INSTRUCTIONS TO BIDDERS

INFORMATION FOR SUBMITTING BIDS

SEALED BIDS MUST BE RECEIVED BEFORE 10:00 AM ON THURSDAY MARCH 19, 2026. BIDS WILL BE OPENED AT 10:00 AM ON THE SAME DAY, IN THE BURRELL SCHOOL DISTRICT, BUSINESS OFFICE, 1021 PUCKETY CHURCH ROAD, LOWER BURRELL, PA 15068.

CONDITIONS UNDER WHICH BIDS ARE MADE

1. Bids must be submitted in sealed envelopes marked **"SEALED BID SUPPLIES FOR 2026-2027"** and designated thereon the name of the type of supplies – **JANITORIAL SUPPLIES or ATHLETIC SUPPLIES.** Bids received by facsimile (fax) or email are **not** acceptable. Bids must be received by due date and time. Bidder bears the risk of timely bid delivery to Burrell School District, whether by mail or private carrier. Postmarked date or proof of timely delivery to private carriers is not controlling. Burrell School District must be in timely and physical possession of the sealed bid as a precondition.
2. Bids must be submitted on the Vendor Bid Forms, typewritten or written in ink, and must include a completed and signed Bid Proposal Form and Non-collusion Affidavit.
3. The Board of Directors reserves the right to reject any or all bids, and to accept or reject the bid on any item or group of items. It is understood that each item constitutes a separate bid. In awarding contracts, each item shall be considered separately, unless otherwise noted. Burrell School District reserves the right to select a single item or group of items from any bid. Burrell School District reserves the right to group items for awarding contracts when items are uniforms and/or apparel.
4. Bids containing any conditions, omissions, unexplained erasures, alterations, or irregularities of any kind may be rejected by Burrell School District as being incomplete. Burrell School District reserves the right to reject any or all bids or any portion or part thereof when such rejection is in the interest of the District.
5. Burrell School District reserves the right to waive any informalities or technicalities in any bid for the best interest of the School District.
6. It is understood that the quantities shown for each item are estimates and may vary somewhat from the quantity which will be purchased.
7. The Burrell School District, by its authorized representative, shall have full power and authority to reject any and all materials furnished which shall be judged not to be in strict compliance with any conformity to the specifications or which are not equal in every respect to the samples submitted; and the decision of the school district, by its authorized representative, shall be final, conclusive and without exception or appeal. All articles so rejected shall be promptly removed from the premises of the district at the cost of the vendor.
8. The quality of all goods, materials, supplies, etc., for which bid is made, shall be strictly in conformity to the specifications. On paper items for which weights are specified, it is understood that the bidder agrees to furnish paper of the weight specified regardless of any samples submitted, unless otherwise noted in the bid. The weight of any materials furnished in containers shall be understood to be net weight of the containers. Bids on such items shall indicate clearly the weights of each unit.
9. PRODUCT SAMPLES MUST BE SUBMITTED when specified by district on bid form. Product samples must be submitted in all cases where any item is not bid as specified and bidder must furnish name of manufacturer, brand, any variation from the specifications or standard, and other appropriate information. If bidding an "equal to" or substitution, bid must be so marked as to clearly indicate that such substitution is intended, and a sample must be submitted. All samples are to be marked with the bid item number and bidder's name. Substitutions will NOT be permitted on items with a notation "No Substitutions" or "Name Brand Only".

10. In cases where no sample is submitted by the bidder, it will be understood that the bidder agrees to furnish the exact article or articles as specified, or to exactly match the district sample.
11. All samples submitted by bidders must be plainly marked "Bid Sample" with the name of the bidder and the item number found opposite it on the list. Samples of items for which contracts are awarded shall be retained by the School District, if it is considered necessary. In case samples of items for which contracts are not awarded are to be returned, the district shall be so notified when the bid is submitted. The transportation cost of returning them shall be paid by the bidder.
12. In order to receive consideration, samples must be delivered to Burrell School District, Business Office, 1021 Puckety Church Road, Lower Burrell, PA 15068-8745, no later than the time set for the sealed bids. All charges for transportation of samples, including drayage, must be prepaid by the bidder.
13. **Deliveries for Janitorial Supplies shall be made to Charles A. Huston Middle School, 1020 Puckety Church Road, Lower Burrell, PA 15068. INSIDE DELIVERY REQUIRED. Deliveries will not be accepted prior to June 8, 2026, and no later than July 13, 2026, unless otherwise specified and agreed to by both the buyer and seller. All deliveries shall be made between 8:00 AM and 2:00 PM Monday through Thursday, inclusive. Vendor must call 1 day before delivery at (724)971-3845.**
14. **Deliveries for Athletic Supplies shall be made to Burrell High School, 1021 Puckety Church Road, Lower Burrell, PA 15068. INSIDE DELIVERY REQUIRED. Deliveries will not be accepted prior to June 8, 2026. Deliveries shall be made between 8:00 AM and 2:00 PM Monday through Thursday in accordance with the following schedule:**
    a. **Football, Golf, Girls' Tennis, Soccer, and Volleyball Supplies must be delivered by July 13, 2026.**
    b. **Basketball, Wrestling, and Swimming Supplies must be delivered by October 9, 2026.**
    c. **Softball, Track, Baseball and Boys' Tennis Supplies must be delivered by January 15, 2027.**

If items are not received by the dates listed above, the order for those items shall be considered void.

