

BID CONDITIONS AND SPECIFICATIONS

ART ROOM -STORAGE CABINETS – HIGH SCHOOL

Bid Number 2024-02

Submission Date and Time: May 29, 2024, 1:00 p.m.

Bid Opening Date and Time: May 29, 2024, 1:00 p.m.

Destination for Delivery of Bids: Kutztown Area School District
Business Office
251 Long Lane
Kutztown, PA 19530

KUTZTOWN AREA SCHOOL DISTRICT

Business Office
Kutztown, PA 19530

Bid Number 2024-02

ART ROOM STORAGE CABINETS

May 2024

The Kutztown Area School District solicits sealed bids for storage cabinets for the 2023-24 school year in accordance with the following conditions and specifications.

1. Sealed bids for furnishing the Kutztown Area School District with Food Service Equipment shall be in the hands of Mrs. Elizabeth Siteman, Business Administrator, Business Office, 251 Long Lane, Kutztown, PA 19530 on or before 1:00 p.m., May 29, 2024, and plainly marked on the envelope "ART ROOM STORAGE CABINETS" Bid No. 2024-02".
2. Bids shall be opened on May 29, 2024 in the Kutztown Area School District, Business Office, 251 Long Lane, Kutztown, PA 19530 beginning at 1:00 p.m.
3. Each bid totaling \$5,000 or more must be accompanied by a Certified or Bank Issued Check or Bid Bond, made payable to Kutztown Area School District, in the amount of 10% of the total bid as a guarantee of successful completion of the contract. All checks submitted with bids will be held uncashed and returned to all unsuccessful bidders when bids are awarded.
4. Substitutes of equal quality may be made, but in such cases, the brand and description of the substitute must be inserted on the bid form. Where trade names are used, bidders may submit alternates subject to the District's review for equal comparisons.
5. All bids shall be submitted only on the bid form provided. Please include one hard copy and one electronic copy (Flash Drive) of all bid forms and documents.
6. Delivery:
 - a. Delivery of equipment shall be to Kutztown High School, 50 Trexler Avenue, Kutztown, PA 19530.
 - b. All charges for delivery of new equipment are to be included in the bid price.
7. Kutztown Area School District reserves the right to waive any or all technicalities in the bids. Bidders will guarantee the bid price will remain firm for 90 days from date of bid opening.
8. The Kutztown Area School District reserves for itself the right to accept or reject any or all bids and to determine for itself what shall be acceptable as equals.
9. The District reserves the right to increase or decrease quantities.
10. Failure to complete and return the enclosed Non-Collusion affidavit with your bid will result in disqualification.

11. Bidder agrees to adhere to Anti-Discrimination Clause included within the contents of this bid.
12. Please return a completed W-9 form with your bid.
13. In the event that modifications or additions to the bid become necessary, such items will be posted on the District's website.
14. Requests for any information concerning this bid are to be referred to Mrs. Elizabeth Siteman, Business Administrator, esiteman@kasd.org or (484) 641-5526.

KUTZTOWN AREA SCHOOL DISTRICT
Kutztown, PA 19530

Bid Number 2024-02

ART ROOM STORAGE CABINET BID

May 2024

SPECIFICATIONS

Said specifications below provide a “basis of need” for said storage cabinets. They are not intended to be exhaustive or complete. It shall be incumbent on the bidder to familiarize themselves with the same and clearly note differences should their product differ in specifications and/or options (please refer to General Conditions, Item 4 for additional information).

Bid price is to include all labor, materials and service necessary for delivery and installation in accordance with local codes.

The District is looking to purchase ART ROOM STORAGE CABINETS with the following minimum specifications.

