

# ROCHESTER COMMUNITY SCHOOLS

March 29, 2021

## Request for Bids

Rochester Community Schools invites you to provide a bid for **Orchestral Instruments** as per the specifications set forth herein or equivalent.

### **Bid Information and Requirements for Acceptance:**

All bids, required forms, and pricing shall be submitted electronically on BidNet Direct (<https://www.bidnetdirect.com>) no later than 2:00 p.m., local time, April 12, 2021 (the "Due Date".) No oral, telephonic, or facsimile proposals will be considered.

RCS will not consider or accept any late Bids received after the Due Date specified within the RFB. It is the sole responsibility of the Bidder to ensure their bid is entered completely and forms are uploaded on BidNet Direct before the closing date and hour indicated within the RFB. Bidders shall plan ample time to respond to all requirements and input all requirements. RCS is not responsible for any delivery delays.

Included in your response shall be one (1) of each of the following forms:

- Vendor Information Form, signed
- Vendor Price Quotation
- Detailed Pricing on Vendor's Company Form, inclusive of the specifications provided in Attachment A
- Iran Economic Sanctions Certification Form, signed
- Familial Disclosure Statement Form, signed and notarized

Designated forms above must be submitted online (print, sign, scan & attach) by due date and time to: <https://www.bidnetdirect.com>.

### **Bidder's Instructions:**

1. The price quoted on the Vendor Price Quotation must be net. Discounts, rebates, and allowances will be used as criteria of evaluation, but must be stated separately on the Vendor Price Quotation.
2. The buyer has the right to cancel a purchase order if the terms and conditions set forth herein are not met.
3. Prices bid are to include shipment delivered to the district location as specified.
4. All purchases are to be exempt from all taxes including State and Federal taxes. An exemption certificate will be furnished upon request.
5. Bids must meet or exceed all specifications herein. Any deviations from the specifications set forth must be clearly detailed on the bid proposal form; otherwise, it will be considered that items offered are in strict compliance with the specifications, and successful bidder will be held responsible therefor.

6. The Board of Education reserves the right to accept any item in the bid; to accept or reject any or all bids; to waive any informality herein; or for reasons of establishing uniformity, to award the contract to other than the low bidder.
7. This bid is made without any previous understanding or agreement with any other person, firm or corporation making a bid for the same purpose, and is in all respects fair and without collusion or fraud.
8. No member of Rochester Community Schools Board of Education, City, State or any officer, employee or person whose salary is payable in whole or in part from the treasury of said Board of Education is directly or indirectly interested in this bid or in the supplies, materials, equipment, work, services or any portion of the profits thereof to which it relates.
9. All Bids shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner(s) or any employee of the Bidder and any member of the Board of Education of the School District or the Superintendent of the School District. In addition the Bid must include the signed Iran Economic Sanctions Certification. Bids that do not include the sworn and notarized Familial Relationship disclosure statement and the signed Iran Economic Sanctions Certification will not be consider by the Board of Education.
10. Any manufacturers' names, brand names, trade names, or catalog numbers used in the specification are there for the purpose of establishing and describing general performances and quality levels. Such references are not intended to be restrictive, and bids are invited on these and comparable brands or products of any manufacturer.
11. Vendor shall not during the contract assign, transfer or subcontract any part of agreement to any other supplier.
12. The vendor shall agree to a "Hold Harmless" clause concerning the process, selection criteria, award, and contract as entered into with RCS.

### 13. SOLE BIDDER

- A. It is the District's intent that this Request for Bids permit competition. It shall be the bidder's responsibility to advise Rochester Community Schools, in writing, if any language, requirements, scope specifications, etc., or any combinations thereof, inadvertently restricts or limits the requirements stated in this Invitation to Bid to a single source. Rochester Community Schools shall receive such notification no later than five (5) days prior to the date set for acceptance of bids.
- B. If only one bid is received in response to the RFB, a detailed cost proposal will be requested of the single seller. A cost/price analysis and evaluation and/or audit shall be performed of the cost proposal in order to determine if the price is fair and reasonable.
- C. Rochester Community Schools reserves the right to cancel the bid, or reschedule the bid opening, if there is only one bid received. The decision by Rochester Community Schools will be final.

