

REQUEST FOR QUOTATION	<p style="text-align: center;">TROY SCHOOL DISTRICT</p> <p style="text-align: center;">1140 RANKIN, TROY, MICHIGAN 48083</p> <p style="text-align: center;">248-823-4052</p> <p style="text-align: center;">FAX: 248-823-4077</p>	REQUISITION
No. 9584		
DUE DATE 12-09-08 NO LATER THAN 3 p.m.		DATE 11-24-08

REQUEST FOR QUOTE – NOT AN ORDER

THIS FORM MUST BE UTILIZED WHEN RESPONDING TO THIS REQUEST
BID ENVELOPE ENCLOSED

THE RFQ NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE, THIS IS NOT AN ORDER

Quantity	DESCRIPTION	UNIT PRICE	AMOUNT
	<p>Please supply us with your bid to furnish the Troy School District with furniture for Troy High School.</p> <p style="text-align: center;">Copies of the bid are available at: www.troy.k12.mi.us/purchasing/items_out_for_bid.htm</p> <p style="text-align: center;">Bid recaps will be available at: troy.k12.mi.us/purchasing/index.htm</p> <p style="text-align: center;"><u>FACSIMILE BID IS NOT ACCEPTABLE</u></p> <p>Bids will not be accepted if submitted after the deadline specified (local time) in the advertisement to bid or in the information to bidders. The late submission of a bid makes the bid nonrepsonsive and is a material defect which shall not be waived by the Board of Education. Delays in the mail will not be considered. All Late bids in the mail will be returned to the bidder unopened.</p> <p>Proposal for the submission of alternatives by vendors will be accepted and reviewed on this RFQ. If any substitution or departure is not clearly noted and described, it will be understood that the bid intends to exactly meet the specifications.</p> <p>The Board of Education shall be the sole judge as to whether the proposed goods are "equal" or "approved". Quotations must be mailed or delivered to the Purchasing Office, 1140 Rankin, Troy, MI 48083 no later than 3 p.m. on the date shown above. Michigan State Sales and Use Taxes and Federal Excise Taxes do not apply unless otherwise indicated. Exemption certificates will be furnished when necessary. This request imposes no obligations on the buyer. The Board of Education reserves the right to accept or reject any or all bids or to split awards by items or to accept bids, which will best serve the Board of Education.</p>		

THIS AREA MUST BE FILLED IN

DELIVERY TIME	PRICES FIRM FOR	NAME OF COMPANY	TELEPHONE NO.
TERMS		NO. & STREET	FAX #
FOB DELIVERED	ALL DELIVERY CHARGES MUST BE INCLUDED IN PRICES SHOWN	CITY, STATE & ZIP CODE	E-MAIL
CONTACT PERSON (PLEASE PRINT)		SIGNATURE	DATE

TROY SCHOOL DISTRICT

Furniture – Troy High School

BID 9584

The Troy School District is seeking qualified bids for various furniture to be placed at Troy High School. The following points are integral to this bid, respondents not adhering to these parameters are subject to disqualification.

- Bidding of complete package is not required, though highly recommended. The District would PREFER to award to one vendor to ease delivery, installation, etc.
- All responses will be regarded as bid to specification unless **SPECIFICALLY** indicated on bid response. Any alternates being proposed **MUST** include complete cut sheet. Failure to include cut sheet with bid submission will be grounds for disqualification of entire bid.
- All bidders **MUST** complete the enclosed Familiar Disclosure form and include with bid submission. Bids not containing this form will be automatically disqualified. The Familiar Disclosure form is **NOT** required to be notarized for non-construction bids.
- Bidders are reminded that all furniture listed on this bid will require installation by the awarded vendor. Bids for items where vendor does not provide complete installation will be deemed incomplete and will be disqualified.
- Installation includes unloading from shipping vehicle, unpacking and placing into designated room. Any assembly is the sole responsibility of awarded vendor.
- School personnel will not assist with unloading, unpacking, assembly or cleanup of items or packaging materials.
- Awarded vendors are completely responsible for cleanup and removal of all packing materials. The school district will **NOT** provide dumpster space for packaging materials.
- School does not have loading docks, pallet lifts or forklifts. Bidders are specifically reminded that all unloading of purchased items is the sole responsibility of awarded vendor.
- Awarded vendors **MUST** coordinate with shipper to insure that all delivered products are installed **DAY OF DELIVERY**. Troy High School does **NOT** have storage space available for product.
- Minimum of 48 hours notice is required prior to the delivery of any items awarded on this bid.

