

**POCATELLO/CHUBBUCK
SCHOOL DISTRICT No. 25
Bannock County, Idaho**

**Administration Offices
3115 Pole Line Road
Pocatello, Idaho**

S P E C I F I C A T I O N S

2018 MUSIC EQUIPMENT

Bid Opening:

**April 30, 2018
4:00 P.M.**

**POCATELLO/CHUBBUCK
SCHOOL DISTRICT No. 25
Bannock County, Idaho**

INVITATION TO BID – 2018 MUSIC EQUIPMENT

Sealed bids for 2018 Music Equipment will be received and opened by a representative of the Board of Trustees of School District No. 25, Bannock County, Idaho, at 3115 Pole Line Road, Pocatello, Idaho 83201, until 4:00 PM, April 30, 2018.

Specifications or additional details (including bid forms) may be secured at 3115 Pole Line Road, Pocatello, Idaho. All bids must be on the forms furnished, all bank spaces filled in, and signed with the name and address of the Bidder. No unqualified bids will be read.

Each bid shall be accompanied by a certified check, cashier's check, or a bidder's bond, (executed by a qualified surety company with the power to do business in the State of Idaho) in the sum of not less than five percent, (5%) of the total bid, made payable to School District No. 25, Bannock County, Pocatello, Idaho. This surety shall be forfeited by the bidder in the event of failure to enter into a contract. Personal or company checks will not be accepted.

The Board of Trustees reserves the right to reject any or all bids or to waive any informalities, or to accept the bid or bids deemed best for School District No. 25, Bannock County, Pocatello, Idaho.

Jacob Gertsch, Clerk
School District No. 25

To be published on the dates of:

April 5, 2018
April 12, 2018

IDAHO STATE JOURNAL

**POCATELLO/CHUBBUCK
SCHOOL DISTRICT No. 25
Bannock County, Idaho**

GENERAL CONDITIONS

CONDITIONS OF CONTRACT:

Notices, conditions and specifications issued incident to the proposal to purchase music equipment, described herein, together with the purchase policies of School District No. 25, on file for examination in the Office of the Director of Business Operations, shall form a part of the contract conditions.

NATURE OF CONTRACT:

The various items of manufacture under these proposed contracts are specified under the respective division. Specifications are technical for purposes of establishing high standards of material purchasing. Bidders shall indicate the manufacturer's brand names where specified in their proposals.

Contracts for purchase will be put into effect by means of a purchase order executed by the Director of Business Operations after tabulations are compiled.

QUALITY OF MATERIALS:

IT IS SPECIFICALLY UNDERSTOOD THAT PRODUCTS OFFERED AT THE TIME OF BIDDING SHALL BE EQUAL TO THOSE SPECIFIED. Substitutions or major alterations must be indicated upon the proposal sheet at the time of bid submission.

CONDITIONAL BIDS OR BIDS WITH CONDITIONS WILL NOT BE ACCEPTED.

DISTRICT REPRESENTATIVE:

Refer all questions to Mr. David Beckstead, District Music Coordinator, at (208) 233-2056 or beckstda@sd25.us. Contact with other district staff, Board of Trustees, or Administration, will be by written permission only.

RESPONSIBILITY OF VENDOR:

NO PROPOSAL WILL BE ACCEPTED UNLESS ACCOMPANIED BY A CERTIFIED CHECK, CASHIER'S CHECK, OR BID BOND, for not less than five percent (5%) of the total amount of the bid as a guarantee, which is to be forfeited in case the successful bidder fails, neglects, or refuses to either enter into or fulfill a contract or execute bonds for the faithful performance of the contract. **Personal or Company checks will NOT be accepted.**

Each bidder shall be responsible for the delivery of materials of such quality and in quantities as is specified. THE FAILURE TO ADHERE TO ACCEPTED PROPOSAL WILL BE DEEMED SUFFICIENT REASON FOR FORFEITING THE FIVE PERCENT (5%) DEPOSIT MADE OR BID BOND. The bidder shall submit his bid on the proposal form furnished and shall plainly mark on the envelope:

**"BID - MUSIC EQUIPMENT
TO BE OPENED ON APRIL 30, 2018 AT 4:00 PM"**

Bids not delivered by Vendors at the time of bid opening must be received by mail or in office no later than 4:00 PM on April 27, 2018, the last working day before the bid opening to ensure receipt prior to formal bid opening.

DELIVERY:

Delivery may be accepted anytime before July 1, 2018; however, payment will not be made until after July 5, 2018. Quotations are to be made F.O.B. Pocatello. All proposals must include the cost of transportation to the stockroom of School District No. 25, 3115 Pole Line Rd, Pocatello, Idaho, 83201.

PAYMENTS:

Prices must remain firm as quoted by supplier until quantity awarded is received. Application for payment dated on or before the 25th of the month, shall be paid by the 15th of the following month. Application for payment dated after the 25th of the month, shall be paid within 30 days.

