INVITATION TO BID (ITB)

NUMBER: **20260107**

SUMNER COUNTY BOARD OF EDUCATION

This solicitation document serves as the written determination of the SCS Purchasing Supervisor that the use of Competitive Sealed Submissions for this solicitation is in the best interest of SCS.

ITB Title: **Career & Technical Education Aviation Training Equipment**

Purchasing Staff Contact:

Chris Harrison	Janice Wright
Purchasing Supervisor	Purchasing Coordinator
615-451-6560	615-451-6569
chris.harrison@sumnerschools.org	janice.wright@sumnerschools.org

Release Date: December 18, 2025	Submission Due Date: January 7, 2026 @ 10:00 am

Any altercations to this document made by the bidder may be grounds for rejection of submission, cancellation of any subsequent award, or any other legal remedies available to the Sumner County Board of Education.

NOTICE TO BIDDERS

There may be one or more amendments to this ITB. In order to receive communication for any such amendments issued specifically to this ITB, the bidder must provide the information requested below to the Sumner County Board of Education (SCS) Purchasing Department. The information may be sent by email to: Chris Harrison, Purchasing Supervisor, chris.harrison@sumnerschools.org. SCS will send amendments only to those bidders which complete and return this information in a timely manner.

ITB Number: **20260107 Career & Technical Education Aviation Training Equipment**

Company Name: _____

Mailing Address: _____

_____

_____

Phone Number: _____

Contact Person: _____

Email Address: _____

Authorized Signature: _____

Printed Name: _____

Date: _____

Emailed amendments will be sent in a Microsoft Word (Office for Windows) or Portable Document Format (pdf) format. Any alterations to the document made by the bidder may be grounds for rejection of submission, cancellation of any subsequent award or any other legal remedies available to SCS.

Amendments will also be posted on the SCS website https://www.sumnerschools.org/about-us/departments/finance/invitation-to-bid and attached to the solicitation listing as a PDF or WORD file. Check the particular solicitation on the Current Bids and RFPs webpage for any posted amendments.

By completing and returning this form, the Bidder has expressed its intent to provide a submission for **20260107 Career & Technical Education Aviation Training Equipment**.

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1. SPECIFICATION

This ITB covers the requirements to provide an aircraft training device for SCS. The manufacturer, Redbird, is provided to exhibit the minimum levels, features, quality and service.

ALTERNATES: Unless otherwise provided for in this ITB, the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand, make or manufacturer named, but conveys the general style, type, character and quality of the item desired. Any item which SCS, in its sole discretion, determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. It is the bidder's responsibility to clearly and specifically indicate the product being offered and to provide sufficient descriptive literature, catalog cuts and technical data to enable SCS to determine if the product offered meets the requirements of the solicitation. Failure to provide adequate data for evaluation purposes may result in declaring a bid non-responsive.

The cost for each device must include all shipping cost, installation and training. The bidder must include a cost breakdown for each component included. The bid form lists the estimated order quantity totals for each device. Actual totals may vary.

The vendor must include the warranty length for each product and any restrictions on warranty claims.

DESKTOP FLIGHT SIMULATOR

A. Desktop flight simulator
    - Qty = 10
B. Equal to or Better than Redbird JAY Velocity
C. Internet connectivity to vendor for diagnostics and remote support
D. Includes:
    - RD1 Rudder Pedals
        - Qty = 10

CLASSROOM MANAGEMENT TOOL

A. Equal to or Better than Redbird TRACON
B. Real-time control, scenario launching and integrated communication for managing multiple simulators
C. Includes:
    - Software License for multi-sim command station
        - Qty = 1
    - Desktop computer for software
        - Qty = 1
    - Station kit with communication box and two (2) headsets
        - Qty = 10
    - Controller kit with aviation headset connect box and a controller headset
        - Qty = 1

2. TAX EXEMPT STATUS

SCS is a tax-exempt governmental entity. A copy of SCS's form will be made available upon request.

3. INVOICING & PAYMENT TERMS

SCS requires Net30 terms from the date of the invoice. SCS shall accept requests for progress payments provided supporting documentation is included to support the request.