**Bid Proposal:**

Rochester Community Schools (RCS) is seeking bids for **Orchestral Instruments** as per the specifications set forth herein, or equivalent.

**Vendor Requirements**

1. All proposals must include all forms as specified in **Bid Information and Requirements for Acceptance** and be inclusive of specifications provided in Attachment A.
2. The Board of Education reserves the right to accept or reject any or all bids, to waive informalities and to accept the bid which will best serve the interest of the school district.
3. **Board Approval:** The Board approval date is anticipated to be **May 3, 2021**.
4. **Requests for Clarification:** All requests for clarification must be submitted through BidNet Direct by **April 6, 2021** and all responses will be released within the online posting.

**Selection Process**

RCS will base award on several evaluation factors including, but not limited to: bid specifications, craftsmanship, manufacturer reputation, pricing, delivery terms, and service.

**Schedule of Events:**

The following is a projected schedule of events for this project.

<b>EVENT</b>	<b>DATE</b>
Bid Release	3/29/2021
Requests for Clarification Due	4/6/2021
Bids Due Date	4/12/2021 2:00pm local time
Post-Bid Product Demonstration	4/16/2020 8:00am-1:30pm local time
Anticipated Board of Education Award	5/3/2021

# Vendor Information Form

Vendor Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Address City State Zip Code

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Website: \_\_\_\_\_ Payment Terms: \_\_\_\_\_

Product Lead-time: \_\_\_\_\_ business days. (Maximum number of days for delivery of an order from the day it is placed).

Deviations from specifications: Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please explain on the Vendor Price Quotation.

Vendor comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Bidder Authorization

The undersigned certifies that the proposal submitted meets or exceeds, all specifications, which all conditions noted here are acknowledged, and the firm prices and terms specified by the bidder are true and accurate.

My signature certifies that the accompanying proposal is not the result of, or affected by an unlawful act of collusion with another person or company engaged in the same line of business or commerce or any act of fraud punishable under current Federal or Michigan law. I hereby certify that I am authorized to sign as a Representative for the Firm:

Name of Company Representative \_\_\_\_\_

Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**FAMILIAL DISCLOSURE AFFIDAVIT OF BIDDER**

The undersigned, the owner or authorized officer of \_\_\_\_\_ (the "Bidder"), pursuant to the familial disclosure requirement provided in the Rochester Community Schools' (the "School District") advertisement for construction bids, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employee of \_\_\_\_\_ and any member of the Board of Education of the School District or the Superintendent of the School District.

List any Familial Relationships:

**BIDDER:**

\_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MICHIGAN        )  
  )  
COUNTY OF \_\_\_\_\_)

This instrument was acknowledged before me on the \_\_\_\_ day of \_\_\_\_\_, 2011, by \_\_\_\_\_.

Notary Public: \_\_\_\_\_

\_\_\_\_\_ County, Michigan

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 (the “Company”), pursuant to the compliance certification requirement provided in the Rochester Community Schools’ Request For Proposal (the “RFP”), hereby certifies, represents, and warrants that the Company (which includes 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 Rochester Community Schools 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 the Rochester Community Schools’ 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

**ATTACHMENT A  
Rochester Community Schools  
Orchestral Instruments 2021  
Specifications**

Provide **PER UNIT** pricing on a vendor quotation form for the following:

Instrument	Anticipated Total Quantity
Violin, 4/4	18
Viola, 15inch	18
Viola, 15.5 inch	6
Cello, hybrid	62
Cello, fully carved	30
Bass, laminate 3/4	36
Bass, hybrid 3/4	9
Bass, hybrid w/ext 3/4	3
Bass, 1/4 size for MS	16
Harp	1
Cases, hard sided	30

Unit pricing should include the following:

- Detailed Unit Description
- Custom Setup Pricing
- Specified Country of Origin
- Delivery Terms and Lead Time

**Specifications:**

**3/4 Basses:**

Comparable to Amati Bass 125

Hybrid Construction - Solid spruce top, flamed laminate maple back and sides

Hand-Inlaid purfling and sturdy machined gears

Solid Maple Neck, D-neck, 41-42" string-length

Properly fitted bridge with aluminum or ebony adjusters

Maximum string clearances at edge of finger board, no string noise:

G-string, 6mm

E-string, 9mm

Solid Ebony Fingerboard (properly planed), Tailpiece, Nut, and Saddle

Solid maple fully carved scroll and peg box

8mm or 10mm grooved endpin w/thumb screw, removable rubber tip

D'Addario Helicore strings, orchestra tuning

Outstanding tone and playability

Setup Includes Finer Finishing Details; i.e. rounding all sharpened edges on the pegs, nut, and bridge.

Custom Fit Bridge and Soundpost to optimize sound, playing action, structural integrity, and longevity of replacement parts.

Request 2 bows with each bass: French and German

3/4 size Woven Carbon Fiber Bow, horsehair (no synthetic hair), German Frog

3/4 size Woven Carbon Fiber Bow, horsehair (no synthetic hair), French Frog

Cover, side-zipping, padded (at least 10mm)

Rock Stop

Pop's rosin  
Shipping included

**3/4 Basses:**

Comparable to Amati Bass 95  
Laminate construction: Top; Maple Back, and Ribs  
Hand-Inlaid purfling and sturdy machined gears  
Solid Maple Neck, D-neck, 41-42" string-length  
Properly fitted bridge with aluminum or ebony adjusters  
Maximum string clearances at edge of finger board, no string noise:  
    G-string, 6mm  
    E-string, 9mm  
Solid Ebony Fingerboard (properly planed), Tailpiece, Nut, and Saddle  
Solid maple fully carved scroll and peg box  
8mm or 10mm endpin w/thumb screw, removable rubber tip  
D'Addario Helicore strings, orchestra tuning  
Outstanding tone and playability  
Setup Includes Finer Finishing Details; i.e. rounding all sharpened edges on the pegs, nut, and bridge.  
Custom Fit Bridge and Soundpost to optimize sound, playing action, structural integrity, and longevity of replacement parts.  
Request 2 bows for each bass: French and German  
¾ size Woven Carbon Fiber Bow, horsehair (no synthetic hair), German Frog  
¾ size Woven Carbon Fiber Bow, horsehair (no synthetic hair), French Frog  
Cover, side-zipping, padded (at least 10mm)  
Rock Stop  
Pop's rosin  
Shipping included

**1/4 Basses:**

Comparable to Amati 95  
Laminate construction: Top; Maple Back, and Ribs  
Hand-Inlaid purfling and sturdy machined gears  
Solid Maple Neck, D-neck, 41-42" string-length  
Properly fitted bridge with aluminum or ebony adjusters  
Maximum string clearances at edge of finger board, no string noise:  
    G-string, 6mm  
    E-string, 9mm  
Solid Ebony Fingerboard (properly planed), Tailpiece, Nut, and Saddle  
Solid maple fully carved scroll and peg box  
8mm or 10mm endpin w/thumb screw, removable rubber tip  
D'Addario Helicore strings, orchestra tuning  
Outstanding tone and playability  
Setup Includes Finer Finishing Details; i.e. rounding all sharpened edges on the pegs, nut, and bridge.  
Custom Fit Bridge and Soundpost to optimize sound, playing action, structural integrity, and longevity of replacement parts.  
Request 2 bows for each bass: French and German  
¾ size Woven Carbon Fiber Bow, horsehair (no synthetic hair), German Frog  
¾ size Woven Carbon Fiber Bow, horsehair (no synthetic hair), French Frog  
Cover, side-zipping, padded (at least 10mm)  
Rock Stop  
Pop's rosin  
Shipping included

