REQUEST FOR PROPOSAL (RF

NUMBER:

Proposals for this solicition is in the best interest of SCS.

RFP TitleLockset Installation Services

Purchasing Staff Contact:

Chris Harrison	Janice Wright
Purchasing Supervisor	Purchasing Coordinator
615-451-6560	615janice.wright@sumnersc

ReleaseDate: December 28, 2023

NOTICE TO PROPOSERS

There may be one or more amendments to this RFP. In order to receive communication for any such amendments issued specifically to this RFP, the proposer must provide a Notice of Intent to PtopbesSumner County Board of Education (SCS) Purchasing Department proposer must utilize this form when submitting notidenenotice may be sent by email to: Purchasing Offiperchasing@sumnerschools.org. SCS will send amendments only to those proposers which complete and return this information in a timely manner.

RFP Number:	20240116 Lockset Installation Services
Company Name:	
Mailing Address:	
-	
Phone Number:	
Contact Person:	
Email Address:	
Authorized Signature	
Printed Name	
Date	

Emailed amendments will be sent in a Microsoft Word (Office for Windows) or Portable Document Format (pdf) format. Any alterations to the document made by the proposer may be grounds for rejection of proposal, cancellation of any subsequent award or any other legal remedies available to the Sumner County Board of Education.

Amendments will also be posted on the SCS website https://sumnerschools.org/index.php/cutoidestand-rfps and attached to the solicitation listing as a PDF or WORD file. Check the particular solicitation on the Current Bids and RFI webpage for any posted amendments.

By completing and returning this form, the Proposer has expressed its intent to provide a prior 282140116 Lockset Installation Services

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1. Introduction/Overview

1.1. Purpose

The Sumner County Board of Education (SCS) is requesting sealed proposts also for the installation of locksets throughout the District specified herein

1.2. Contact Information

Unauthorized contact regarding this RMR employees or officials of SCS other than the Purchasing Supervisonamed below may result in disqualification from this procurement process.

Interested parties must direct all communication regarding this RFP to the Purchasing SuperhoisisrSCSs only official point of contact for this RFP.

RFP Procedures

Chris Harrison Purchasing Supervisor 1500 Airport Road Gallatin, TN 37066

chris.harrison@sumnerschools.org

SCS Facilities requiring the installation of new locksets.

LOCATION	Quantity of Locksets	LOCATION	Quantity of Locksets
BeechElementary	99	Beech High	32
3120 Long Hollow Pike		3126 Long Hollow Pike	
Hendersonville, TN 3707		Hendersonville, TN 37075	
Gene Brown Elementary	57	George Whitten Elementary	64
115 Gail Drive		140 Scotch Street	
Hendersonville, TN 3707		Hendersonville, TN 37075	
Hawkins Middle	158	Hendersonville High	256
487A Walton Ferry Road		123 Cherokee Road	
Hendersonville, TN 3707		Hendersonville, TN 37075	

Indian Lake Elementary 505 Indian Lake Road

- Contractors awarded construction projects for the improvement of real property will be required to provide the following:
 - o Signed AIA

- o A certificate of naturalization (N550, N570 or N578);
- o A U.S citizen identification card1(97 or 1179); or
- 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).

5.3. Acknowledgement of Insurance Requirements

By submitting a proposal, Proposer acknowledges that it has read and understands the insurance requirement

The outside of the proposal paths must be labeled as follows (if applicalple) T.C.A §62-6-119:

1.

5.7. Evaluation of Proposals

The SCS Purchasing Supervisor will first examine the proposals to reject those that are clearly onosive to the statedrequirements. Proposers who are determinated non-responsive and/or no-responsible will be notified of this determination.

The evaluation process will include the following factors:

- Company Experience and Qualifications
 - o The nature and scope of the Proposers business.
 - o The number of years the Proposer has been licensed to do business.
 - o The number of years the Proposer has been providing the requested services.
 - o How many similarly sized or larger 1 clients have you contract with?
- Compensation/Price Data
 - o Address all costs associated with performance of the contracted services.
- Past Performance and References
 - o Provided a minimum ofhtree (3

ATTACHMENT.16-Contact Information

Company Legal Name:			
Company Official Address:			
Company Web Site (URL):			
Contact Person for projeatdmi	nistration:		
Name:			
Address:			
Phone Number:		(office)	
		(mobile)	
Email Address:			

ATTACHMENT.36-References

1	. Projectuamentocation	
	Agency/Department:	
	Date of Project:	Dollar Value:
	Project Manager/Contact:	
	Phone:	

ATTACHMENT 64 - Certification of NonCollusion & Debarment or Suspension

The undersigne@roposer certifieshat 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 onditions of said proposal have not been communicated by the

ATTACHMEN6.5 – Attestation Re Personnel

ATTESTATION RE PERSONNEL USED IN CONTRACT PERFORMANCE

CONTRACTOR LEGAL ENTITY NAME:	
FEDERAL EMPLOYER IDENTIFICATION NUM (or Social Security Numb)er	BER:

The Contractor, identified above, does hereby attest, certify, warrant and assure that the Contractor shall not

ATTACHMENT 6.6Attestation Non-Boycott of Israel

The Contractor certifies that it is not currently engaged in and will not for the duration of the contract engage in, a boycott of Israel as defined by Tenn. Code Ann.-§-129. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars (\$250,000) or to contractors w .8 (t)4.9 (o)-9.6 (t)10.6 (c) c .8 (1S5 (i2.9)).

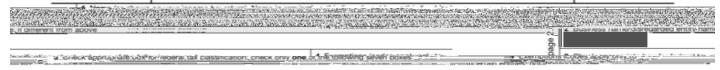
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ATTACHMENT86-W9

Form W-9
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.



10. PROHIBITION ON HIRING ILLEGAL IMMIGRATION Chapter No. 878 of 2006. 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 threat

and will not knowingly utilize the services of any

ATTACHMENT 160 - Vendor Checklist

Vendor Checklist for Prevention of Common RFP Mistakes that lead to Proposal Rejection

Submission of Proposal OnTime Submittal Deadline is listed in Section & Sehedule of Events Late Proposals will be IMMEDIATELY DISQUALIFIED A Proposer may not submit alternate proposals unless requested. Tax not included in cost proposal. Clearly marked outside of envelope/package. RFPNumber and "DO NOT OPEN" Vendor Name, License Number, Expiration Date & License Classification (if applicable)

o Other License data as required in Section-5Proposal Package