SCS requests a contact person in accounting. The contact should be responsive to our invoicing questions and be accurate in producing detailed reporting and other information relevant to our account.

4. SCHEDULE OF EVENTS

ITB Issued	December 18, 2025
ITB Submission DEADLINE	January 7, 2026

5. INSTRUCTIONS FOR SUBMISSIONS

SCS shall not accept submissions via electronic transmission such as email, fax, etc. There will be no exceptions.

Submission Package

The outside of the submission package must be sealed and clearly marked with the following:

"20260114 Career & Technical Education Aviation Training Equipment"
DO NOT OPEN
Company Name
Date & Time of ITB Opening

All sealed submission packages must include all the following. Sealed submissions are subject to rejection as non-conforming if any applicable item is not included.

- One (1) Signed Original Copy

Vendors mailing submission packages must allow sufficient time to ensure receipt of their package by the time specified in the Schedule of Events.

Due to the nature of deliveries to the SCS Support Services Facility by carriers such as UPS, FedEx and such like; the submission package will be accepted if the date and time on the delivery confirmation are indicated to be on or before the Submission Deadline.

Delivery Address: Sumner County Board of Education
Attn: Purchasing Supervisor
1500 Airport Road
Gallatin, TN 37066

6. EVALUATION & AWARD

The SCS Purchasing Supervisor will first examine the submission to reject those that are clearly non-responsive to the stated requirements. Bidders who are determined to be non-responsive will be notified of this determination.

Award, if made, will be made to the Bidders submitting the lowest cost submission that meets or exceeds the stated specifications. SCS reserves the right to reject any submission that takes exception to the stated specifications unless prior approval is granted by SCS in writing.

As permissible through the State of Tennessee Cooperative Purchasing Laws and upon mutual agreement by both parties, SCS shall grant the right to extend the terms, conditions and prices of contract(s) awarded from this ITB to other Institutions (such as State, Local and/or Public Agencies) who express an interest in participating in any contract that results from this ITB. Each of the "piggyback" Institutions will issue their own purchasing documents for purchase of the goods/services. Bidder agrees that SCS shall bear no responsibility or liability for any agreements between Bidder and the other Institution(s) who desire to exercise this option.

7. PROTESTS

In the event that any interested party finds any part of the listed specifications, terms or conditions to be discrepant, incomplete or otherwise questionable in any respect; it shall be the responsibility of the concerned party to notify the SCS Purchasing Office of such matters immediately upon receipt of the ITB. All notifications must be sent to the Purchasing Supervisor via email at purchasing@sumnerschools.org.

8. NEW VENDORS

To comply with Internal Revenue Service requirements, all vendors who perform any type of service are required to have a current IRS Form W-9 on file with the SCS Finance Department. It is a mandatory requirement to complete the IRS Form W-9 (Attachment 1) included in this ITB.

To comply with the Tennessee Lawful Employment Act (**50-1-702** and 50-1-703), non-employees (individuals paid directly by the employer in exchange for the individual's labor or services) must have on file one (1) of the following documents:

- A valid Tennessee driver license or photo identification license used by the department of safety;
- A valid driver license or photo identification issued by another state where the issuance requirements are at least as strict as those in this state, as determined by the department. The commissioner, in consultation with the department of safety, shall determine which states have issuance requirements that are at least as strict as this state, and shall develop, and periodically update, a publicly accessible list of such states on the department's website;
- An official birth certificate issued by a United States state, jurisdiction or territory;
- A United States government-issued certified birth certificate;
- A valid, unexpired United States passport;
- A United States certificate of birth abroad (DS-1350 or FS-545);
- A report of birth abroad of a citizen of the United States (FS-240);
- A certificate of citizenship (N560 or N561);
- A certificate of naturalization (N550, N570 or N578);
- A United States citizen identification care (I-197 or I-179); or
- A valid alien registration documentation or other proof of current immigration registration recognized by the United States Department of Homeland Security that contains the individual's complete legal name and current alien admission number or alien file number (or numbers if the individual has more than one (1) number).