15. All transportation and delivery charges must be prepaid by the bidder and must be included in the bid. BID AMOUNT INCLUDES DELIVERY CHARGES: Bid amount is deemed to include all charges including shipping and delivery at the destination called for in the specifications. All deliveries must be shipped prepaid, and bids shall include all costs.
16. Orders placed as a result of bids will imply a contractual obligation of the vender to supply the items within the time frame specified above. Vendors shall not bid on items that will not be in stock during delivery period.
17. Paper goods must be packed in uniform bundles or cases and the weight of any one case or bundle must not exceed 300 pounds. Except where the quantities are small, it is understood that a bundle should contain only one kind of paper material. Each bundle or case must be marked plainly as to the contents by name and quantity. Any special marking indicated on the order shall be placed on all bundles or cases.
18. Bids shall show both unit and total prices. Should figures be irreconcilable, the unit price shall govern and the award shall be made on that basis. Bid figures shall include all charges. Burrell School District is exempt from Federal Excise Tax and State Sales and Use Tax and will execute Tax Exemption Certificates when requested.
19. Not more than two prices can be quoted on any one item. If bidders submit more than two prices on one item, their bid for that item will not be considered.
20. No bids that require minimum order quantity or amounts are permitted.
21. All prices bid shall be firm prices until July 31, 2026. In the event the bidders' quotations are valid for a certain limited period of time, the extent of time allowed for acceptance of the district order shall be clearly indicated.
22. Payment for invoices on items received will be processed after July 1, 2026.

BURRELL SCHOOL DISTRICT
BID PROPOSAL FORM
2026-2027 SUPPLIES

We, the undersigned, herewith propose and agree to furnish to the Burrell School District, 1021 Puckety Church Road, Lower Burrell, PA 15068 any one or all of the items that we have priced at the prices set opposite each item on the attached sheets.

This proposal is subject to all of the terms of these specifications as printed on the Instructions to Bidders page and specifications for supplies on the Vendor Bid Form and we hereby agree to enter into a written contract to furnish such items as may be awarded to us, and to furnish such a security as these specifications require.

The undersigned bidder certifies to have read these specifications and instructions and offers to furnish the articles specified to the Burrell School District Board of Directors in exact accordance with these specifications and at the prices stated.

(PLEASE PRINT OR TYPE)

COMPANY NAME: _____

CONTACT NAME: _____

E-MAIL: _____

ADDRESS: _____

TELEPHONE: _____ **FAX:** _____

EMAIL ADDRESS: _____

*Future bids will be emailed to this email

Purchase Order Email Address: _____

TOTAL SUPPLIES BID:

JANITORIAL SUPPLIES **$** _____

ATHLETIC SUPPLIES **$** _____

AUTHORIZED SIGNATURE: _____ **DATE:** _____

Print/Type Name & Title: _____

SEALED BIDS ARE DUE TO JENNIFER S. CALLAHAN, BUSINESS ADMINISTRATOR/BOARD SECRETARY, BURRELL SCHOOL DISTRICT, BUSINESS OFFICE, 1021 PUCKETY CHURCH ROAD, LOWER BURRELL, PA 15068-8745 BEFORE 10:00 AM ON THURSDAY, MARCH 19, 2026.

NONCOLLUSION AFFIDAVIT

Contract/Bid No. _____

State of _____:

County of _____: s.s.

I state that I am (Title) _____ of (Name of Firm) _____ _____ and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and, officers. I am the person responsible in my firm for the price(s) and the amount of this bid. I state that:

(1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.

(2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.

(3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.

(4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.

(5) (Name of Firm)_____, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that (Name of Firm)_____ understands and acknowledges that the above representations are material and important, and will be relied on by the Burrell School District in awarding the contract(s)/purchase order(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the Burrell School District of the true facts relating to the submission of this bid.

_____ _____

(Signature) (Print Signatory's Name and Company Position)

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____DAY
OF _____, 2026

_____ My Commission Expires_____

Notary Public

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-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 submission 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.

