWNSHIP OF PARSIPPANY-TROY HILLS

1001 PARSIPPANY BLVD.  
PARSIPPANY, NJ 07054

Tel: 973-263-4377

## PUBLIC NOTICE FOR THE SOLICITATION OF REQUEST FOR PROPOSALS FOR EMERGENCY MEDICAL SERVICE BILLING AND COLLECTION SERVICES

**NOTICE IS HEREBY GIVEN** that sealed request for proposal submissions will be received by the Township of Parsippany-Troy Hills Purchasing Agent for the services set forth below pursuant to competitive contracting under N.J.S.A. 40A:11-4.1 et seq.:

### EMERGENCY MEDICAL SERVICE BILLING AND COLLECTION SERVICES

Submission package may be examined or obtained at the Township Purchasing Office, Township of Parsippany-Troy Hills, 1001 Parsippany Boulevard, Parsippany, NJ 07054 (phone 973-263-4377), Monday through Friday during business hours, 9:00 a.m. to 4:30 p.m.

Request for proposals ("RFP") responses shall be submitted to Suzanne Taylor, Director of Purchasing, Township of Parsippany-Troy Hills, 1001 Parsippany Boulevard, Parsippany, NJ 07054 on or before **TUESDAY, OCTOBER 21, 2025, AT 10:00AM** prevailing time, at which time said responses will be publicly opened and read in the Municipal Chambers.

Responses must be enclosed in a sealed envelope. The service provider must indicate the following on the outside of the envelope: (1) the name and address of the service provider; (2) the RFP Title "Emergency Medical Service Billing and Collection Services;" and (3) "**Sealed RFP Response**". Responses may be delivered by hand, overnight courier or mail. The envelope containing the response must be received by the Township of Parsippany-Troy Hills by the date and time set forth above. No late responses will be accepted.

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.

Contracts will be awarded based on the most advantageous responses. The Township of Parsippany-Troy Hills reserves the right to reject any or all responses.

Suzanne Taylor, QPA  
Director of Purchasing