- Delivery may be made from 7:30 am until 2:00 pm. Buildings are closed by 2:30 pm on non-student days unless specific prior arrangements have been agreed to by the School District.
- Bid prices are requested on a **PER UNIT BASIS**. Unit cost for delivery and installation are to be included on bid response. Quantities listed below are **MINIMUM** quantities to be ordered for. The district reserves the right to order additional quantities **PER this BUILDING and/or other district owned locations**. Bidders must specify the length of time they will hold pricing. The district will consider the timeline vendors will hold pricing when determining bid award.

Furniture Specifications:

- Tag #1 -Diversified Wood Craft #P7146K36N Science Table, Solid Epoxy Resin, Solid Oak Frame, 30”d x 60”w x 36”h
- Tag #2 -ALE-65600 lightweight folding tables 72” x 30” (plastic blow molded)
- Tag #3 -HON FT7230 folding table, laminated top 72” x 30”
- Tag #4 -Table Toter (to carry & store Tag #3)
- Tag #5 -HON 34962MQ 30” x 60” double pedestal desk

INITIAL ORDER SIZE AND DISTRIBUTION:

Troy High School
4777 Northfield Parkway
Troy, MI 48098

Tag # 1	Qty = 6
Tag # 2	Qty = 12
Tag # 3	Qty = 10
Tag # 4	Qty = 1
Tag # 5	Qty = 10

**TROY SCHOOL DISTRICT
Furniture – Troy High School
BID 9584**

PRICING SHEET

Bidders: DO NOT EXTEND quantities or dollar amounts. Provide pricing for each item indicated in UNIT PRICE FORMAT ONLY.

Description	Brand & Model #	Unit Cost	Unit Installation	Unit Freight
TAG #1				
TAG #2				
TAG #3				
TAG #4				
TAG #5				

Troy School District
Troy High School Furniture
Bid 9584

ADDENDUM #1

Tag #3 currently reads HON FT7230

Tag #3 **should be** HON Basyx FTD3072 Deluxe Folding Table

I received and acknowledge Addendum #1 for Bid 9584 regarding modification to Tag #3.

Company_____

Name (Please Print)_____

Signature_____

This acknowledgement must be signed and included with all submitted bids.

