

Haverford Township School District
Bid Protest Procedures for Federally Funded Procurement

Procedure:

A proposer protesting for any reason the RFP, an RFP procedure, the District's objection to the proposer, or a person or entity by the proposer, the award of the contract or any other aspect arising from or relating in any way to the RFP shall cause a written protest to be filled with the District within seven days of the event giving rise to the protest and in, any event, no later than seven business days after the date upon which proposals are opened (Saturday, Sunday, and legal holidays are not included). The written protest shall include the name of the protesting bidder, a detailed description of the specific grounds for protest, copies of all supporting documents and the specific relief requested. Protests shall be delivered to: Business Manager, Haverford Township School District, 50 East Eagle Road, Havertown, PA 19083.

Contents:

A protest must be in writing and shall state all grounds upon which the protesting party asserts the RFP or contractor selection was improper. The proposer protesting may submit any documents or information it deems relevant.

Consideration:

Upon receipt of the written protest, the District will consider the protest. The District may, within 15 business days of receipt of the protest, provide any other affected proposer(s) the opportunity to respond in writing to the protest. A proposer protesting may respond to the District's reply within 10 days of the District's response. If the protest is not resolved by mutual agreement of the District and the protesting proposer, the Superintendent of the District or designee will review the issues and promptly furnish a final and binding written decision to the protesting proposer and any other affected proposer(s) within 60 business days of the District's receipt of the protest. If more than one protest is filed, the District's decision will be provided within 60 business days of the District's receipt of the last protest. If no reply is received from the District during the 60 business day period, the protest shall be deemed rejected.

Waiver:

Failure to comply with these protest procedures will render a protest waived.