



**INVITATION TO BID
BID NO. 9773
AUDITORIUM STAGE PIANOS
FOR TROY SCHOOL DISTRICT**

The Troy School District will receive firm, sealed bids for furnishing and delivering two Auditorium Stage Pianos, one piano for each High School Auditorium, for Troy Schools.

Specifications and proposal forms can be obtained online at <http://www.troy.k12.mi.us>. From the main page click the "Business Services" tab listed under "Departments", then click "Purchasing" and go into the "Current Bids" tab, scroll down to locate and access the bid document.

Your proposal marked "**Auditorium Stage Pianos**" must be delivered no later than 2 p.m., Tuesday, March 11, 2014, Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 48083, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted.

All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Any questions must be received no later than noon, Monday, March 3, 2014, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.

The Troy Board of Education reserves the right to accept or reject any or all bids, either in whole or in part; to award contract to other than the low bidder; to waive any irregularities and/or informalities; and in general to make awards in any manner deemed to be in the best interest of the owner.

Purchasing Department
Troy School District
1140 Rankin
Troy, MI 48083

INSTRUCTIONS TO BIDDERS

PROPOSALS

1. The Troy School District will receive firm, sealed bids for furnishing and delivering two Auditorium Stage Pianos for Athens and Troy High Schools, in accordance with the attached specifications.
2. Proposals will be submitted only on the forms provided, will be enclosed in a sealed envelope marked with the name of the bidder, the title of the work and must be delivered to the Purchasing Department, Troy School District, 1140 Rankin, Troy, Michigan 48083, no later than 2 p.m., Tuesday, March 11, 2014, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted. Oral, telephone, fax or electronic mail bids are invalid and will not receive consideration. Submit one original and one copy.
3. Proposals will be made in conformity with all the conditions set forth in the specifications. All items of furniture and equipment must conform to the specifications.
4. All questions regarding the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Any questions must be received no later than noon, Monday, March 3, 2014, at no other time prior to the bid opening will questions/concerns be addressed or accepted and may be faxed to: 248.823.4077, or emailed as a Word document to: PurchasingOffice@troy.k12.mi.us.
5. References in the specifications to any article, product, material, fixture, form or type of construction, etc., by proprietary name, manufacturer, make or catalog number will be interpreted as establishing a standard quality of design and will not be construed as limiting proposals.
6. The Troy Board of Education reserves the right to accept or reject any or all proposals either in whole or in part; to waive any irregularities and/or informalities; and in general to make awards or cancel this proposal, if deemed to be in the best interests of the owner.
7. A completed Familial Disclosure form must be included with each proposal submitted of the proposal will not be accepted, please note this form must be notarized.

TAXES

State and local sales and use taxes are not applicable and will not be included in the proposal.

CONTRACT AWARD

The contract will be awarded in the form of PURCHASE ORDERS mailed to the Vendor(s) selected. It is the intent to award the bid on April 1, 2014, at the regular monthly meeting of the Board of Education.

WITHDRAWAL OF BIDS

Any bidder may withdraw their bid at any time prior to the scheduled time for receipt of bids. No proposal may be withdrawn until after 45 days after bid opening.

SPECIFICATION

Upon completion of the High School Auditorium renovation projects the actual size of the pianos will be determined, one piano for each, Athens High School Auditorium and Troy High School Auditorium.

Baby Grand Piano, approximate size 4'11" – 5'6" (1.5 – 1.68m)

Medium Grand Piano, approximate size 5'6" - 5'8" (1.68 – 1.73m)

Pricing must include the Piano's moving dolly, piano cover, piano bench and piano tuning after delivery.

DELIVERY AND SCHEDULING

Shipments will be F.O.B. delivered, approximately June 25, 2014 - August 1, 2014: Athens High School, 4333 John R Road, Troy MI 48085 and Troy High School, 4777 Northfield Pkwy, Troy MI 48098.

FIRM PRICING

The successful bidder(s) will hold bid prices firm for all purchase orders placed through March, 2015 or for a period of approximately one full year.

WARRANTY

All material and equipment will be guaranteed to be free from defects in both workmanship and materials for no less than one year from date of receipt/installation. If manufacturer warranty exceeds this minimum requirement, the manufacturer warranty will prevail. Any item(s) found to be defective will be replaced or repaired within seven working days at Vendor(s) expense.

PAYMENTS

Payment in full will be due and payable within thirty days after delivery, providing all goods are approved and accepted by the Board of Education and the contract having been fully performed.

MSDS

COPIES OF MATERIAL SAFETY DATA SHEETS FOR ALL HAZARDOUS MATERIALS MUST BE INCLUDED WITH YOUR INVOICE.

MATERIAL SAFETY DATA SHEETS

Troy Schools expects MATERIAL SAFETY DATA SHEETS for all appropriate materials ATTACHED TO THE INVOICE and to appropriately label all products delivered according to Section 14 of Act 154, of the Public Acts of 1974 as amended. Any appropriate products not labeled will be refused and the vendor will be responsible for additional freight charges. Payment may be withheld until MSDSs are received by the school district.



