REQUEST FOR PROPOSAL (RFP)

NUMBER: 20180130-BOE

SUMNER COUNTY BOARD OF EDUCATION

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 - *An online, fillable version can be found at https://www.irs.gov/pub/irs-pdf/fw9.pdf
- 6.10. Standard Terms & Conditions
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٦.	SOURCE	Selection	and Cont	ract Award

• Award(s), if made, will be made to the Responsive and Responsible proposer(s) whose proposal is most advantageous to SCS, taking into consideration price and the other

5.6. Delivery of Proposals

Sealed proposals will be accepted until <u>January 30, 2018 @ 10:00 a.m. Local Time</u>. 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 <u>10:00 a.m. Local Time</u>.

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

5.7. Evaluation of Proposals

The SCS Purchasing Supervisor will first examine the proposals to reject those that are clearly non-responsive to the stated requirements. Proposers who are determined to be non-responsive and/or non-responsible will be notified of this determination.

The evaluation process will include the following factors:

- Proposed Timeline
- Proposed Materials
 - o The quality of the materials.
- 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.
- Compensation/Price Data
 - o Address all costs associated with performance of the contracted services.

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5.8. Request for Clarification of Proposals

Requests for clarification of proposals shall be distributed by the Purchasing Supervisor in writing (or email).

5.9. Protests

In the event that any interested party finds any part of the listed specifications, terms or conditions to be discrepant, incomplete or otherwise questionable in any respect; it shall be the responsibility of the concerned party to notify the SCS Purchasing Office of such matters immediately upon receipt of the RFP. All notifications must be sent to the Purchasing Supervisor via email at purchasing@sumnerschools.org.

Any actual or prospective Proposer who is aggrieved in connection with the RFP or award of a contract may protest to the Purchasing Supervisor and/or the Sumner County Board of Education at its regularly

ATTACHMENT 6.1 – Contact Information

Company Legal Name:		
Company Official Address:		
Company Web Site (URL):		
Contact Person for project admi	tion:	
Name:		
Address:		
Phone Number:	(office)	
	(mobile)	
Email Address:		



Attn: Purchasing Supervisor 1500 Airport Road Gallatin, TN 37066

ATTACHMENT 6.2 – Bid Form/Certification 20180130-BOE Electrical Service & Distribution Equipment Replacement

Date	
l,	, a duly authorized representative of
	hereby submit our bid for 20180130-
BOE Electrical Service & Distribution Equipment F	Replacement in accordance with the specifications and instructions set
forth in these bid documents.	
TOTAL PROJECT COST	
Authorized Signature	
Title	
Printed Name	
Vendor Legal Name	
Address(street)	(city, state, zip)

ATTACHMENT 6.3 – References

Project Name/Location:		
Agency/Department:		
Date of Project:	Dollar Value:	
Project Manager/Contact:		
Phone:	Email:	
Project Name/Location:		
Agency/Department:		
Date of Project:	Dollar Value:	
Project Manager/Contact:		
Phone:	Email:	
Project Name/Location:		
Agency/Department:		
Date of Project:	Dollar Value:	
Project Manager/Contact:		
Phone:		
Project Name/Location:		
Agency/Department:		
Date of Project:	Dollar Value:	
Project Manager/Contact:		
Phone:	Email:	

*Proposers may copy this page and submit additional references.

ATTACHMENT 6.4 – Certification Regarding Debarment or Suspension

ATTACHMENT 6.6 – Statement of Non-Collusion

The undersigned affirms 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.

Company:			
		 	
Phone:		(office)	
		(mobile)	
Respondent Sigr	nature:		
Respondent (Pri	nt Name & Title):		
Authorized Com	pany Official (Print Name): .		

ATTACHMENT 6.7 - Attestation Re Personnel

ATTESTATION RE PERSONNEL USED IN CONTRACT PERFORMANCE

CONTRACTOR LEGAL ENTITY NAME:	
FEDERAL EMPLOYER IDENTIFICATION NUMBER: (or Social Security Number)	

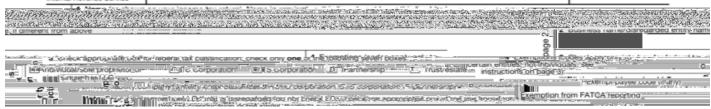
The Contractor, identified above, does hereby attest, certify, warrant, and assure that the Contractor shall not knowingly utilize the services of an illegal immigrant in the r-8.3 (r2.6 (E)-)-4.8 (Na 7388 (n t)-4.7M1.5 (h.p(nt)-4.8 (i-8 (n t.7 (C) (n t

ATTACHMENT 6.9 - W9



Request for Taxpayer Identification Number and Certification

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



- 9. PROHIBITIONS/NO VENDOR CONTRACT FORM/TENNESSEE LAW. Acceptance of gifts from vendors is prohibited. T.C.A. §12-4₁106. The contract documents for purchase under this bid request shall consist of the successful bidder's bid and SCSs purchase order. The bidder 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 document shall be open to revision for impermissible language. SCS reserves the right to render the bid unresponsive and subject the bid to rejection if successful terms cannot be negotiated. The contract shall be governed by Tennessee law.
- 10. PROHIBITION ON HIRING ILLEGAL IMMIGRANTS. Tennessee Public Chapter No. 878 of 2006, T.C.A. §12-3-309, requires that Gontactor attest in writing that Contractor T