9. REQUEST FOR CLARIFICATION

Requests for clarification of submissions shall be distributed by the Purchasing Supervisor in writing (or email). Any questions concerning the submission documents must be received by the Purchasing Supervisor no less than ninety-six (96) hours before the submission opening date. **T.C.A. § 12-4-113 (b)** No addenda will be issued within less than forty-eight (48) hours of the submission opening date, excluding weekends and legal holidays, unless the submission deadline is extended for a reasonable period as determined by the Purchasing Supervisor, which shall not be less than forty-eight (48) hours, excluding weekends and legal holidays, to all for any necessary changes to the submission documents and to allow bidders to resubmit their submission accordingly. **T.C.A. § 12-4-113 (a)**

ATTACHMENT 10.1 - Bid Form

Attn: Purchasing Supervisor
1500 Airport Road
Gallatin, TN 37066

Date_____

DESCRIPTION	QTY	PRICE EACH	EXTENDED PRICE
Desktop Flight Simulator	10		
Rudder Pedals	10		
Classroom Management Tool			
• Software License	1		
• Desktop Computer	1		
• Station Kit	10		
• Controller Kit	1		
		GRAND TOTAL	

By Signing below, Bidder certifies they have carefully examined all instructions, requirements, specifications, terms and conditions of the ITB and certifies:

A. It is a reputable company regularly engaged in providing goods and/or services necessary to meet the requirements, specifications, terms and conditions of the ITB.
B. All statements, information and representations prepared and submitted in response to the ITB are current, complete, true and accurate. Bidder acknowledges that the Sumner County Board of Education (SCS) will rely on such statements, information and representations in selecting the successful bidder(s).
C. That the prices quoted shall be SCSs pricing for the products and/or service.
D. It shall be bound by all statements, representations, warranties and guarantees made in its submission.
E. Bidder acknowledges that the contract may be canceled if any conflict of interest or appearance of a conflict of interest is discovered by SCS, in its sole discretion.
F. All purchase orders must be duly authorized and executed by SCS and subject to the terms and conditions of the ITB.

Authorized Signature _____

Title _____

Printed Name _____

Vendor Legal Name _____

ATTACHMENT 10.2 – Contract Piggyback Agreement

By Signing below, Bidder agrees that SCS reserves the right to extend the terms, conditions and prices of this contract to other Institutions (such as State, Local and/or Public Agencies) who express an interest in participating in any contract that results from this ITB. Each of the piggyback Institutions will issue their own purchasing documents for the goods/service. Bidder agrees that SCS shall bear no responsibility or liability for any agreements between Bidder and the other Institution(s) who desire to exercise this option.

Authorized Signature _____

Title _____

Printed Name _____

Legal Entity Name _____

ATTACHMENT 10.3 – IRS Form W9

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Go to *www.irs.gov/FormW9* for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See ***Specific Instructions*** on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☐ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

(Applies to accounts maintained outside the United States.)

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

Requester's name and address (optional)

6 City, state, and ZIP code

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–		–				

or

Employer identification number

		–							

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	**Signature of U.S. person**	**Date**

ATTACHEMENT 10.4 - Certification of Non-Collusion & Debarment or Suspension

The undersigned Bidder certifies that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this submission in collusion with any other respondent, and that the contents of this submission as to prices, terms or conditions of said submission have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this submission.

The undersigned Bidder certifies, to the best of its knowledge and belief, that it and its principals:

A. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency in accordance with 2 CFR 200.213 and 2 CFR 180;
B. Have not, within the three-year period preceding the proposal, had one or more public transactions (federal, state or local) terminated for cause or default; and
C. Are not presently indicated or otherwise criminally or civilly charged by a government entity (federal, state or local) and have not, within the three-year period preceding the bid, been convicted or had a civil judgement rendered against it:
    1) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public transaction (federal, state or local) or a procurement contract under such a public transaction;
    2) For the violation of federal or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
    3) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this submission or the termination of the award. In addition, under 18 U.S.C. 1001, a false statement may result in a fine of up to $10,000 or imprisonment for up to five years, or both.

