



**INVITATION TO BID
BID NO. 9757
PLASTIC TRASH LINERS
FOR TROY SCHOOL DISTRICT**

The Troy School District will receive firm, sealed bids for furnishing and delivering over a one year period, Plastic Trash Liners for Troy Schools.

Your proposal marked "**PLASTIC TRASH LINERS**" must be delivered no later than 2 p.m., Wednesday, April 10, 2013, 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, Wednesday, April 3, 2013, 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 Plastic Trash Liners for Troy 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., Wednesday, April 10, 2013, 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, Wednesday, April 3, 2013, 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.

SCOPE

This specification includes furnishing and delivering Plastic Trash Liners, for the time period of May 8, 2013 through April 30, 2014, for Troy Schools.

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 May 7, 2013 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.

SAMPLES

Samples ARE REQUIRED with each submitted item so indicated in the specifications. Each sample submitted will be tested in-house to determine the following:

- Wet and dry load capacities
- Performance under normal conditions for impact and tears

Each sample submitted will be clearly labeled by the bidder with the following instructions:

- Item Number (as specified in proposal)
- Item
- Bidder Name
- Manufacturer

DELIVERY

All shipments will be F.O.B. delivered, Troy School District, Facility Operations & Purchasing, 1140 Rankin, Troy, MI 48083.

FIRM PRICING

Unit pricing will prevail when computing total quantity on bids. No price allowance or extra consideration on behalf of the bidder will subsequently be allowed by reason of error or oversight on the part of the bidder. The successful bidder(s) will hold bid prices firm for all purchase orders placed through April 30, 2014 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.

PRODUCT SPECIFICATION

- High Density Liner
- 22 Microns / 0.86 Mils
- Size – 43 inches by 48 Inches (56 gallon)
- Star Seal Bottom
- Clear / Transparent

The School District uses approximately 1,200 – 1,500 cases (150 bags per case) annually.



DUE: 2:00 p.m., Wednesday, April 10, 2013
PROPOSAL: BID NO. 9757 Plastic Trash Liners

PROPOSAL FORM

We propose to furnish and deliver Plastic Trash Liners for Troy Schools in accordance with the specifications:

<u>Quantity</u>	<u>Unit</u>	<u>Specification</u>	<u>Unit Cost</u>	<u>Total</u>
1,200 - 1,500	150 per case	High Density Liner 22 Microns / 0.86 Mils Size – 43 inches by 48 Inches (56 gallon) Star Seal Bottom Clear / Transparent		

****Sample Required****

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 _____

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 9757

RE: Plastic Trash Liners

<p>ADDENDUM #1 – April 4, 2013</p>

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

With respect to samples, Grand Traverse Industries does not make the exact size of the specified bag, but we do have samples of 22 mic HD bags that could be tested per your requirements. Would this be acceptable? We do make this exact bag but it is black and for testing a sample for impact, tear, and load capacity would also be an identical sample, except for color.

Answer #1

The District encourages all bidders to quote alternates and include anything in their proposals that would promote better quality product that meets or exceeds the specifications listed. For sample purposes only, one identified sample of color, for the product specification of clear/transparent would be required and one identified sample for impact, tear, and load capacity would be required and acceptable.

Question #2

Can the School District provide a Bid Tabulations for the last time this trash liner was bid?

Answer #2

Yes, the School District can provide the Bid Tabulation from the last trash liner bid, see below.

**Troy School District
Trash Can Liners
Bid #9727**

Vendor	# of bags per case	Unit Price per Case	Samples	Alternate
Interboro Packaging Corporation	150	\$ 13.32	yes	XH 1E
Central Poly Corporation	150	\$ 13.40	yes	A
Unipak Corporation	150	\$ 14.20	yes	HV
Interboro Packaging Corporation	150	\$ 14.68	yes	XH
Interboro Packaging Corporation	150	\$ 16.48	yes	XXH
Lower Huron Company	150	\$ 16.49	yes	North American Liner
Central Poly Corporation	150	\$ 16.80	yes	B
Unipak Corporation	150	\$ 17.25	yes	
Apac Paper & Packaging	150	\$ 17.39	yes	
Interboro Packaging Corporation	150	\$ 18.20	yes	Super Ex Heavy
Grand Traverse Industries	150	\$ 18.26	yes	
Lower Huron Company	150	\$ 18.79	yes	Colonial Bag
Colman Wolf Supply Company	150	\$ 19.78	yes	
Interboro Packaging Corporation	150	\$ 19.84	yes	Super XX Heavy
Base Plastics	150	\$ 19.95	yes	
AmeriSource	150	\$ 20.76	yes	
Hercules & Hercules	150	\$ 20.79	yes	
Karr Foods	150	\$ 21.27	yes	
All American Poly	150	\$ 21.52	yes	
Kellermeyer Company	150	\$ 21.75	yes	
Staples Advantage	150	\$ 21.85	yes	
Quality Transparent Bag Co	150	\$ 22.05	no	
HP Products Inc	150	\$ 22.32	yes	
Holley Management Inc.	150	\$ 41.50	yes	

Bid Tabulation
BID 9757 - Trash Can Liners

Vendor	Unit Cost/Case Specifications 150 per case	Alternate
Allied-Eagle Supply	\$ 25.89	a) \$ 18.99
AmeriSource Industrial Supply Co.	\$ 17.99	
APAC Paper & Packaging Corporation		b) \$ 13.95
Central Poly Corporation	\$ 14.70	
Grand Traverse Industries	\$ 17.68	
HP Products Corporation	\$ 24.31	c) \$ 26.27
Hercules & Hercules, Inc.	\$ 15.80	
a) Alternate -16 Microns and 200 per case. b) Alternate - 14 Microns. c) Alternate - 17 Microns.		