

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~~, 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: **2018041003-BOE Uniform Purchase**

Company Name: _____

Mailing Address: _____

Phone Number: _____

Contact Person: _____

Em9(____)P8.0207 To .00000912 0 612 79_____ may be sent by email to: C EMC6 TJ ET 0 61-3(____)9(____)-3

TABLE OF CONTENTS

1. Specification
2. Source Selection and Contract Award
3. Schedule of Events
4. Delivery of Proposals
5. Protests
6. New Vendors
7. Attachments
 - A. Bid Form/Certification
 - B. IRS Form W9
 - C. Attestation Re Personnel
 - D. Standard Terms and Conditions

1. Specification

SCS is soliciting this ITB to secure pricing for the purchase

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 Does the proposal include all required information?
 - o Does the proposal include completed attachment forms?
 - o 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 have the right to extend the terms, conditions and prices of contract(s) awarded from this to other Institutions (such as State, Local and/or Public Agencies) who express an interest in participating in any contract that results from this. Each 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 | March 26, 2018 |
| Questions DEADLINE | April 4, 2018 |
| RFP Submission DEADLINE | April 10, 2018 @ 11:00 a.m. Local Time |

4. Delivery of Proposals

Sealed proposals will be accepted until **April 10, 2018 @ 11:00 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 their package by the time specified. There will be no exceptions. Proposals will be opened and read aloud. The reading of the bids will begin **at 11:00 a.m. 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 vendor 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:
2018041003-BOE Uniform Purchase
DO NOT OPEN

7.A Bid Form

Attn: Purchasing Supervisor
1500 Airport Road
Gallatin, TN 37066

Date _____

| Description | Brand | Stock No. | Cost S t XL | Cost XXL- UP | Percent Discount for Bulk Orders |
|-------------------|------------|-----------|----------------|-----------------|-------------------------------------|
| [Redacted] k Pant | [Redacted] | | | | |

7.B IRS Form W9

ATTACHMENT 7.0 Attestation Re Personnel

ATTESTATION RE PERSONNEL USED IN CONTRACT PERFORMANCE

| | |
|---|--|
| CONTRACTOR LEGAL ENTITY NAME: | |
| FEDERAL EMPLOYER IDENTIFICATION NUMBER (or Social Security 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 the performance of this Contract and shall not knowingly utilize the services of any subcontractor who will utilize the services of an illegal immigrant in the performance of this Contract, T.C.A. § 12-3-309.

SIGNATURE & DATE: _____

NOTICE: This attestation MUST be signed by an individual empowered to contractually bind the Contractor.

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

9. PROHIBITIONS/NO VENDOR CONTRACT FORM. Acceptance of gifts from vendors is prohibited C.A. §12-4-106. The contract documents for purchase under this shall consist of the successful proposer's proposal and SCS's purchase order. The proposer