Company: _____

Respondent Signature: _____

Respondent (Print Name & Title): _____

Date: _____

ATTESTATION RE PERSONNEL USED IN CONTRACT PERFORMANCE

CONTRACTOR LEGAL ENTITY NAME:	
FEDERAL EMPLOYER IDENTIFICATION NUMBER: (*or Social Security Number*)	

The Contractor, identified above, does hereby attest, certify, warrant and assure that the Contractor shall not knowingly utilize the services of an illegal immigrant in the performance of this Contract and shall not knowingly utilize the services of any subcontractor who will utilize the services of an illegal immigrant in the performance of this Contract, T.C.A. § 12-3-309.

SIGNATURE & DATE: _____

NOTICE: This attestation MUST be signed by an individual empowered to contractually bind the Contractor.

ATTACHMENT 10.6 - Non-Boycott of Israel

The Bidder certifies that it is not currently engaged in and will not for the duration of the contract engage in, a boycott of Israel as defined by Tenn. Code Ann. § 12-4-119. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars ($250,000) or to contractors with less than ten (10) employees.

According to the law, a boycott of Israel means engaging in refusals to deal, terminating business activities, or other commercial actions that are intended to limit commercial relations with Israel, or companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel to do business, or persons or entities doing business in Israel, when such actions are taken:

1) In compliance with, or adherence to, calls for a boycott of Israel, or

2) In a manner that discriminates on the basis of nationality, national origin, religion, or other unreasonable basis, and is not based on a valid business reason. Tenn. Code Ann. § 12-4-119.

Contractor Legal Entity Name _____

Signature of Authorized Representative _____

Printed Name and Title _____

Date _____

ATTACHMENT 10.7 – Standard Terms & Conditions
SUMNER COUNTY BOARD OF EDUCATION (SCS)

