

Invitation to Bid
Simpson County Board of Education
Discount Store Bid
430 South College Street
Franklin, KY 42134

The Simpson County Board of Education will receive sealed bids for the purchase of materials and supplies from a discount store as described herein. You are invited to submit a sealed bid, subject to the terms and conditions of this invitation. Please read the instructions and specifications carefully. Complete and submit pages labeled Part I and Part II. Failure to comply with these instructions may disqualify your bid.

Bids must be mailed or delivered to Amanda Dewese, Finance Director, 430 South College Street, Franklin, KY 42134 in a sealed envelope marked "Discount Store Bid". Faxed bids will not be accepted.

The period of the bid contract shall be from April 1, 2014 until March 31, 2015 with the option to extend yearly upon agreement of both parties.

All bids must be received by 9:30 a.m. local time, March 21, 2014 and none will be considered thereafter. Failure to have the bid submitted prior to the deadline will automatically prevent the reading of your bid. The Board of Education cannot be responsible for failure of the mail to deliver the bid on time. You may contact Amanda Dewese at 270-586-8877 for information concerning this bid.

Bids will be opened and read March 21, 2014, 10:00 a.m. local time at The Simpson County Board of Education, 430 South College Street, Franklin, KY 42134. You are welcome to be present at the bid opening. The final decision to award a contract will be made by the Simpson County Board of Education.

BID FORM – PART 1

Contract Period is April 1, 2014 Through March 31, 2015.

This bid is requesting a percentage off discount on store prices. “Store” shall mean shelf asking price of retail/wholesale goods and services. Multiple awards in the same product category shall be made if deemed in the best interest of the owner.

_____ Percentage of Discount for Items In Store

_____ Do You Have A Representative Store in Our Area?

List Any Restrictions For The Above Discount:

List Any Delivery Restrictions and Costs:

Please Be Advised That Vendors Are Not Permitted To Send Letters To The Schools Announcing Bid Awards.

Authorized Signature:_____ Date:_____

Name & Title Typed or Printed:_____

Company Name:_____

Company Address:_____

Telephone:_____ Fax:_____ E-Mail:_____

BID FORM – PART II

The specifications for the purchase of discount store items are based on the product specifications as identified in the store. The Simpson County Board of Education in no way intends to limit bidding to certain manufacturers but have used these specifications to set product design and quality standards only. All bids of equal or better quality will be given equal consideration. The apparent low bidder may be asked to make available for inspection by school officials an example of the supplies which has been bid in order for us to adequately ensure the quality of the item. Only items not identified through other district bids will be inclusive.

All bids are to include delivery and freight charges. Purchases will be identified by an individual purchase order number. Any shipments must be received at the individual school, packaged and identified by each purchase order number. Any deviation from this must be indicated on the bid.

The Simpson County Board of Education reserves the right to purchase all or part of the desired individual products at the stated bid price. All products may not be purchased in one lot.

The bid will be awarded on best bid basis and the Simpson County Board of Education reserves the right to accept or reject any or all bids or to accept any portion of a bid that it may deem to be in the Board's best interest.

This bid has no total dollar guarantee. The Board of Education shall be obligated only to the extent of such purchases that are actually made.