1. ART ROOM WALL STORAGE (BLACK IN COLOR) CONSISTING OF:
 - a. 8 - VIDMAR CABINETS, (or Similar) CONSISTING OF:
 - i. XW0175NF HOUSING - XW - 0175 - NO FEET
 - ii. XWSDD175 DOOR ASSY TBD
 - iii. SDL1751 LOCK CYL, 1 KEY
 - iv. XWCS40 SHELF - XW400# CAP TBD
 - v. XWBP80 BOTTOM PAN - XW TBD
 - b. 8 - CCH2 CABINET CONN HDWE - SEISMIC
 - c. 2 - VIDMAR CABINETS, (or Similar) CONSISTING OF:
 - i. SV0175NF HOUSING - SV - 0175 - NO FEET
 - ii. SVSDD175RH DOOR ASSY
 - iii. SDL1751 LOCK CYL, 1 KEY
 - iv. SVCS40 SHELF - SV 400 LB CAP
 - v. SVBP80 BOTTOM PAN - SV
 - d. 2 - CCH2 CABINET CONN HDWE - SEISMIC
 - e. 4 - VIDMAR CABINETS, (or Similar) CONSISTING OF:
 - i. XW0245NF HOUSING - XW - 0245 - NO FEET
 - ii. SL10 LOCK CYL, 1 KEY
 - iii. 7 -XW30MR DRAWERS - XW30MR
 - iv. XW35MR DRAWER - XW35MR
 - f. 4 - CCH2 CABINET CONN HDWE - SEISMIC
 - g. 1 - VIDMAR CABINET, (or Similar) CONSISTING OF:
 - i. SV0245NF HOUSING - SV - 0245 - NO FEET
 - ii. SL10 LOCK CYL, 1 KEY
 - iii. 7 - SV30MR DRAWERS - SV30MR
 - iv. SV35MR DRAWER - SV35MR
 - h. 1 - CCH2 CABINET CONN HDWE - SEISMIC
 - i. 9 - VIDMAR CABINETS, (or Similar) CONSISTING OF:
 - i. SV0155NF HOUSING - SV - 0155 - NO FEET
 - ii. SL10 LOCK CYL, 1 KEY
 - iii. SV45MR DRAWER - SV45R TBD 27 1
 - iv. SVRS110 ROLL-OUT SHELF - SV110
 - j. 9 - CABINET ANCHOR KITS

2. ART ROOM PAINT WORKSTATION (BRT BLUE in Color) CONSISTING OF

- a. 1 - VIDMAR CABINET (or Similar):
 - i. 0200NF HOUSING - ST - 0200 - NO FEET
 - ii. SL10 LOCK CYL, 1 KEY
 - iii. 3 - 20 DRAWERS - ST20
 - iv. 30 DRAWER - ST30
 - v. SDD110RH DOOR ASSEMBLY - ST 110
 - vi. SDL1101 SHELF DOOR LOCK-110
 - vii. CS40 SHELF - ST 400 LB CAP
 - viii. BP80 BOTTOM PAN - ST
- b. 1 - VIDMAR CABINET, (or Similar) CONSISTING OF:
 - i. 0200NF HOUSING - ST - 0200 - NO FEET
 - ii. SL10 LOCK CYL, 1 KEY
 - iii. 3 - 20 DRAWERS - ST20
 - iv. 30 DRAWER - ST30
 - v. SDD110LH DOOR ASSEMBLY - ST 110
 - vi. SDL1101 SHELF DOOR LOCK-110
 - vii. CS40 SHELF - ST 400 LB CAP
 - viii. BP80 BOTTOM PAN - ST
- c. 4 - VIDMAR BOOKCASES, (or Similar) CONSISTING OF:
 - i. BKA37 BOOKCASE - 30 X 14 X 37
 - ii. SDDBKA37 BOOKCASE DOOR-DBL STEEL-HINGED
 - iii. SDLBKA37 LOCK CYL, 1 KEY

