

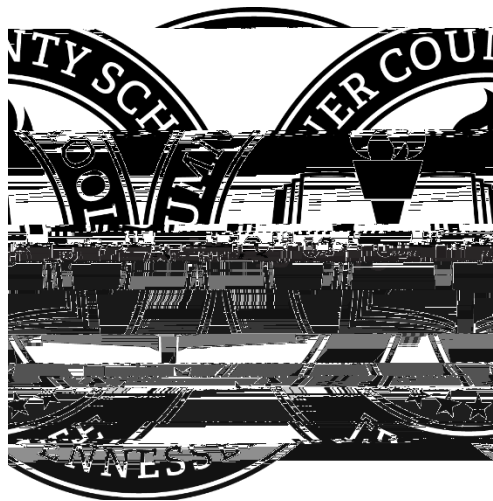
# INVITATION TO BID (ITB)

NUMBER: 20181204BOE

## SUMNER COUNTY BOARD OF EDUCATION

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

RFP Title: **Uniview Camera Mounts**



### Purchasing Staff Contact:

Chris Harrison	Janice Wright
Purchasing Supervisor	Purchasing Coordinator
615-451-6560	615-451-6569
chris.harrison@sumnerschools.org	janice.wright@sumnerschools.org

Release Date November 15, 2018



## TABLE OF CONTENTS

1. Specification

2. Source Selection and Contract Award

3.

8Tj -0.001 Tc 0.0</MCID 12 >>BDC 0.020 Tc -0.004 Tw

1. Specification

SCS is soliciting bids for the purchase of Uniview Camera Mounts. This solicitation is closed to substitute or alternate products. Any interested bidder is required to bid on the brand/model indicated on the Bid Sheet. Cost for shipment/delivery is ~~to be~~ included. A loading dock and forklift are available at the delivery location.

Delivery Address	Sumner County Board of Education 1500 Airport Road Gallatin, TN 37066
------------------	---

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 ~~to~~ completed attachment forms?
  - Was ~~the~~ proposal delivered on or before the stated deadline?

.2-.9rrorshh a2833 (s)ft1.2 (p) 2.2 (ET 1 0.0 rg 251.280208392 96 44-0.7206. f BT(e)g 1 Tf1 0.001 T3 0.0

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:

**“20181204BOE Uniview Camera Mounts  
 DO NOT OPEN**

#### 5. 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 matters immediately upon receipt of the ITB. All notifications must be sent to the Purchasing Supervisor via email at [purchasing@sumnerschools.org](mailto:purchasing@sumnerschools.org)

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

#### 6. New Vendors

To comply with Internal Revenue Service requirements, all vendors who perform any type of service are required to have a current IRS Form 990 on file with the SCS Finance Department. It is a mandatory requirement to complete the IRS Form 990 (Attachment 1) included in this RFP.

To comply with the Tennessee Lawful Employment Act (50-1-702 and 50-1-703), nonemployees (individuals paid directly by the employer in exchange for the individual's labor or services) must have on file one (1) of the following documents:

- o A valid Tennessee driver's license or photo identification;
- o A valid driver's license or photo identification from another state where the license requirements are at least as strict as those in Tennessee;
- o A birth certificate issued by a U.S. state, jurisdiction or territory;
- o A U.S. government issued certified birth certificate;
- o A valid, unexpired U.S. passport;
- o A U.S. certificate of birth abroad (DS50 or FS45);
- o A report of birth abroad of a U.S. citizen (FS8);
- o A certificate of citizenship (N560 or N561);
- o A certificate of naturalization (N550, N570 or N578);
- o A US citizen identification card (I197 or I179); or
- o 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).

7.A Bid Form

Attn: Purchasing Supervisor  
 1500 Airport Road  
 Gallatin, TN 37066

Date \_\_\_\_\_

QUANTITY	DESCRIPTION	PRICE EAC	SHIPPING	EXTENDED TOTAL
450	Uniview UNTRWM03AIN Outdoor Wall Mount			

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 SCS shall bear no responsibility or liability for any agreements between Proposer and the other Institution(s) who desire to exercise this option.

AUTH048 Tg88R2.7 4n8.

7.B IRS Form 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.**

page 2

Check appropriate box for federal tax classification. Check only **one** of the following seven boxes. Exemptions (Codes) apply only to certain entities. Not for individuals. See instructions on page 3.

Individual/sole proprietor  
 C corporation  
 S corporation  
 Partnership  
 Trust/estate  
 Beneficiary of an estate  
 Beneficiary of a trust

Exemption from FATCA reporting

ATTACHMENT C – 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)

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. ITBSUBMITTAL / SIGNATURE: Proposals shall give the full name and business address of the bidder. ~~14.6191.8 (I)-0~~



9. PROHIBITIONS/NO VENDOR CONTRACT FORM. Acceptance of gifts from vendors is prohibited. CA §124-106. The contract documents for purchase under this JT51.1 (1p 0.00)ha.2 (s)1D6 m<</MCID 2 >4 (hcos)JT4 (n(TB)].5 (e1p 0.in88H