NOTICE TO PROSPECTIVE SUPPLIERS

Attached is our bid list for 2019-2020 School Year for:

SPRING-FORD Band/Orchestra/Music Instruments

We direct your attention to the "General Instructions and Conditions for Bid." Sealed bids will be received by the Spring-Ford Area School District:

For: **Band/Orchestra/Music Instruments**
Date: **August 9th, 2019**
Time: **1:00PM**

Submit bids to Spring-Ford Area School District, 857 South Lewis Road, Royersford, PA 19468. Proposals shall be publicly opened at 1:00 PM. on the date noted above in the Administration Office at the aforementioned address.

SPRING-FORD AREA SCHOOL DISTRICT
857 South Lewis Road
Royersford, PA 19468
(610) 705-6000
FAX (610) 705-6245

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BID SPECIFICATIONS AND CONDITIONS

FOR

Band/Orchestra/Music Instruments

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Bids Due Date: **August 9th, 2019**
Time: **1:00PM**

SPRING-FORD AREA SCHOOL DISTRICT
857 SOUTH LEWIS ROAD
ROYERSFORD, PA 19468

General Specifications and Conditions

SUBMISSION OF BIDS

Proposals are to be submitted to Rachael Fenyus, Staff Accountant, Spring-Ford Area School District, 857 South Lewis Road, Royersford, PA 19468, on the forms furnished to each bidder, in the manner, and at the time and place specified in the "NOTICE TO PROSPECTIVE SUPPLIERS." All proposals are to be signed by the owners or authorized representative of the firm submitting the bid and sealed in an envelope plainly marked as to the contents. (**BID FOR SPRING-FORD Band/Orchestra/Music Instruments**).

PREPARATION OF BIDS

Unit and total costs, description, and other data which bidders place on the form provided by the school district are to be entered with a typewriter (black only), ink or regular ball point pens. Make sure all numbers are clear and readable.

RESERVATIONS

The school district expressly reserves the right to accept or reject any or all price quotes to make awards on a per item, group of items, or lump sum basis; and to waive informalities in quotes received where such rejection or waiver is in the interest of the school district. Bidders on a lump-sum basis are required to express the deduction granted for such method of award as a percent of their quote and to further state the minimal dollar amount of the award from which such discount will be granted.

The right to expand or reduce the specified quantities by an amount not exceeding 20% is expressly reserved to the school district and bidders submit their proposal with full knowledge and acceptance of this provision.

SUBSTITUTIONS

All items identified by catalog number, manufacturer's name, model or serial numbers, etc. are so designated to express the quality and quantity of a particular item which is eligible for consideration under our specifications. Alternate items of equal characteristics may be substituted. Bidders on substitutes must: (1) Identify clearly on their bid through description, model number, etc., the item they propose to supply. Unless this is done all bids will be accepted on the basis of the item specified. (2) Furnish catalog cuts, technical data, etc., on all furniture and equipment. (3) Agree to furnish at his/her expense samples in such reasonable quantities as may be requested for evaluation by the school district. Samples of equipment and furniture remain the property of the bidder and are to be removed by and at his/her expense.

WITHDRAWAL OF BIDS

Bidders may withdraw their proposal after it has been received by the Spring-Ford Area School District provided the bidder makes his/her request in writing prior to the time fixed for the opening of bids. Negligence on the part of

the bidder in preparing his/her bid confers no right of withdrawal or modification of his/her bid after such bid has been opened.

No bid may be withdrawn for a period of ninety (90) days from the date of opening. All proposals submitted are F.O.B. destination specified or later indicated by the school district. Delivery points in the school district and the symbols by which they are identified on some bid specifications are as follows:

SHIP TO BLDG.

BUILDING ADDRESS

Multiple Locations – District Wide Delivery

BILLING ADDRESS

Spring-Ford Area School District
Administration Office
Attn: Accounts Payable
857 South Lewis Road
Royersford, PA 19468-2711
Phone 610.705.6000
Fax 610.705.6245

Deliveries under this proposal are to be made Monday through Friday between 8:00 AM and 3:00 PM.
Band/Orchestra/Music Instruments needed as soon as possible.

Any hazardous chemical supplied as identified under the Right to Know Act, the container shall be so labeled with Material Safety Data Sheets forwarded accordingly.

PAYMENT

Payments shall be made for the price bid, which shall be net of any taxes from which the school district is exempt, after full performance by the bidder.

BID SECURITY AND BONDS

Proposals which aggregate in excess of $2,000 shall be accompanied by the bid bond or certified check payable to the Spring-Ford Area School District in the amount of 5% of such bid. This security will be forfeited as liquidated damages in the event of the successful bidder's failure to furnish a performance bond in the full amount of any award exceeding $200 within the (10) days of written notice of said award. Certified checks of unsuccessful bidders shall be returned within ten (10) days of award; certified checks of successful bidders furnishing performance bonds shall be returned upon receipt of the bond; those whose aggregate award is less than $200 shall have the option of furnishing a performance bond or allowing their checks to be retained until such time as their obligations under the award have been fully discharged.

NON-COLLUSION AFFIDAVIT

Please complete Non-Collusion Affidavit and return with bid sheets.

PLEASE PRINT

NAME OF FIRM: _____

ADDRESS: _____

_____

CITY/STATE _____
ZIP CODE

PHONE # _____

FAX # _____

CONTACT PERSON _____

SIGNATURE OF:
Individuals, Partners or Corporate Officer_____

_____

TITLE: _____

PURCHASE PRICE OF EQUIPMENT: $_____

EQUIPMENT SHIPPMENT DATE _____

Return the following with your bid:

_____ Non-Collusion Affidavit

_____ Bid List with bid prices

_____ Bid Bond (if applicable)

_____ PLEASE COMPLETE AND RETURN THIS PAGE WITH YOUR BID

Instrument type	Model	Quantity	Unit Cost	Total Cost
1/4 double bass	Amati	7		
Bell Kit w/rolling bag	Musser M651R	5		
3/4 cello	Amati Artisan	4		
Single French Horn	Yamaha YHR314II	1		
Full Size Baritone - Lacquered	King 625	1		
3/4 size 3 valve tuba	Yamaha YBB-105WC	1		
Keyboard stand/bench/sustain pedal pack	On-Stage KPK6550	1		
88 key digital piano	Alesis Recital Pro	1		
bass clarinet	Selmer 1430LP	2		
baritone saxophone	Selmer La Voix	1		
SB250L-LS System Blue Lacquer Marching Baritone Large Shank	System Blue	8		
Marching Baritone Bach 5g Small Shank Mouthpiece	Bach	8		
Fox Renard 330 Intermediate Oboe	Fox	1		
R S Berkeley SUZ912 White Fiberglass Sousaphone	RS Berkeley	1		