PREPARATION AND SUBMISSION OF BID

1. Failure to examine any drawings, specifications, or instructions will be at the Bidder/Proposer's risk. Any deviation from the stated terms, conditions and specifications must be coordinated with and approved in writing by the SCS Purchasing Supervisor.
2. RFB/RFP/ITB SUBMITTAL / SIGNATURE: Submittal shall give the full name and business address of the Bidder/Proposer. If the Bidder/Proposer is a corporation, the name shall be stated as it is in the corporate charter. Submittals must be signed in ink by the Bidder/Proposer authorized agent. Unsigned submittals will be rejected. Submittals are to be sealed and the outside of the envelope is to reference the RFB/RFP/ITB number. The person signing the submittal must show their title, and if requested by the institution, must furnish satisfactory proof of his or her authority to bind his or her company in contract. The Bidder/Proposer understands that by submission with an authorized signature, it shall constitute an offer to SCS. Submissions must be typewritten or in ink; otherwise they may not be considered. Purchase orders will be issued to the firm name appearing on the W9. Electronic submissions via email, fax, etc. shall not be accepted.
3. SCS is not responsible for any costs incurred by any Bidder/Proposer pursuant to the RFB/RFP/ITB. The Bidder/Proposer shall be responsible for all costs incurred in connection with the preparation and submission of its proposal.
4. All Bidder/Proposers must be in compliance with T.C.A. § 62-6-119 at the time of submission and provide evidence of compliance with the applicable provisions of the chapter before such submission may be considered.
5. Submissions are to be received in the location designated in the RFB/RFP/ITB no later than the specified date and time. Late submissions will NOT be opened or considered.
6. No erasures permitted. Errors may be crossed out and corrections printed in ink or typewritten adjacent to error and must be initialed in ink by person signing the submission.
7. Specifications: Reference to available specifications shall be sufficient to make the terms of the specifications binding on the Bidder/Proposer. The use of the name of a manufacturer, or any special brand or make in describing an item does not restrict the Bidder/Proposer to that manufacturer or specific article, unless specifically stated. Comparable products of other manufacturers will be considered if proof of compatibility is contained in the submission. Bidder/Proposers are required to notify SCSs Purchasing Supervisor whenever specifications/procedures are not perceived to be fair and open. The articles on which the submission is submitted must be equal or superior to that specified. Informative and Descriptive Literature: The Bidder/Proposer must show brand or trade names of the articles proposed, when applicable. It shall be the responsibility of the Bidder/Proposer, including the Bidder/Proposers whose product is referenced; to furnish with the submission such specifications, catalog pages, brochures or other data as will provide an adequate basis for determining the quality and functional capabilities of the product offered. Failure to provide this data may be considered valid justification for rejection of the Bidder/Proposer.
8. Samples: Samples of items when called for, must be furnished free of expense, and if not destroyed will, upon Bidder/Proposer request within ten (10) days of RFB/RFP/ITB opening, be returned at the Bidder/Proposers expense. Each sample must be labeled with the interested parties' name, manufacturer's brand name and number, RFB/RFP/ITB number and item reference.
9. Time of Performance: The number of calendar days in which delivery is to be made after receipt of order shall be stated in the RFB/RFP/ITB and may be a factor in making an award, price notwithstanding. If no delivery time is stated in the bid, the Bidder/Proposer agrees that delivery is to be made within two weeks (10 business days) of order.
10. Transportation and delivery charges should be included in the price and be fully prepaid by the vendor to the destination specified in the RFB/RFP/ITB. Submission prices shall include delivery of all items F.O.B. destination.
11. New materials and supplies must be delivered unless otherwise specifically stated in the RFB/RFP/ITB.
12. Alternate/multiple bids will not be considered unless specifically called for in the RFB/RFP/ITB.
13. Only proposals submitted on RFB/RFP/ITB forms furnished by SCS will be considered.
14. By signing this RFB/RFP/ITB where indicated, Bidder/Proposer agrees to strictly abide by all applicable local, state and federal statutes and regulations. The Bidder/Proposer further certifies that this submission is made without collusion or fraud.
15. Error in Submission. In case of error in the extension of prices in the submission, the unit price will govern. Late submissions will NOT be opened or considered. Bidder/Proposer are cautioned to verify their submission, as amendments received after the RFB/RFP/ITB deadline will not be considered. No submission shall be altered, amended or withdrawn after opening. After submission opening, a Bidder/Proposer may withdraw a submission only when there is obvious clerical error such as a misplaced decimal point, or when enforcement of the submission would impose unconscionable hardship due to an error in the submission resulting in a quotation substantially below the other submissions received. Submission withdrawals will be considered only upon written request of the Bidder/Proposer.

OPEN RECORDS

In order to comply with the provisions of the Tennessee Open Records Act, all submissions will be publicly opened and are subject to public inspection after the award upon written request. A Bidder/Proposer may be present at RFB/RFP/ITB opening. Summary information will be posted the SCS website, www.sumnerschools.org under the Invitation to Bid link.

ACCEPTANCE AND AWARD

1. SCS reserves the right to reject any and all submissions and to waive any informality in submission and, unless otherwise specified by the Bidder/Proposer to accept any item in the submission. Action to reject all submissions shall be taken for unreasonably high prices, errors in the submission documents, cessation of need, unavailability of funds, or any other reason approved by SCS.
2. Contracts and purchases will be made with the lowest, responsive, responsible, qualified Bidder/Proposer. The quality of the articles to be supplied, their conformity with the specifications, their suitability to the requirements of the Institution, cash discount offered, and the delivery terms will be taken into consideration.
3. Any deviation from these stated terms, specifications and conditions must be coordinated with and approved in writing by the Purchasing Supervisor.
4. Prices quoted in the submission (if any) are to be considered firm and binding until the said equipment, supplies or services are in the possession of SCS.
5. If, during the performance of this contract, the cost of materials increases, through no fault of the contractor, the price of materials shall be equitably adjusted by an amount reasonably necessary to cover any such increase in the cost of materials. The Bidder/Proposer shall provide evidence of the cost increase prior to its' implementation. Annual or Multi-Year Contracts ONLY. Any increase in cost must be approved by SCS.
6. SCS reserves the right to order more or less than the quantity listed in the proposal.
7. If a Bidder/Proposer fails to state a time within which a Bidder/Proposer must be accepted, it is understood and agreed that SCS shall have ninety (90) days to accept.
8. No purchase or contract is authorized or valid until the issuance of a SCS purchase order in accordance with SCS policy. No SCS employee is authorized to purchase equipment, supplies or services prior to the issuance of such a purchase order.
9. The contract may not be assigned without written SCS consent.
10. If the appropriate space is marked on the RFB/RFP/ITB, other Institutions (such as State, Local and/or Public Agencies) may purchase off the contract during the same period as SCS.
11. The awarded Bidder/Proposer will be required to post a performance and payment bond in the amount of 25% of the contract price if it exceeds $100,000 as stated by T.C.A. §12-4-201.
12. If the project cost is in excess of $25,000 a performance bond must be secured by the requesting part in an amount equal to the market improvement value.
13. By submission of this bid and signature thereof, the Bidder/Proposer acknowledges compliance with the provisions of Public Chapter No. 587 / Senate Bill No. 2048 (Employee Background Check). The Bidder further agrees to submit a formal certification thereof prior to commencing work.