3. ART ROOM CRAFT WORKSTATION (YELLOW IN COLOR) CONSISTING OF THE FOLLOWING:

- a. 1 - VIDMAR CABINET, (or Similar) CONSISTING OF:
 - i. 0200NF HOUSING - ST - 0200 NO FEET
 - ii. SL10 LOCK CYL, 1 KEY
 - iii. 3 - 20 DRAWERS - ST20
 - iv. 30 DRAWER - ST30
 - v. SDD110RH DOOR ASSEMBLY - ST 110
 - vi. SDL1101 SHELF DOOR LOCK-110
 - vii. CS40 SHELF - ST 400 LB CAP
 - viii. BP80 BOTTOM PAN - ST 17
- b. 1 - VIDMAR CABINET, (or Similar) CONSISTING OF:
 - i. 0200NF HOUSING - ST - 0200 - NO FEET
 - ii. SL10 LOCK CYL, 1 KEY
 - iii. 3 - 20 DRAWERS - ST20
 - iv. 30 DRAWER - ST30
 - v. SDD110LH DOOR ASSEMBLY - ST 110
 - vi. SDL1101 SHELF DOOR LOCK-110
 - vii. CS40 SHELF - ST 400 LB CAP
 - viii. BP80 BOTTOM PAN - ST
- c. 4 - VIDMAR BOOKCASES, (or Similar) CONSISTING OF:
 - i. BKA37 BOOKCASE - 30 X 14 X 37
 - ii. SDDBKA37 BOOKCASE DOOR-DBL STEEL-HINGED
 - iii. SDLBKA37 LOCK CYL, 1 KEY

4. ART ROOM INK WORKSTATION (RED in COLOR) CONSISTING OF;
 - a. 1 - VIDMAR MISC ITEMS, (or Similar) CONSISTING OF:
 - i. SS-66X30X150 TOP SS W/CORE 66X30X1.5
 - ii. 2 of TB3505A PRECONFIGURED CABINET
 - b. 2 - VIDMAR BOOKCASE, CONSISTING OF:
 - i. BKA37 BOOKCASE - 30 X 14 X 37
 - ii. SDDBKA37 BOOKCASE DOOR-DBL STEEL HINGED
 - iii. SDLBKA37 LOCK CYL, 1 KEY

ART ROOM STORAGE CABINET
BID

ART ROOM STORAGE
CABINET BID

May 2024

Bid Number 2024-02

May 2024

Kutztown Area School District
Business Office
251 Long Lane
Kutztown, PA 19530

Ladies and Gentlemen:

We propose to furnish and deliver the following Art Room Storage Cabinets at the price bid and according to your specifications of May 29, 2024. Please bid per item.

Cost Per Unit

Item 1 _____

Item 2 _____

Item 3 _____

Item 4 _____

Warranty: _____

Brand/Model Bid: _____

One hard copy and one electronic copy are enclosed _____

A Certified Check, Bank Check, or a Bid Bond in the amount of \$ _____ is

enclosed. The Non-Collusion Affidavit is signed and attached _____

Are procurement cards (VISA) accepted for payment? YES or NO

If procurement cards are accepted, are there any restrictions or conditions? _____

Are ACH Payments accepted? YES or NO

If ACH payments are accepted, are there any restrictions or conditions? _____

Bidder Proposal or Reference # _____

Special Instructions/exceptions: _____

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Authorized Signature

Firm Name

Print Name

Address

Date

Email

Address

Phone Number

Fax Number

ANTI-DISCRIMINATION CLAUSE
(Section 755, Pennsylvania School Code)

1. In accordance with the provisions of the Pennsylvania School Code, the contractor agrees:
 - a. That in the hiring of employees for the performance of work under this contract, or any subcontractor hereunder, no contractor, subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall by reason of race, creed, color, discriminate against any citizen of the Commonwealth of Pennsylvania who is qualified and available to perform work to which the employment relates;
 - b. That no Contractor, subcontractor, or any person acting on behalf, shall in any manner discriminate against or intimidate any employee hired for performance of work under this contract on account of race, creed, or color;
 - c. That there may be deducted from the amount payable to the contractor under this contract, a penalty of five dollars (\$5.00) for each person for each calendar day during which such person was discriminated against or intimidated, in violation of the provisions of the contract; and,
 - d. That this contract may be canceled or terminated by the school district, and all money due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this portion of the contract.
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INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Anti-Bid-Rigging Act. 73 P.S. 1611 et seq. governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submissions of the bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an affidavit must be submitted separately on behalf of each party.
5. The term "complementary bid" as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.