**Cellos:**

Comparable to Amati Cello Sacconi Strad



Fully hand-carved construction from select tonewoods: Solid maple back and sides, Solid-spruce top construction  
Hand-Inlaid purfling  
Properly fitted Maple Bridge  
Solid maple fully carved scroll and peg box  
Maximum string clearances at edge of fingerboard, no string noise:  
    A-string, 5mm (less for fractional instruments)  
    C-string, 8mm (less for fractional instruments)  
Solid Ebony Fingerboard (properly planed), Tailpiece, Nut, Pegs, and Saddle  
Tailpiece with four string adjusters  
18"+ endpin w/brass thumbscrew, ebony plug, and removable rubber tip  
D'Addario Helicore or Tomastik Spirocore medium gauge strings  
Woven Carbon Fiber bow, sized for instrument with real horsehair (no synthetic)  
Setup Includes Finer Finishing Details; i.e. rounding all sharpened edges on the pegs, nut, and bridge.  
Custom Fit Bridge and Soundpost to optimize sound, playing action, structural integrity, and longevity of replacement parts.  
Hill Dark or similar rosin (no woodblock)  
Xeros End pin strap/anchor  
Padded bag with side zipping, 10mm or more  
Shipping included

### **Cellos:**

Comparable to Amati 125 Hybrid  
Hybrid construction  
Fully carved solid spruce top, laminated back and sides  
Hand-Inlaid purfling  
Properly fitted Maple Bridge  
Solid maple fully carved scroll and peg box  
Maximum string clearances at edge of fingerboard, no string noise:  
    A-string, 5mm (less for fractional instruments)  
    C-string, 8mm (less for fractional instruments)  
Solid Ebony Fingerboard (properly planed), Nut, Pegs, and Saddle, Tailpiece (Solid ebony or carbon fiber)  
Tailpiece with four string adjusters  
18"+ endpin (steel or carbon fiber) w/brass thumbscrew, ebony plug, and removable rubber tip  
D'Addario Helicore or Tomastik Spirocore medium gauge strings  
Woven Carbon Fiber bow, sized for instrument with real horsehair (no synthetic)  
Setup Includes Finer Finishing Details; i.e. rounding all sharpened edges on the pegs, nut, and bridge.  
Custom Fit Bridge and Soundpost to optimize sound, playing action, structural integrity, and longevity of replacement parts.  
Hill Dark or similar rosin (no woodblock)  
Xeros End pin strap/anchor  
Padded bag with side zipping, 10mm or more  
Shipping included

### **Harp:**

47 string Concert Grand Harp  
-double action  
-pedal harp  
-extended sound board  
Suggested brands: Lyon & Healy style 85CG, 100, or 30  
Salvi: Daphne 47EX, Aurora, or Diana

### **Violin:**

Comparable to Sacconi Strad  
Fully Hand-carved from select tonewoods

Loft dried solid spruce top, maple back, and sides  
Solid wood fully carved scroll and peg box  
Hand-applied spirit varnish with oil varnish clear coat  
Solid Ebony pegs, chinrest, and tailpiece with 4 fine tuners  
Thomastik Dominant Strings  
Genuine hand-inlaid purfling  
Setup and alternate outfit options available  
Stradivari pattern with Sacconi measurements  
Carbon fiber bow with real horse hair and a rectangular XME case.  
Setup Includes Finer Finishing Details; i.e. rounding all sharpened edges on the pegs, nut, and bridge.  
Custom Fit Bridge and Soundpost to optimize sound, playing action, structural integrity, and longevity of replacement parts.

**Viola:**

Comparable to Sacconi Strad  
Fully Hand-carved from select tonewoods  
Loft dried solid spruce top, maple back, and sides  
Solid maple fully carved scroll and peg box  
Hand-applied spirit varnish with oil varnish clear coat  
Solid Ebony pegs, chinrest, and tailpiece with four fine tuners  
Thomastik Dominant Strings  
Genuine hand-inlaid purfling  
Setup and alternate outfit options available  
Stradivari pattern with Sacconi measurements  
Carbon fiber bow with real horse hair and a rectangular XME case.  
Setup Includes Finer Finishing Details; i.e. rounding all sharpened edges on the pegs, nut, and bridge.  
Custom Fit Bridge and Soundpost to optimize sound, playing action, structural integrity, and longevity of replacement parts.

**Cases:**

Hard side cello cases with wheels, comparable to SCC144  
Thermoplastic case with aluminum valance and valance mounted hardware  
Retractable handle  
Interior is fully plush lined with two bow holders and accessory pouch

**END OF ATTACHMENT A**