PAYMENT

Payment terms must be specified in the submission, including any discounts for early payment. Partial payments will not be approved unless justification for such payment can be shown. Terms will be NET 30 days. Payment will not be made until the conditions and specifications of the RFB/RFP/ITB are inspected and approved as conforming by persons appointed by SCS.

DEFAULT OF SELECTED VENDOR

In case of Bidder/Proposer default, SCS may procure the articles or services from other sources and hold the defaulting Bidder/Proposer responsible for any resulting cost. If the awarded Bidder/Proposer violates any terms of their response, the contract, SCS policy or any law, they may be disqualified from submitting for a period of two years for minor violations or longer for major violations. Submissions from disqualified Bidder/Proposer will not be accepted during the period of disqualification.

INSPECTION OF PURCHASES

Articles received which are not equivalent will not be accepted and will be picked up by the Bidder/Proposer or returned to Bidder/Proposer, shipping charges collect. SCS shall have a reasonable period in which to inspect and accept or reject materials without liability. If necessity requires SCS to use nonconforming materials, an appropriate reduction in payment may be made.

TAXES

SCS is tax exempt; do not include taxes in quotation. Bidder/Proposers making improvements or additions to or performing repair work on real property for SCS are liable for any applicable sales or use tax on tangible personal property used in connection with the contract or furnished to vendors by the state for use under the contract.

NONDISCRIMINATION

SCS is an equal opportunity employer. SCS and bidder agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Executive Order 11,246, the Americans with Disabilities Act of 1990, if applicable, and the related regulations to each. Each party assures that it will not discriminate against any individual including, but not limited to employees or applicants for employment and/or students, because of race, religion, creed, color, sex, age, disability, veteran status or national origin. In the event that any claims should arise with regards to violations of any such local, state or federal law, statues, rule or regulations, the vendor will indemnify and hold SCS harmless for any damages, including court costs or attorney fees, which might be incurred.

PROHIBITIONS/NO VENDOR CONTRACT FORM

Acceptance of gifts from Bidder/Proposer is prohibited. T.C.A. §12-4-106. The contract documents for purchase under this RFB/RFP/ITB shall consist of the successful Bidder/Proposers bid and SCSs purchase order. The Bidder/Proposer may request exceptions to terms and conditions and/or request SCS to accept other terms and conditions by means of subsequent documents such as invoices, warranty agreements, license agreements, etc. All subsequent documents shall be open to revision for impermissible language. SCS reserves the right to render the submission unresponsive and subject the submission to rejection if successful terms cannot be negotiated.

PROHIBITION ON HIRING ILLEGAL IMMIGRANTS

Tennessee Public Chapter No. 878 of 2006, T.C.A. §12-3-309, requires that Contractor attest in writing that Contractor will not knowingly utilize the services of illegal immigrants in the performance of this Contract and will not knowingly utilize the services of any subcontractor, if permitted under this Contract, who will utilize the services of illegal immigrants in the performance of this Contract. The attestation shall be made on the form, Attestation re Personnel Used in Contract Performance ("the Attestation"), which is attached and hereby incorporated by this reference.

