



Cartersville School System

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SUPERINTENDENT

KENNETH CLOUSE, Ed.S.
ASSISTANT SUPERINTENDENT

REQUEST FOR PROPOSAL

January 11, 2017

Dear Gentlemen:

The Cartersville School System invites you to submit a proposal on the following items.

CHS Athletic – Football Uniforms

Return your sealed pricing bid clearly marked **on the outside of the envelope or package to:**

Dr. J. Howard Hinesley, Superintendent
Cartersville School System
RFP # 0400-111-202 ENCLOSED
P.O. Box 3310, 15 Nelson Street
Cartersville, Georgia 30120

no later than 2:00 p.m., Thursday, February 9, 2017.

The Cartersville School Board reserves the right to accept and/or reject any and all bids.

We invite your participation.

Sincerely,

J. Howard Hinesley, Ed. D.

Superintendent

Enclosures

Instructions to Bidders

1. Proposals are due no later than **2:00 p.m., Thursday, February 9, 2017**, and shall be opened publicly at that time. Only the name of the proposer will be read. No pricing or other data will be made available until after the bid is awarded, a bid summary will be posted on our website.
2. Final bid approval will be issued at the Cartersville Board of Education meeting held at **6:00 p.m., on Monday, February 13, 2017**.
3. This information must be included for all items:
 - Order by Date
 - Brand name -- if bidding alternate
 - Unit price
4. Bidders may include other pertinent information in the space provided.
5. Vendors must provide complete description including pictures if possible for any item for which an alternate item is proposed. It is up to the Athletic Director to determine if the item is comparable.
6. Items must be received by the date indicated on the bid proposal form. A space is provided on the bid proposal form for vendors to specify their 'drop-dead' dates for order placement.
7. FOB destination (All transportation charges prepaid and included in the bid price.)
8. Vendors have a right to bid on any 'one' or 'all' items within this proposal.
9. All quantities requested are estimates. All requests of '1' could be one or more.
10. Proposals must meet the requirements relating to any and all Georgia High School Athletic Association guidelines.
11. **Overlap of Orders:** This bid encompasses the majority of sports program needs for the Cartersville City School System, but is not intended to include everything that might be purchased for these programs. It is the intent of this bid to establish firm fixed pricing for one calendar year (2017). Recognizing that the termination of this bid may not coincide exactly with the beginning or ending times of certain sport seasons, vendors must agree to extend their pricing for 30 days beyond the termination date of this bid for placement of small fill-in orders for sports whose seasons begin or end shortly before or after this bid expires. Every effort will be made by the school system to award a new annual contract each year prior to the expiration of this bid to minimize the need for fill-in orders." Termination date for this bid will be December 31, 2017.

12. Item Substitutions and discontinuations: “under no circumstances may a vendor substitute a different product for any item they were awarded from this bid without prior approval from Darrell Demastus, Athletic Director. In the event an awarded item is discontinued by the manufacturer or the vendor no longer offers the item in their product line during the term of this bid, the vendor must provide an acceptable substitute, in writing, before any substitution may be made. Requests to substitute should be accompanied by complete detailed, technical specifications for the proposed substitute item, and a sample if requested. The Cartersville City School System reserves the right to purchase on the open market while negotiations are being conducted.”
13. Local Service: “Vendors receiving a bid award for items such as shoes or other items requiring fitting must either have a local store outlet in Cartersville vicinity or provide onsite fitting service at the school. The vendor must agree to this condition in order to receive an award for these items which will be so designated on the bid proposal form.”
14. Payment terms of Net 30 days after full receipt of product and an acceptable “itemized” invoice.
15. Questions regarding the RFP can be obtained by contacting: Darrell Demastus, Athletic Director. For fastest response, please email your question. Include the sport and item number from the spreadsheet if more information is needed on a particular item.
16. ddemastus@cartersville.k12.ga.us 770-382-3200
17. Addendum to the bid will be issued on our website if further clarification is needed.
18. The Cartersville School Board reserves the right to accept or reject any and all proposals.

PROPOSAL FORM

This sheet must be included as the cover sheet as (page 1) of your proposal

Cartersville School System
P.O. Box 3310
15 Nelson Street
Cartersville, Georgia 30120

Gentlemen:

We have carefully examined and fully understand the Instructions to Bidders and other documents found in the specifications as prepared by you.

We propose to enter into a contract to furnish, install items as specified at prices quoted.

Total bid proposal price for items listed:

\$

Name of Company

Signature of Company Representative Authorized to Submit this Proposal

Printed Name of Representative

Business Address/ Street, City, State, Zip Code

Phone Number

Fax Number

Email

Office use only

2017 Football BID PROPOSAL FORM

UNIFORMS

ITEM NO.	ESTIMATED QUANTITY	ITEM	TERMS ITEM NO.	BRAND AND PRODUCT NO. BID	MIN. SHIP. QTY	UNIT OF MEAS	RECEIVE DATE	UNIT PRICE	TOTAL PRICE
FOOTBALL									
442783	97	Custom Nike Vapor Pro Jersey (White)		Nike	97		7/25/2017		0.00
442783	97	Custom Nike Vapor Pro Jersey (Purple)		Nike	97		7/25/2017		0.00
845922	120	Custom Nike Vapor Pant (Purple)		Nike	120		7/25/2017		0.00
848079	120	Custom Nike Vapor Pant (Purple)		Nike	120		7/25/2017		0.00
719903	100	Nike Cool Compression 1/2 sleeve top (purple) w/ 2 color front and number on back		Nike	100		7/25/2017		0.00
727982	100	Team Legend S/S Crew w/ 2 color logo and number on back Color (091) grey		Nike	100		6/30/2017		0.00
728233	100	2 Pocket Fly Short Color (545) purple w/ number on leg		Nike	100		6/30/2017		0.00
833385	50	Vapor Untouchable Pro color (111)		Nike	50		7/25/2017		0.00
833380	50	Vapor Speed 2 TD color (100)		Nike	50		7/25/2017		0.00