

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. 9513		
DUE DATE NO LATER THAN 4-21-08 3 p.m.		DATE 4-1-08

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 Seating per the attached specifications.</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. However, 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

BID #9513

SEATING

The Troy School District is seeking qualified bids for the supply of various seating for several district locations. The following points are integral to this bid, respondents not adhering to these parameters are subject to disqualification.

- 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 furniture listed on this bid will not require installation by the awarded vendor, however, inside delivery is required.
- Delivery includes unloading from shipping vehicle and placing into designated school. School personnel will not assist with unloading.
- None of the schools 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 can be offloaded in a timely manner.
- Minimum of 48 hours notice is required prior to the delivery of any items awarded on this bid. No delivery of furniture will be accepted during school hours. Awarded vendors must co-ordinate delivery after 3:00 pm local time.

**TROY SCHOOL DISTRICT
 BID #9513
 SEATING**

SPECIFICATIONS:

Artco Bell DP9A Soft Plastic Swivel Chair

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total Price</u>
90	Delivery to: Boulan Park Middle School 3570 Northfield Parkway Troy, MI 48084		
	Color = gray	\$ _____	\$ _____
	Freight (inside delivery)	\$ _____	\$ _____

Artco Bell D10X 18" A+ Discover Chair with Seat and Back Pads

35	Deliver to: Wass Elementary School 2340 Willard Troy, MI 48065		
	Color = Indigo Blue with Titan Blue fabric	\$ _____	\$ _____
	Freight (inside delivery)	\$ _____	\$ _____
48	Deliver to: Wattles Elementary School 3555 Ellenboro Troy, MI 48083		
	Color = Indigo Blue with Titan Blue fabric	\$ _____	\$ _____
	Freight (inside delivery)	\$ _____	\$ _____
35	Deliver to: Bemis Elementary School 3571 Northfield Parkway Troy, MI 48084		

Color = Indigo Blue with Titan Blue fabric \$_____ \$_____

Freight (inside delivery) \$_____ \$_____

30 Deliver to:
Barnard Elementary School
3601 Forge
Troy, MI 48083

Color = Indigo Blue with Titan Blue fabric \$_____ \$_____

Freight (inside delivery) \$_____ \$_____

10 Deliver to:
Leonard Elementary School
34401 Tallman
Troy, MI 48085

Color = Indigo Blue with Titan Blue fabric \$_____ \$_____

Freight (inside delivery) \$_____ \$_____

ALTERNATE

Artco Bell DP9A Soft Plastic Swivel Chair

Unit Price **TOTAL**

Quantity = 90 Deliver to District Warehouse
1140 Rankin
Troy MI 48083

\$_____ \$_____

Freight \$_____ \$_____

Artco Bell D10X 18" A+ Discover Chair with Seat and Back Pads

Quantity = 158 Deliver to District Warehouse
1140 Rankin
Troy MI 48083

\$_____ \$_____

Freight \$_____ \$_____

Styles and colors remain the same. District warehouse does have a truck dock, forklift and pallet jack. Hours of delivery are Monday through Friday 7:00 am to 3:00 pm. Depending on freight costs, the district may, at its sole discretion, opt to have all items delivered to this one central location. If this option is selected, District personnel will handle offloading (tailgate delivery only).

TROY SCHOOL DISTRICT

BID #9513

SEATING

ADDENDUM #1

The following additional information is hereby added to the above referenced bid:

Alternate Products:

Related to the 158 Artco Bell D10X 18" Discover Chairs, the district will accept bids for alternate seating that is substantially comparable to this product line. The District is seeking bids for adult sized, stackable chairs for usage at various schools. It is the intent of the District to select one (1) style of chair to fulfill this purpose. Once selected, the District will determine the total number of units to be purchased and the shipping destination(s).

Bidders are strongly encouraged to bid on alternate chairs that will fulfill this need. The District will require a sample chair be provided after bid opening that can be evaluated for functionality, appearance, durability and overall utilization. Bidders will be notified as to when these samples must be provided.

One possible example of a potential alternate chair model is:

HON-403290 Guest Stacker Chair

Responding bidders may utilize the original bid forms to complete the costing of alternate products, however, care must be taken to clearly identify the alternate chair being proposed.

Additional Product:

Relating to the specific chair being bid, the District is seeking carts/dollies to facilitate the moving and storage of these units. Respondents should indicate the quantity of chairs that will fit onto each cart/dolly and the unit price along with shipping.

Chair Cart/Dolly

Unit Price \$_____

Unit Freight Cost \$_____

Number of chairs recommended per cart _____

Additional Chairs:

Artco Bell D10X 18" A+ Discover Chair with Seat and Back Pads (or alternate)

	Unit Cost	Total Cost
Quantity = 30 Deliver to Hamilton Elementary 5625 Northfield Parkway Troy MI 48098	\$_____	\$_____
Freight (inside delivery)	\$_____	\$_____

Alternate delivery to District Warehouse revised total of 188 chairs with chair carts

Chairs	\$_____	\$_____
Carts	\$_____	\$_____
Freight (tailgate delivery)	\$_____	\$_____