DUE: 2:00 p.m., Tuesday, March 11, 2014
PROPOSAL: BID 9773 Auditorium Stage Pianos

PROPOSAL FORM

We propose to furnish, deliver and set-up two Auditorium Stage Pianos, one piano for each High School Auditorium, for Troy Schools, in accordance with the specifications:

Baby Grand Piano, approximate size 4'11" – 5'6" (1.5 – 1.68m) \$ _____

Medium Grand Piano, approximate size 5'6" - 5'8" (1.68 – 1.73m) \$ _____

Pricing must include the Piano's moving dolly, piano cover, piano bench and piano tuning completed after delivery and set-up.

BIDDER'S FIRM NAME _____

ADDRESS _____

CITY/STATE _____ ZIP _____

TELEPHONE NUMBER _____ FAX # _____

SIGNED BY _____ TITLE _____

TYPED NAME _____ DATE _____

E-MAIL ADDRESS _____

SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT

All Vendor/Contractor(s) submitting proposals must provide familial disclosure and attach this information to the proposal. The proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or key employee of the vendor submitting a proposal and any member of the Troy School Board or the Troy School Superintendent. The District will not accept a proposal that does not include this sworn and notarized disclosure statement.

The members of Troy School Board are: Nancy Philippart, Todd Miletti, Paula Fleming, Ida Edmunds, Wendy Underwood, Gary Hauff and Karl Schmidt. The Troy Schools Superintendent is Dr. Barbara Fowler.

The following are the familial relationship(s):

	<u>Owner/Employee Name</u>	<u>Related to:</u>	<u>Relationship</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Attach additional pages if necessary to disclose familial relationships.

There is no familial relationship that exists between the owner or key employee of the Vendor/Contractor(s) submitting a proposal and any member of the Troy School Board, or the Troy Schools Superintendent.

INDIVIDUAL/FIRM NAME _____

BY (SIGNATURE) _____

PRINTED NAME AND TITLE _____

Subscribed and sworn before me, this _____

Seal:

day of _____, 20 ____, a Notary Public

in and for _____ County, _____

(Signature)
NOTARY PUBLIC

My Commission expires _____

CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner, or authorized officer of the below-named Company, pursuant to the compliance certification requirement provided in Troy School District’s Request For Proposal, the “RFP”, hereby certifies, represents, and warrants that the Company and its officers, directors and employees, is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event the Company is awarded a contract by Troy School District as a result of the aforementioned RFP, the Company is not and will not become an “Iran Linked Business” at any time during the course of performing any services under the contract.

The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of Troy School District’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

NAME OF COMPANY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

Acceptance of Proposal

The undersigned agrees to execute a Contract for work covered by this Proposal provided that he is notified of its acceptance within thirty days after the opening of the Proposal.

It is agreed that this bid will not be withdrawn until after forty-five (45) days after receipt of bids.

The undersigned affirms that the bid was developed without any collusion, undertaking, or agreement, either directly or indirectly, with any other bidder(s) to maintain the prices of indicated work or prevent any other bidder(s) from bidding the work.

BIDDER'S FIRM NAME

BUSINESS ADDRESS

TELEPHONE NUMBER

FAX NUMBER

BY (SIGNATURE)

PRINTED NAME

TITLE

SIGNED THIS

_____ DAY OF _____, 20 _____

E-MAIL ADDRESS



Purchasing Department
Facility Operations

BID 9773

RE: Auditorium Stage Pianos

ADDENDUM #1 – March 4, 2014

The Bidding Documents are modified, supplemented or augmented as follows, and this Addendum is hereby made a part of the proposed Contract Documents.

Question #1

Based on the large auditoriums, what is the primary use of the piano?

- i. Orchestra Pit
- ii. Stage
- iii. Performance/practice
- iv. Other

Answer #1

The primary use of these pianos is the Stage.

Question #2

How many hours of use will the instrument receive daily/weekly?

Answer #2

These pianos will receive approximately 10-16 hours of weekly use.

Question #3

Without a level of performance expectation or requirement listed, how many quality levels would you like quoted?

Answer #3

Currently, the District has Medium Grand pianos and would expect the quality level quoted to be higher.

Question #4

Do you have a brand preference?

Answer #4

No, the District does not have a brand preference, however, auditorium stage size pianos.

Question #5

Can the instrument be slightly used or rebuilt?

Answer #5

This bid is for new instruments only.

Question #6

Are there any piano trades you would like to apply towards the purchase?

Answer #6

No, no piano trades will apply towards this purchase.

Bid Tabulation
BID 9773 Auditorium Stage Pianos

Piano - approximate size	Evola Music Center			Marshall Music			The Piano Place		
	Brand Name	Size	Amount	Brand Name	Size	Amount	Brand Name	Size	Amount
Baby Grand Piano - 4' 11" - 5' 6"	Kawai GM 10	5'0"	\$ 8,982.00	Ritmuller GH - 160R	5'3"	\$ 10,275.00	Hailun HG - 161	5'4"	\$ 12,500.00
	Kawai GM 12	5'0"	\$ 11,976.00						
	Kawai GE 30	5'5"	\$ 16,754.00						
	Kawai GX 1	5'5"	\$ 21,931.00						
Grand Piano - 5' 6" - 5' 8"	Kawai GX 2	5'11"	\$ 24,851.00	Ritmuller GH - 170R	5'7"	\$ 11,425.00	Hailun HG - 178	5'10"	\$ 16,500.00
	Shigeru Kawai Sk-3	6'2"	\$ 46,790.00						