

COMPETITIVE PROPOSAL INVITATION
BOYD I.S.D.

GENERAL PROPOSAL CONDITIONS

1. The Boyd Independent School District (herein referred to as District) is requesting **discount proposals** from discount vendors at stated discount, catalog price or list price. The purpose of this request is to establish a vendor or vendors for the purchase of Cafeteria Food and non-food items, Fuel for Buses and District Travel, Custodial Supplies, Building Maintenance Supplies, HVAC Supplies, Instructional Supplies, Athletic Supplies, Music/Band supplies, Library Books/Supplies, Technology Equipment and Services, Furniture Items for Offices and Classrooms. We will not award the bid to any one company but will make your proposed discount available to our teachers and administrators. Purchases will be based on selection, service, and price.
2. This is a discount and catalog/list price proposal and there is not a guaranteed minimum or limitations on individual or total amounts, frequency or total number of orders by the District.
3. Vendors who do not submit a proposal are requested to notify the Boyd Independent School District, Central Administration, in writing if they wish to receive future requests. Failure to do so may result in their being deleted from our vendor list.
4. Questions concerning this proposal shall be addressed to the Business Manager, Boyd Independent School District at (940) 433-9503.
5. Cash discounts offered may be considered in determining the successful supplier. Cash discount period will start from the date of receipt of acceptable invoice or from date of receipt of acceptable materials, whichever is later.
6. Evaluation of proposals takes into account the following considerations: price, quality, suitability for the intended use, probability of continuous availability, vendor's service and date of proposed delivery and placement.
7. During the performance of this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of race, color, national origin, age, religion, gender, marital or veteran status, or handicapping condition.
8. This inquiry implies no obligation on the part of the buyer, nor does the buyer's silence imply any acceptance or rejection of any quotation.
9. The Boyd Independent School District is exempt from all applicable Federal and State taxes. All quotation offers and/or bids are made taking this fact into consideration.
10. The District reserves the right to accept or reject any or all proposals, to waive all technicalities, and to accept the proposal or proposals that are determined to be the most favorable to the District.
11. This solicitation does not commit the Boyd I.S.D. to pay any costs incurred in preparing and submitting the proposal or to contract for the services specified.
12. Ongoing documentation by using department(s) regarding a company's past performance may be used in determining the proposer's responsibility for award purposes of this and future awards.
13. For further information concerning this Invitation for Proposals, contact the District Business Manager, telephone no. 940/433-9503; fax no. 940/433-9569.
14. Any questions concerning proposal results should be directed to the District Business Manager.
15. **Please Note Carefully** – In quoting, give complete information in space(s) provided, otherwise your quotation and /or bid offer may be given NO CONSIDERATION. Proposals received must be entered on the proposal form contained herein. NO OTHER FORM WILL BE ACCEPTED
22. The envelope containing the proposals must be labeled as follows:

Boyd I.S.D.
Attn: Business Dept.
PO Box 92308
Boyd, Tx 76023

PROPOSAL FORM

Having carefully examining the Proposal Notice, General Conditions and Proposal Form, the undersigned hereby requests to be placed on a list of approved suppliers and proposes and agrees to furnish goods and/or services in compliance with the specifications and conditions contained in this document for the purchase of General Custodial Supplies. Price is to be based on FOB Destination, Freight Prepaid.

DELIVERY TICKETS, AND /OR INVOICES, FREIGHT BILLS, AND STATEMENTS **MUST BEAR PURCHASE ORDER NUMBER** OR DELIVERY WILL NOT BE ACCEPTED NOR PAYMENT MADE.

PERCENT DISCOUNT FROM CATALOG/LIST PRICE: _____% (IF APPLICABLE) (Enclose 3 catalogs)

BID/QUOTE NUMBER: _____ (IF APPLICABLE)

CATALOG TITLE: _____

CATALOG/LIST PRICE DATE: _____

() YES () NO IS VENDOR IS DISCOUNT RETAIL/WHOLESALER.

() YES () NO TO THE BEST OF YOUR KNOWLEDGE, ARE ANY FULL OR PART TIME EMPLOYEES, OWNERS, OFFICERS, DIRECTORS, STOCKHOLDERS, SUBCONTRACTORS, OR MEMBERS OF THEIR IMMEDIATE FAMILY, OF THIS COMPANY MEMBERS OF THE BOARD OF TRUSTEES OR AN EMPLOYEE OF THE DISTRICT. IF YES, ATTACH DETAILS.

() YES () NO IS COMPANY CERTIFIED AS BEING A MINORITY OR WOMAN OWNED BUSINESS? If yes, ATTACH A COPY OF YOUR CERTIFICATION

FULL LEGAL NAME OF COMPANY _____

STREET ADDRESS _____ CITY/STATE/ZIP _____

OWNERS, PARTNERS OR PRINCIPAL OFFICERS TITLE TELEPHONE NUMBER

PRIMARY CONTACT PERSON _____ TITLE _____

TELEPHONE NUMBER _____ FAX NUMBER _____

TO THE BEST OF MY KNOWLEDGE, I CERTIFY THAT THE INFORMATION ON THIS FORM IS TRUE AND ACCURATE.

SIGNATURE _____

PRINTED NAME _____ TITLE _____

DATE _____

NOTICE: The District is committed to equitable and competitive access to companies that can fulfill our requirements for products and services used in our business activities. However, submittal of this form to the District is not a guarantee that your company will be selected to participate in our business activities. Additional information may be required if your company is selected to provide goods or services.

BOYD I.S.D.

Felony Conviction Notification

Section 44.034, Texas Education Code, Notification of Criminal History, Subsection (a), states “a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony.” Subsection (b) states “a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract.”

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true to the best of my knowledge.

Vendor’s Name: _____

Authorized Company Official’s Name (Printed): _____

Check one:

- () My firm is a publicly-held corporation; therefore, this reporting requirement is not applicable.
- () My firm is not owned nor operated by anyone who has been convicted of a felony.
- () My firm is owned or operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): _____

Details of Conviction(s): _____

Signature of Company Official: _____