SALES AND USE TAX

Before the Purchase Order/Contract resulting from this RFP/ITB is signed, the apparent successful Bidder/Proposer must be registered with the Department of Revenue for the collection of Tennessee sales and use tax as required by T.C.A. §12-3-306.

ASSIGNMENT

Neither the Bidder/Proposer nor SCS may assign this agreement without prior written consent of the other party.

LIABILITIES

The Bidder/Proposer shall indemnify SCS against liability for any suits, actions or claims of any character arising from or relating to the performance under this agreement by the Bidder/Proposer or its subcontractors. SCS has no obligation for the payment of any judgement, or the settlement of any claim made against the Bidder/Proposer or its subcontractors as a result of obligations under this contract.

APPLICABLE LAW

Any contract shall be interpreted under the laws and statutes of the State of Tennessee, T.C.A. §12-3-515. SCS does not enter into contracts which provide for mediation or arbitration. Any action arising from any contract made from this RFP/ITB shall be brought in the state courts in Sumner County, TN or in the United States Federal District Court for the Middle District of Tennessee.

Additionally, it is a violation of state statutes to purchase materials, supplies, services or any other item from a Bidder/Proposer that is a commissioner, official, employee or board member that has any financial or beneficial interest in such transaction, T.C.A. §12-4-101.

FUNDS

The Bidder/Proposer understands and accepts the non-appropriation of funds provision of SCS.

DATA PRIVACY AND SECURITY

Personal Information (PI) includes but is not limited to that information protected by HIPAA, the HITECH Act, FERPA, or Gramm-Leach-Bliley) or such information which would allow a third party to gain access to the personal, medical or financial records of any of any party. Bidder/Proposer represents and warrants that its collection, access, use, storage, disposal and disclosure of PI complies with all applicable federal and state privacy and data protection laws. Bidder/Proposer represents and warrants that Vendor will maintain compliance with the SSAE 16 standard and shall undertake any audits and risk assessments Bidder/Proposer deems necessary to maintain compliance with SSAE16. If PI provided by SCS to Vendor is subject to FERPA. Bidder/Proposer agrees that in its handling of FERPA data it will perform as a school official as that term is defined by FERPA regulations. Bidder/Proposer acknowledges that its improper disclosure or re-disclosure of PI covered by FERPA may, under certain circumstances, result in Bidder/Proposer's exclusion from eligibility to contract with SCS for at least five (5) years. Bidder/Proposer shall provide SCS with the name and contact information for an employee of Vendor who shall serve as SCS's primary security contact and shall be available to assist Customer twenty-four (24) hours per day, seven (7) days per week as a contact in resolving obligations associated with any security incident in which it is reasonably suspected that there has been a breach of information security. Bidder/Proposer shall immediately mitigate or resolve any Security Incident, at Vendor's expense and in accordance with applicable privacy rights, laws, regulations and standards. Vendor shall reimburse SCS for actual costs incurred by SCS in responding to, and mitigating damages caused by, any Security Incident, including all costs of notice and/or remediation incurred under applicable law as a result of the Security Incident.

IRAN DIVESTMENT ACT

By submitting a response, each Bidder/Proposer and each person signing on behalf of any Bidder/Proposer certified, and in the case of a joint submission, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Bidder/Proposer is not on the list created pursuant to T.C.A. §12-12-106.

NON-BOYCOTT OF ISRAEL

The Bidder/Proposer certifies that it is not currently engaged in and will not for the duration of the contract engage in, a boycott of Israel as defined by T.C.A. § 12-4-119.

COMPLIANCE WITH CONDUCT STANDARDS

Bidder/Proposer shall be fully responsible for the conduct of its employees, subcontractors, representatives and agents. Loud or offensive music, language or behavior is unacceptable. Tobacco use of any type and vaping is prohibited on SCS property. Contact or interaction with staff or students is not allowed excepted between designated representatives of SCS and Bidder/Proposer.

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