

Invitation to Bid

20180508-BOE

Ceiling Tile & Grid

Responses to an Invitation to Bid will be received by the Purchasing Supervisor, Sumner County Board of Education, 1500 Airport Road, Gallatin, TN 37066 for 20180508-BOE Ceiling Tile & Grid until May 8, 2018 @ 10:00 a.m. Local Time. Bid responses will be opened at that time, taken under advisement and evaluated. All proposals are subject to the Board of Education's conditions and specifications which are available from Chris Harrison, Purchasing Supervisor (615) 451-6560. All bids can be viewed on line at www.sumnerschools.org.

INVITATION TO BID (ITB)

NUMBER: 20180508-BOE

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: **20180508-BOE Ceiling Tile & Grid**

Company Name: _____

Mailing Address: _____

Phone Number: _____

Contact Person: _____

Email Address: _____

Authorized Signature: _____

Printed Name: _____

Date: _____

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1. Specification

The Sumner County Board of Education (SCS) is soliciting responses to secure unit pricing for ceiling tile and grid. The solicitation is for materials only (NO LABOR). The Proposer must include the cost for shipping to the SCS Support Services Facility in the price of the material. Pricing must be firm and valid for the entire contract term.

Delivery Address: Sumner County Board of Education
Support Services Facility
1500 Airport Road
Gallatin, TN 37066

Contract Term: July 1, 2018 t June 30, 2019

SCS reserves the right to extend this contract for an additional two, one-year terms. SCS shall accept a request for price increase sixty (60) days prior to expiration of the current term. Extensions are subject to approval by both parties.

The Bid Form indicates the Brand and Item No. for the items to price.

2. Source Selection and Contract Award

- x Award, if made, will be made to the proposer submitting the lowest cost proposal and whom is also determined to be Responsive.
 - o General Criteria to be determined
 - f Does the proposal include all required information?
 - f Does the proposal include completed attachment forms?
 - f Was the proposal delivered on or before the stated deadline?
- x SCS reserves the right to reject any proposal that takes exception to the specifications unless prior approval is requested and granted by SCS.
- x Upon mutual agreement by both parties, SCS shall grant the right to extend the terms, conditions and prices of contract(s) awarded from this ITB to other Institutions (such as State, Local and/or Public Agencies) who express an interest in participating in any contract that results from this ITB. Institutions will issue their own purchasing documents for purchase of the goods/services. Proposer agrees that SCS shall bear no responsibility or liability for any agreements between Proposer and the other Institution(s) who desire to exercise this option.

3. Schedule of Events

RFP Issued	April 23, 2018
Questions DEADLINE	May 2, 2018
RFP Submission DEADLINE	May 8, 2018 @ 10:00 a.m.

4. Delivery of Proposals

Sealed proposals will be accepted until [May 8, 2018 @ 10:00 a.m. Local Time](#). Proposals received after that time will be deemed invalid. Vendors mailing proposal packages must allow sufficient time to ensure receipt of

7.A Bid Form

Attn: Purchasing Supervisor
 1500 Airport Road
 Gallatin, TN 37066

Date _____

CEILING TILE	Sq. Ft. / carton	Price / carton
USG #2110 Radar tSquare Edge î[Æ î[Æ ñlô_		
USG #2115 Radar tSquare Edge tFire Rated î[Æ î[Æ ñlô_		
USG #2310 Radar tSquare Edge î[Æ ð[Æ ñlô_		
USG #2315 Radar tSquare Edge tFire Rated î[Æ ð[Æ ñlô_		
USG #7000G tNubby Premier tSquare Edge î[Æ î[Æ ñlô_		
CEILING GRID	Pieces / carton	Price / carton
USG Donn DXL24-050N î[D]v d		
USG Donn DXL216-050N î[Æ}•• d		
USG Donn DX422-050N ð[Æ}•• d		
USG M7-050 Wall Molding		
12 Gauge Hanger Wire		

By checking this box, Proposer agrees that SCS reserves the right to extend the terms, conditions and prices of this contract to other Institutions (such as State, Local and/or Public Agencies) who express an interest in participating in any contract that results from this ITB. Each of the piggyback Institutions will issue their own purchasing documents for the goods/service. Proposer agrees that SCS shall bear no responsibility or liability for any agreements between Proposer and the other Institution(s) who desire to exercise this option.

AUTHORIZED SIGNATURE:	
PRINTED NAME:	
TITLE:	
COMPANY NAME:	
PHONE:	
EMAIL	

7.B IRS Form W9

Request for Taxpayer Identification Number (TIN) **W-9**

Give Form to the _____ Form _____

1. Name (as shown on tax return)

2. Social security number

3. Taxpayer Identification Number (TIN)

4. Name of the entity (if different from the name on the tax return)

5. Name of the individual (if different from the name on the tax return)

6. City, state, and ZIP code

7. List account number(s) here (optional)

8. If you are a U.S. person (defined below) print _____

9. If not a U.S. person (defined below) print _____

Part II Certification

Under penalties of perjury, I certify that:

1. The information on this form is true and correct.

2. I am not a U.S. person (defined below).

3. I am not a U.S. resident alien.

4. I am not a U.S. partner in a partnership that has a U.S. partner.

5. I am not a U.S. estate.

6. I am not a U.S. trust.

7. I am not a U.S. fiduciary.

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ATTACHMENT 7.C t Attestation Re Personnel

ATTESTATION RE PERSONNEL USED IN CONTRACT PERFORMANCE

CONTRACTOR LEGAL ENTITY NAME:	
FEDERAL EMPLOYER IDENTIFICATION NUMBER: ()	

The Contractor, identified above, does hereby attest, certify, warrant and assure that the Contractor shall not knowingly utilize the services of an illegal immigrant in

ATTACHMENT 7.D tStandard Terms & Conditions
SUMNER COUNTY BOARD OF EDUCATION (SCS)

1. PREPARATION AND SUBMISSION OF BID.

- a. Failure to examine any drawings, specifications, or instructions will be at the proposer [• ~~CEA~~ Any deviation from the stated terms, conditions and specifications must be coordinated with and approved in writing by the SCS Purchasing Supervisor.
- b. ITB SUBMITTAL / SIGNATURE: Proposal shall give the full name and business address of the bidder. If the proposer is a corporation, the name shall be stated as it is in the corporate charter. Proposals must be signed in ink by the proposer's authorized agent. Unsigned proposals will be rejected. Proposals are to be sealed and the outside of the envelope is to reference the ITB number. The person signing the proposal must show their title, and if requested by SCS

