



MINNEAPOLIS  
PUBLIC SCHOOLS  
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## RFQ 25-06 – HVAC Supplies District Wide

### Overview:

Minneapolis Public Schools – Plant Maintenance is seeking proposals for various supplies in accordance with the Districts Master Specifications. Exact types, quantities and incidentals are not known at this time. **MPS is requesting a quote for the top 100 most frequently used or purchased items for the repair or replacement of various mechanical - HVAC components districtwide.**

### Scope – Supply basic materials

- Provide a quote for the top 100 most frequently sold supplies.

### Schedule:

- RFQ Posted June 6, 2024
- **Proposals due June 20, 2024 at 2pm**
- Supply materials between July 1, 2024 and June 30, 2025
- Final invoice due June 17, 2025

### Proposal:

- Provide quote which is based on the top 100 most frequently sold items.
- Proposal to include product description, size and cost based on one (1) item each.
- Must include guaranteed discount rate as a percentage off of any item available.
- Attach company catalog or link to proposal.

### Process

- Submit proposal to [Paul.Stehlin@mpls.k12.mn.us](mailto:Paul.Stehlin@mpls.k12.mn.us) and [rfx@mpls.k12.mn.us](mailto:rfx@mpls.k12.mn.us) by **June 20, 2024 at 2pm** and include attachments if necessary. **The proposal must include material list, unit price and percentage of discount on any item available from your company.** Actual material types or quantities are not known at this time. **The vendor agrees to provide any item available at the discounted price during the contract period.** The owner reserves the right to award to the lowest responsible bid and/or multiple vendors due to supply chain and lead-time.