

INVITATION TO BID (ITB)

NUMBER:20220210

SUMNER COUNTY BOARD OF EDUCATION

This solicitation document serves as the written determination of the SCS Purchasing Supervisor that the use of Competitive Sealed Proposal for this solicitation is in the best interest of SCS.

RFP Title **Direct to Garment Printer**

Purchasing Staff Contact:

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Release Date: January 27, 2022

Proposal Due Date: February 10, 2022 @ 10:00 am Local Tim

Any alterations to this document made by the proposer may be grounds for rejection of proposals, cancellation of any subsequent award, or any other legal remedies available to the Sumner County Board of Education.

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

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1. Specification

SCS is soliciting bids for the following list of equipment. The bid price must include cost of delivery to individual schools located within Sumner County, TN. The bidder must include product information for each item proposed in the ITB. If applicable, the bidder can include a list of any features/services/products included with the purchase at no additional cost.

Direct to Garment Printer

- XL, Adult and Youth Platen Toppers
- 1 Full set of ink
- Training
 - o Equipment
 - o Software
- 2-year Parts & Labor Warranty

Professional Print Software

- Color Management
- Device Profiling
- Halftoning
- Image Handling
- Print Que Manager

Pre-Treat Machine

- Fully enclosed spray chamber
- Adjustable spray cycle time and spray length
- No air compressor required
- Standard 110v power requirement

Heat Press

- 16x20 Clamshell
- Auto Release Pop-Up action
- "Hover" feature
- Digital controls

2. Source Selection and Contract Award

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 "Responsive"
 - Does the proposal include all required information?
 - Does the proposal include completed attachment forms?
 - Was the proposal delivered on or before the stated deadline?

SCS reserves the right to reject any proposal that takes exception to the specifications unless prior approval is requested and granted by SCS.

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. Each of the "piggyback" 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	January 27, 2022
RFP Submission DEADLINE	February 10, 2022 @ 10:00 am Local Time

4. Delivery of Proposals

Sealed proposals will be accepted until **February 10, 2022 @ 10:00 am Local Time**. Proposals received after that time will be deemed invalid. Vendors mailing proposal packages must allow sufficient time to ensure receipt of their package by the time specified. SCS shall not accept proposals via electronic transmission such as email, fax, etc. There will be no exceptions. Proposals will be opened and read aloud. The reading of the bids will begin at **10:00 am Local Time**

Due to the nature of deliveries to the SCS Support Services Facility by carriers such as UPS, FedEx and such like; the proposal package will be accepted if the date and time on the delivery confirmation are indicated to be on or before the Proposal Deadline.

Delivery Address: Sumner County Board of Education
 Attn: Purchasing Supervisor
 1500 Airport Road
 Gallatin, TN 37066

The package containing the proposal must be sealed and clearly marked on the outside of the package:

**20220210 Direct to Garment Printer
 DO NOT OPEN**

7.A Bid Form

Attn: Purchasing Supervisor
 1500 Airport Road
 Gallatin, TN 37066

Date _____

DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED TOTAL
Direct to Garment Printer	3		
Professional Print Software	3		
Pre-Treat Machine	3		
Heat Press	3		
GRAND TOTAL			

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.

By Signing below, Proposer certifies they have carefully examined all instructions, requirements, specifications, terms and conditions of the RFP and certifies:

It is a reputable company regularly engaged in providing goods and/or services necessary to meet the requirements, specifications, terms and conditions of the ITB.