Troy School District

Troy High School Furniture

Bid 9584

Qty	Description	Great Lakes Furn & Supply		School Specialty		Office Express		Corporate Express		Kerr Albert		Alfax Furniture		E-Quip Co	
		Brand/ Model	Unit Cost	Brand/ Model	Unit Cost	Brand/ Model	Unit Cost	Brand/ Model	Unit Cost	Brand/ Model	Unit Cost	Brand/ Model	Unit Cost	Brand/ Model	Unit Cost
6	Tag #1 Science Table		No Bid	Diversified P7146K36N	554.03	P7146K36N	550.00	Diversified P7146K36N	522.00		No Bid	Diversified P7146K36N	697.66	Hann STP-3060R-36	514.00
	Installation				38.77		10.00		37.50				incl		51.00
	Freight				29.38		30.00		51.00				incl		58.00
	Tag #1 TOTAL				622.18		590.00		610.50				697.66		623.00
12	Tag #2 Ltweight Folding Tables	ALE-65600	98.50	Nat Public BT3072	68.28	ALE-65600	88.00	Alera 65600	87.00	KFI TMB-3072	76.00	Correll R3072	158.94	Correll R3072	89.00
	Installation	DAD-YCZ183GG	66.00		4.69	Prinera FBM3072	75.00		7.50		2.00		incl		21.00
	Freight				10.17		-		-		-		incl		11.00
	Tag #2 TOTAL		98.50 /66.00		83.14		88.00 /75.00		94.50		78.00		158.94		121.00
10	Tag #3 Folding Table	FTD3072	115.95	HON FT-7230	67.00	FTD3072	89.00	HON BASYX FTD3072	92.00	HON FTD3072	84.50	KI	165.58	Correll CF3072PX	99.00
	Installation				5.15		-		7.50		2.00		incl		21.00
	Freight				-		-		-		-		incl		11.00
	Tag #3 TOTAL		115.95		72.15		89.00		99.50		86.50		165.58		131.00
1	Tag #4 Table Toter	TT-6	200.00	Table Toter 0633103411JR	325.10	Table Toter	339.00	HON BASYX FTL72	275.00	HON FTL72	249.00	NH-6 Table Toter	484.79	Correll T3072	135.00
	Installation				22.54		-		7.50		7.50		incl		25.00
	Freight				33.00		-		-		-		incl		11.00
	Tag #4 TOTAL		200.00		380.64		339.00		282.50		256.50		484.79		171.00
10	Tag #5 Dbl Ped Desk	HON-34962MQ	430.00	HON-34962MQ	368.73	HON-34962MQ	375.00	HON-34962MQ	396.00	HON 34962MY	362.00	HON 34962	516.82	HON 34962	443.00
	Installation				28.34		-		15.00		10.00		incl		33.00
	Freight				-		-		-		-		incl		40.00
	Tag #5 TOTAL		430.00		397.07		375.00		411.00		372.00		516.82		516.00

McDonalds & Co: No Response

Fisher Science: No Bid

NBS: No Response

AmeriSource: No Response

Office Depot: No Response

Troy School District

Troy High School Furnit

Bid 9584

Qty	Description	Dew-El Corp.		Interior Environments		Pepco Inc.		Great Lakes Furn Sply Inc		Commercial Concepts		Kurtz Bros.	
		Brand/ Model	Unit Cost	Brand/ Model	Unit Cost	Brand/ Model	Unit Cost	Brand/Mo del	Unit Cost	Brand / Model	Unit Cost	Brand / Model	Unit Cost
6	Tag #1 Science Table	Hann STP-3060-R-36	527.25	Media Tech ST3060E-36H	510.00	Pepco CS-306036-EPX6-BLK-OO	400.00	As specified	509.00	As specified	594.83	Diversified P7146K36N	579.50
	Installation		20.00		33.33		25.00		20.00		incl		incl
	Freight		58.75		63.73		15.00		34.00				incl
	Tag #1 TOTAL		606.00		607.06		440.00		563.00		594.83		579.50
12	Tag #2 Ltweight Folding Tables	Tera Ter-R-3072	111.75	Flash Furn DAD- YCZ-183-GG	75.00		no bid	Correll CP3072	76.28	Correll	79.72	Correll R3072	89.50
	Installation		10.00		22.22				7.00		incl		incl
	Freight		8.75		8.41				10.00				incl
	Tag #2 TOTAL		130.50		105.63				93.28		79.72		89.50
10	Tag #3 Folding Table	Tera Ter-CF-3072-PX	132.50	Basyx FTE3072	90.00		no bid		no bid	Correll	99.67	HON Basyx FTD7230	105.75
	Installation		10.00		33.33						incl		incl
	Freight		8.60		-								incl
	Tag #3 TOTAL		151.10		123.33						99.67		105.75
1	Tag #4 Table Toter	Samsonite SMF-36-269	305.25	Basyx FTL72	290.63		no bid		no bid	As specified	397.69	HON Basyx FTL72	283.00
	Installation		15.00		27.78						incl		incl
	Freight		19.75		-								incl
	Tag #4 TOTAL		340.00		318.41						397.69		283.00
10	Tag #5 Dbl Ped Desk	HON 34962MQ	410.00	HON-34962MQ	396.84		no bid		no bid	As specified	463.97	HON 34962MQ	413.00
	Installation		15.00		50.00						incl		incl
	Freight		10.50		-								incl.
	Tag #5 TOTAL		435.50		446.84						463.97		413.00