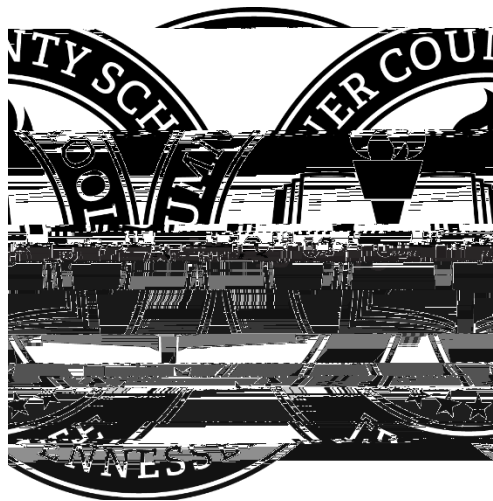


INVITATION TO BID (ITB)

NUMBER: 20180410-BOE

SUMNER COUNTY BOARD OF EDUCATION

RFP Title: **Orbital Scrubber**



Purchasing Staff Contact:

Chris Harrison
Purchasing Supervisor
615-451-6560
chris.harrison@sumnerschools.org

Janice Wright
Purchasing Coordinator
615-451-6569
janice.wright@sumnerschools.org

Release Date: March 26, 2018

Proposal Due Date: April 10, 2018 @ 10:00 a.m.

NOTICE TO PROPOSERS

There may be one or more amendments to this ITB. In order to receive communication for any such amendments issued specifically to this ITB, the proposer must provide the information requested below to the Sumner County Board of Education (SCS) Purchasing Department. The information may be sent by email to: Chris Harrison, Purchasing Supervisor, chris.harrison@sumnerschools.org. SCS will send amendments only to those proposers which complete and return this information in a timely manner.

ITB Number: **20180410-BOE Orbital Scrubber**

Company Name: _____

Mailing Address: _____

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3. Schedule of Events .33308.81[.3d.act 000 Tw 11.87 0-0 0 11.03.3330887[.3d.[D()-06reWIJEli8.0-.2 v()-06reWIJEry)6TJE o

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| RFP Issued | March 26, 2018 |
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6. New Vendors

- x To comply with Internal Revenue Service requirements, all vendors who perform any type of service are required to have a current IRS Form W-9 on file with the SCS Finance Department. It is a mandatory requirement to complete the IRS Form W-9 (Attachment 1) included in this RFP.

- x To comply with the Tennessee Lawful Employment Act (50-1-702 and 50-1-703), non-employees (individuals paid directly by the employer in exchange for the individual's labor or services) must have on file one (1) of the following documents:
 - o A valid Tennessee driver's license or photo identification;
 - o A valid driver's license or photo identification from another state where the license requirements are at least as strict as those in Tennessee;
 - o A birth certificate issued by a U.S. state, jurisdiction or territory;
 - o A U.S. government issued certified birth certificate;
 - o A valid, unexpired U.S. passport;
 - o A U.S. certificate of birth abroad (DS-1350 or FS-545)
 - o A report of birth abroad of a U.S. citizen (FS-240);
 - o A certificate of citizenship (N560 or N561);
 - o A certificate of naturalization (N550, N570 or N578);
 - o A U.S citizen identification card (I-197 or I-179); or
 - o Valid alien registration documentation or other proof of current immigration registration recognized by the United States Department of Homeland Security that contains the individual's complete legal name and current alien admission number or alien file number (or numbers if the individual has more than one number).

7.A Bid Form

Attn: Purchasing Supervisor
1500 Airport Road
Gallatin, TN 37066

Date_____

| BRAND | MODEL | COST | *Good Thru Date |
|-------|-------|------|-----------------|
|-------|-------|------|-----------------|

2. **OPEN RECORDS.** In order to comply with the provisions of the Tennessee Open Records Act, all proposals will be publicly opened and are subject to public inspection after the award upon written request. Proposers may be present at

9. **PROHIBITIONS/NO VENDOR CONTRACT FORM.** Acceptance of gifts from vendors is prohibited. T.C.A. §12-4-106. The contract documents for purchase under this ITB shall consist of the successful proposer's proposal and SCS's purchase order. **The proposer may request exceptions to terms and conditions and/or request SCS to accept other terms and conditions by means of subsequent documents such as invoices, warranty agreements, license agreements, etc. All subsequent documents shall be open to revision for impermissible language. SCS reserves the right to render the proposal unresponsive and subject the proposal to rejection if successful terms cannot be negotiated.**

10. **PROHIBITION ON HIRING ILLEGAL IMMIGRANTS.** Tennessee Public Chapter No. 878 of 2006, T.C.A. §12-3-309, requires that Contractor attest in writing that Contractor will not knowingly utilize the services of illegal immigrants in the performance of this Contract and will not knowingly utilize the services of any subcontractor, if permitted under this Contract, who will utilize the services of illegal immigrants in the performance of this Contract. The attestation shall be made on the form, Attestation