Troy School District							
Bid 9513							
		Hertz Furniture			School Specialty		
		Alt.	Unit	Total	Alt	Unit	Total
Addendum #1							
Chair Dollies/carts		csc-85	104.00		Artco Bell 0160 10/dolly	63.50	
Freight		40 chairs/dolly	19.95		if deliver to 1 location	11.49	
Hamilton							
Qty	Description						
30	LGI Room Seating		39.50	1,185.00	Artco Bell D10X	47.67	1,430.10
	Freight			470.00		6.86	205.80
				1,655.00			1,635.90
ALTERNATE							
Deliver all of above to Central Warehouse							
Qty	Description						
188	LGI Room Seating	Nat'l Public Seating #CSC-480	39.50	7,426.00	D10X	47.34	8,899.92
	Carts			764.35	0160 Dolly (19)	63.50	1,206.50
	Freight					12.54	2,357.52
6	Chair Dollies/carts		104.00	624.00			
	Freight	revised freight 5-14-08		665.00			
		new total		8,715.00			
		revised freight charges reflect elimination of 90 compuer chairs @ BPMS and the add of 6 carts					
		K-Log Inc.- No Bid					
		NBS - No Response					
		Learning Consultants - No Response					
		Staples - No Response					
		Corporate Express - No Response					
		Office Depot - No Response					
		Global Office Solutions - No Response					
		Donruth - No Response					
		Great Lakes Furn Supply Inc - No Response					

Troy School District							
Bid 9513							
		Great Lakes Furn & Supply			ATD-American Co.		
		Alt	Unit	Total	Alt.	Unit	Total
Boulan							
Qty	Description						
90	Computer Lab Seating			No Bid	Scholar Craft SC110	63.98	5,758.20
	Freight						Inc.
							5,758.20
Wass							
Qty	Description						
35	LGI Room Seating	Royal Plex18	78.50	2,747.50	Scholar Craft SC127P	57.64	2,017.40
	Freight			Inc.			Inc.
				2,747.50			2,017.40
Wattles							
Qty	Description						
48	LGI Room Seating	Royal Plex18	78.50	3,768.00	Scholar Craft SC127P	56.48	2,711.04
	Freight			Inc.			Inc.
				3,768.00			2,711.04
Bemis							
Qty	Description						
35	LGI Room Seating	Royal Plex18	78.50	2,747.50	Scholar Craft SC127P	57.64	2,017.40
	Freight			Inc.			Inc.
				2,747.50			2,017.40
Barnard							
Qty	Description						
30	LGI Room Seating	Royal Plex18	78.50	2,355.00	Scholar Craft SC127P	59.48	1,784.40
	Freight			Inc.			Inc.
				2,355.00			1,784.40
Leonard							
Qty	Description						
10	LGI Room Seating	Royal Plex18	78.50	785.00	Scholar Craft SC127P	59.87	598.70
	Freight			Inc.			Inc.
				785.00			598.70
ALTERNATE							
Deliver all of above to Central Wa							
Qty	Description						
90	Computer Lab Seating			No bid	Scholar Craft SC110	61.24	5,511.60
	Freight						Inc.
158	LGI Room Seating	Royal Plex18	75.50	11,929.00	Scholar Craft SC127P	49.97	7,895.26
	Freight			Inc.			Inc.
				11,929.00			7,895.26

Troy School District							
Bid 9513							
			Great Lakes Furn & Supply		ATD-American Co.		
			Alt	Unit	Total		
						Alt.	
						Unit	
						Total	
<u>Addendum #1</u>							
Chair Dollies/carts				Addendum #1 not Acknowledged by Vendor	Scholar Craft SC200 (19 carts/188 chairs)	39.28	
Freight						Inc.	
<u>Hamilton</u>							
Qty	Description						
30	LGI Room Seating						
	Freight						
					Scholar Craft SC127P	59.48	1,784.40
							<u>Inc.</u>
							1,784.40
ALTERNATE							
<u>Deliver all of above to Central Wa</u>							
Qty	Description						
188	LGI Room Seating						
	Carts						
	Freight						
					Scholar Craft SC127P	49.97	9,394.36
					Scholar Craft SC200	39.29	746.51
							Inc.
6	Chair Dollies/carts						
	Freight						

Troy School District				
Bid 9513				
Office Express				
		Alt	Unit	Total
<u>Boulan</u>				
Qty	Description			
90	Computer Lab Seating	Hon TS1	60.00	5,400.00
	Freight		50.00	<u>4,500.00</u>
				9,900.00
<u>Wass</u>				
Qty	Description			
35	LGI Room Seating	Hon 4032 90	45.00	1,575.00
	Freight		20.00	<u>700.00</u>
				2,275.00
<u>Wattles</u>				
Qty	Description			
48	LGI Room Seating	Hon 4032 90	45.00	2,160.00
	Freight		20.00	<u>960.00</u>
				3,120.00
<u>Bemis</u>				
Qty	Description			
35	LGI Room Seating	Hon 4032 90	45.00	1,575.00
	Freight		20.00	<u>700.00</u>
				2,275.00
<u>Barnard</u>				
Qty	Description			
30	LGI Room Seating	Hon 4032 90	45.00	1,350.00
	Freight		20.00	<u>600.00</u>
				1,950.00
<u>Leonard</u>				
Qty	Description			
10	LGI Room Seating	Hon 4032 90	45.00	450.00
	Freight			<u>-</u>
				450.00
ALTERNATE				
<u>Deliver all of above to Central Wa</u>				
Qty	Description			
90	Computer Lab Seating	Hon TS1	60.00	5,400.00
	Freight			<u>Inc.</u>
158	LGI Room Seating	see response under Addendum #1		
	Freight			