BIDDER CERTIFICATION FORM:

All bidders **must complete and submit** the Bidder Certification Form included with this bid request.

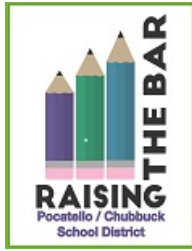
OBJECTIONS:

Written objections to specifications or bid procedures must be received by the clerk, secretary, or other authorized official of the District at least one (1) business day before the date and time upon which bids are scheduled to be received, per Idaho code Section 68-2806(e).

EVALUATION CRITERIA

Vendor selection on this project will be evaluated based on the following:

- 1) Price
- 2) Vendor reputation for providing music equipment on a timely basis. If School District No. 25 has not done business with your company within the past 5 years please reference 5 school districts with whom you have worked with in the past 2 years.
- 3) Vendor who best meets the specified item as listed will be given priority in bidding a specific item. The Vendor must demonstrate to the District's satisfaction that a substituted item meets or exceeds expectations.
- 4) Multiple vendors may be awarded individual projects when it serves in the best interest of the District.



BIDDER CERTIFICATION FORM

- 1. Debarment and Suspension** – In submitting this bid proposal, we hereby certify that we have not been suspended or in any way excluded from Federal procurement actions by any Federal Agency. We fully understand that if information contrary to this certification subsequently becomes available, such evidence may be grounds for non-award or nullification of a bid contract.
- 2. Anti-Collusion** – In submitting this bid proposal, we hereby certify this proposal was developed and prepared without any collusion with any competing bidder or District employee. The content of this proposal has not been disclosed to any competing or potentially competing bidder prior to the proposal due date and time. Furthermore, no action to persuade any person, partnership or corporation to submit or withhold a bid has been made.
- 3. Anti-Lobbying** – In submitting this bid proposal, we hereby certify that to the best of our knowledge and belief, no appropriated Federal funds have been paid or will be paid by or on behalf of person associated with this proposal to any person for influencing or attempting to influence and officer or employee of any agency, a member of Congress, an office or employee of Congress or an employee of a member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
- 4. National Sexual Offender Registry** – In submitting this bid proposal, you certify to the District that your company will prohibit any persons in your employ who are registered or required to register under the Idaho Sex Offender Registration Act from participation in company business with the District if such participation would require them to be present on school property. You certify further that you have cross checked such employees against the National Sex Offender Registry found at the following web link: <http://www.nsopr.gov/>

Signed: _____

Name & Title: _____

Company: _____

Address: _____

City & State: _____

Date: _____

SCHOOL DISTRICT No. 25
3115 Poleline Road
Pocatello, ID 83201

BID FORM -2018 MUSIC EQUIPMENT

Bids are acceptable on this form only.

Instructions:

Type unit price and total price in the right-hand margin.
 Alternate bids must be listed in the space provided, with the manufacturer, catalog number and description included.

Quotations are to be made F.O.B. Pocatello, ID. All bids must include the cost of the transportation to the warehouse of School District No. 25, 3115 Poleline Road, Pocatello, Idaho 83201. Bid responses must be legible and must be priced to our unit of measurement or bid will be a non-responsive bid.

Firm name, address, phone and email address in this space:

Quantity	Commodity Description	Item Number	Unit Price	Total Price
1 set	Roland V-Drums Portable TD-4KP Electronic Drum Kit, Sweetwater TD4KPS or equal	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
2 ea.	Yamaha YTR-2330 Standard Bb Trumpet Bp Trumpet	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
1	Adams Academy AMPD30 3.0 Octave Padouk Wood Bar Marimba with Stand	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
1 ea.	Selmer BS500 Baritone Saxophone	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____
2 ea.	Yamaha YSH-411 Series Brass BBb Sousaphone	Alternate item Manufacturer Catalog # Description	_____ _____ _____ _____	_____ _____ _____ _____

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Firm name, address, phone and email address in this space:

1 ea.	Allora Vienna Series Intermediate Tenor Saxophone AATS-501 Lacquer	Alternate item _____	_____
		Manufacturer _____	_____
		Catalog # _____	_____
		Description _____	_____
6 ea	Audio-Technica ATW-3110b 3000 Series UniPak Wireless System Band C	Alternate item _____	_____
		Manufacturer _____	_____
		Catalog # _____	_____
		Description _____	_____
6 ea	Audio-Technica PRO 92CW-TH Wireless Headset Micorphone	Alternate item _____	_____
		Manufacturer _____	_____
		Catalog # _____	_____
		Description _____	_____
1 ea.	Decksaver Pro Behringer X32 Cover	Alternate item _____	_____
		Manufacturer _____	_____
		Catalog # _____	_____
		Description _____	_____
1 ea.	Shure SLX24/SM58 Handheld Wireless Microphone System with SLX4 Diversity Receiver and SLX2/SM58 Wireless Handheld Microphone	Alternate item _____	_____
		Manufacturer _____	_____
		Catalog # _____	_____
		Description _____	_____