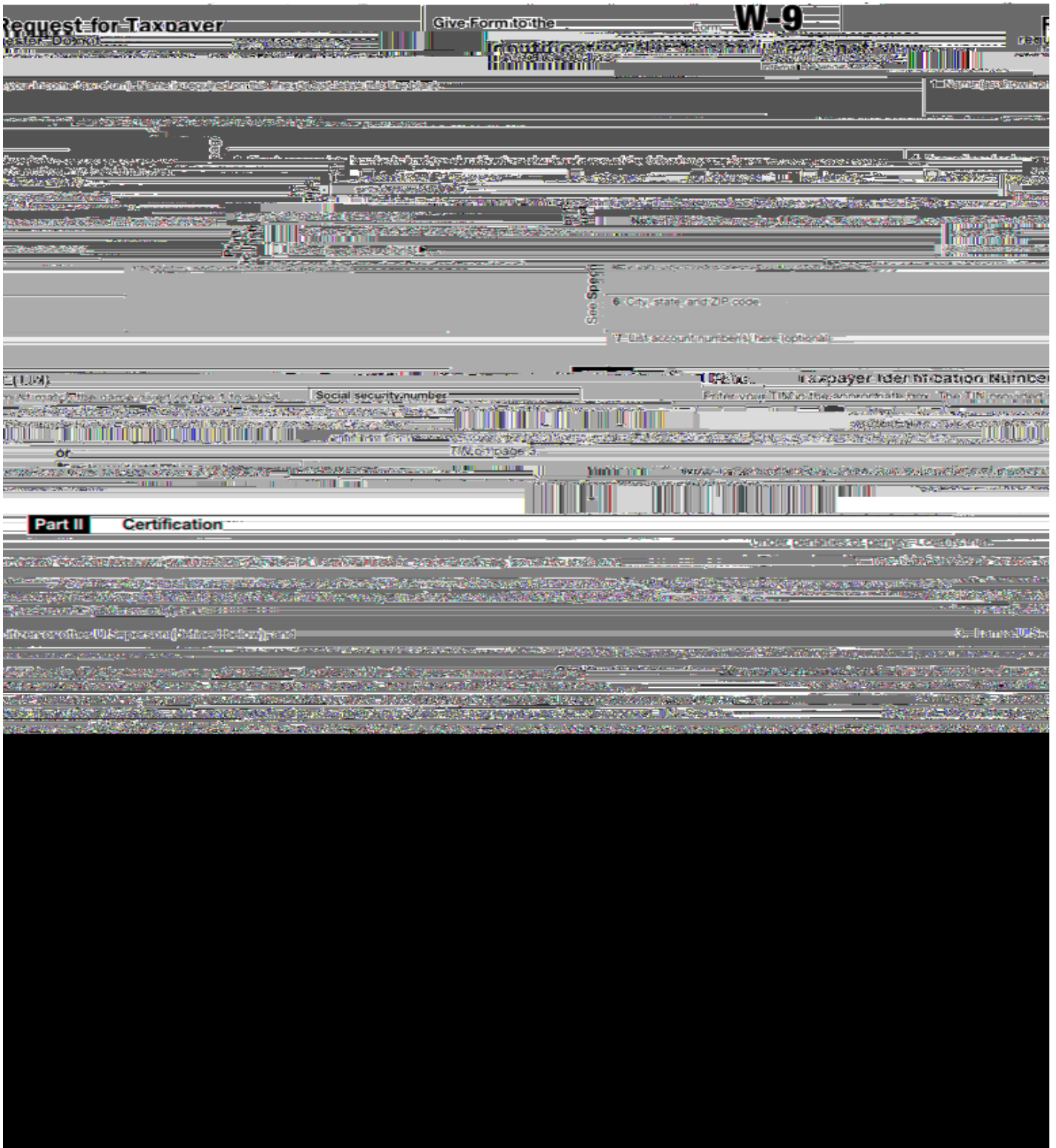
All statements, information and representations prepared and submitted in response to the ITB are current, complete, true and accurate. Proposer acknowledges that the Sumner County Board of Education (SCS) will rely on such statements, information and representations in selecting the successful proposer(s).

That the prices quoted shall be SCSs pricing for the products and/or service.

It shall be bound by all statements, representations, warranties and guarantees made in its proposal.

Proposer acknowledges that the contract may be canceled if any conflict of interest or appearance of a conflict of interest is discovered by SCS, in its sole discretion.

7.B IRS Form W9



7.C Certification of NonCollusion & Debarment or Suspension

The undersigned Proposer certifies that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other respondent, and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal.

The undersigned Proposer certifies, to the best of its knowledge and belief, that it and its principals:

Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency;

Have not, within the three-year period preceding the proposal, had one or more public transactions (federal, state or local) terminated for cause or default; and

Are not presently indicated or otherwise criminally or civilly charged by a government entity (federal, state or local) and have not, within the three-year period preceding the bid, been convicted or had a civil judgement rendered against it:

- o For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public transaction (federal, state or local) or a procurement contract under such a public transaction;
- o For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
- o For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making fals4(i)11.04 Tf1 0 0 1 192 r12(m)-WñBTc r0E 186r ,oSm0 g0 G()JTJETQq0.00000912 0

**ATTACHMENT 7. Standard 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's risk. Any deviation from the stated terms, conditions and specifications must be coordinated with and approved in writing by the SCS Purchasing Supervisor.
- b.** RFP/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 RFP/ITB number. The person signin

3. **ACCEPTANCE AND AWARD** reserves the right to reject any and all proposals and to waive any informality in proposals and, unless otherwise specified by the proposer to accept any item in the proposal. Action to reject all proposals shall be taken for unreasonably high prices, errors in the proposal documents, cessation of need, unavailability of funds, or any other reason approved by SCS. SCS: pbs (44) 66012010305 (p) 03 (hr) 8150, 26 (pt) 5692 (r) 0 (p) 8600 (a) 05209 (ff) 00 00 05 (J) 1302028 (h) 4 (a) 80 (a) 13499 (3) (o) 3256 (e) 5 (c)
- a. Contracts and purchases will be made with the lowest, responsive, responsible, qualified proposer. The quality of the articles to be supplied, their conformity with the specifications, their suitability to the requirements of the Institution, cash discount offered, and the delivery terms will be taken into consideration.
 - b. Any deviation from these stated terms, specifications and conditions must be coordinated with and approved in writing by the Purchasing Supervisor.
 - c. Prices quoted on the response (if any) are to be considered firm and binding until the said equipment, supplies or services are in the possession of SCS.
 - d. SCS reserves the right to order more or less than the quantity listed in the proposal.
 - e. If a proposer fails to state a time within which a proposal must be accepted, it is understood and agreed that SCS shall have ninety