Burrell School District
Vendor Bid Form 2026-2027
ATHLETIC SUPPLIES (07)

** Indicates Hazardous Materials*

Item #	Catalog #	Item Description	Quantity Requested	Unit	Unit Price	Extended Price
Category 07 - ATHLETIC SUPPLIES						
		FOOTBALL VARSITY				
0010	-005	Concussion Helmets, SCHUTT F7 2.0 Helmet Facemask- XXL- F7 RJOP-DW-NB XL- F7 RJOP-DW-NB L- F7 EGOP III-NB-VC M-F7 EGOP III-NB-VC Columbia Blue (gloss)- white facemask 2M, 2L, 2XL, 2XXL. Must Match Existing; NO SUBS	8.00	EACH		
		(No Substitutions)				
0010	-015	Mouthpieces-Shield #180 Double Cushion Blue	6.00	DOZ.		
0010	-031	McDavid/Schutt or equivalent 5 pad integrated girdles with Butt, 2 hip and 2 thigh pads- 10 Small, 15 Medium, 15 Large, 15XL, 10 XXL, 5 XXL - must state brand	70.00	EACH		
0010	-032	Special Teams Position Mat- 11 spots Rogers/Gillman or equivalent, must state brand	1.00	EACH		
0010	-040	Practice Pants- Russell or equivalent - White 10 S, 8 M, 8 L, 8 XL, 8 XXL, 6 XXXL	48.00	EACH		
0010	-045	Game Footballs- Wilson WF1007601IBOF, No Logo stamped on ball - NO SUBS	20.00	EACH		
		(No Substitutions)				
0010	-062	Knee Pads - Light weight knee pads (NOT SMALL CIRCLES)- Schutt or comparable- must state brand	80.00	PAIR		
0010	-105	Shoulder Pads, Douglas Legacy or Similar Shoulder Pads with rib combo attached. pair QB/DB/WR; pair RB/LB/DE; - Winning bidder must fit for sizing. 8 Small, 12 Medium, 6 Large	26.00	PAIR		
0010	-166	Travel Bags-Accusnet / Hockey Style - Navy Blue with White Lettering and Numbers inside Football Design-Must Match Existing - #11-20	10.00	EA		
0010	-200	Practice Jerseys-Ripon Athletic #4107C, Full Length 2 ply, 100% Nylon Tricot Mesh Cowl, #44 Nylon Grid Mesh Body- or similar 10 S, 10 M, 5 L, 5 XL, 5 XXL, 10 XXXL	45.00	EACH		
		VOLLEYBALL				
0040	-005	Volleyballs - Baden Perfecion VX5EC-210 PIAA. NO SUBS	12.00	EACH		
		(No Substitutions)				
0040	-008	Jump ropes- champion sports segmented plastic jump ropes 10 feet or equivalent- must state brand	24.00	EACH		
0040	-009	Target Challener - 30 inch ring, adjustable, included weight for stability, wheels for easy movement- must state brand	1.00	EACH		
0040	-010	3 in 1 foam plyometric jump box 20 x 24 x 36	2.00	EACH		

Burrell School District
Vendor Bid Form 2026-2027
ATHLETIC SUPPLIES (07)

** Indicates Hazardous Materials*

Item #	Catalog #	Item Description	Quantity Requested	Unit	Unit Price	Extended Price
Category 07 - ATHLETIC SUPPLIES						
0040 –015		Volleyball Line Up Cards, 150 Piece Bulk Brick - Must state brand	1.00	EACH		
0040 –020		Official Volleyball Scorebook	2.00	EACH		
0040 –040		Tachikara Collapsable Ball Hammock/Cart or similar- must state brand	2.00	EACH		
		SOFTBALL				
0060 –006		Thorza 12" weighted training softballs set of 4 (6, 8, 10, and 12 OZ) or equivalent	2.00	SET		
0060 –007		Mini Foam Yellow and Black 1.6 inch wide baseballs- or equivalent	1.00	EACH		
0060 –040		Premium 7' x 7' fielding screen- or equivalent- must state brand	2.00	EACH		
0060 –050		Nike navy Visors(Varsity and Jr. High) with "Lady Bucs" in script in white/blue lettering	40.00	EACH		
0060 –055		Nike NAVY socks(Varsity and JH) 20 Large 20 Medium	40.00	PAIR		
0060 –060		Big Mouth Bow Nets Bownets or similar brand- must state brand	3.00	EACH		
0060 –063		Wilson Scorebook	3.00	EACH		
		BOYS BASKETBALL				
0070 –005		Titlest Tru Feel Golf balls- new or used in mint condition	10.00	DOZ		
0070 –007		NCAA EVO NXT WZ1018901XB7 - WILSON BASKETBALL - NO SUBS	12.00	EACH		
	(No Substitutions)					
0070 –025		Scorebooks-Mark V - NO SUBS	5.00	EACH		
	(No Substitutions)					
		JH GIRLS BASKETBALL				
0071 –001		UNIFORMS:Reversible Navy Blue or Columbia Blue on one side/White on the other side, lightweight basketball uniforms- Numbers 1, 2, 3, 4, 5, 10, 11, 12, 13, 14, 15, 20, 21, 22, 23, 24, 25, 30, 31, 32, 33, 34, 35, 40, 41, 42, 43, 44, 45, 50, 51, 52, 53, 54, 55- "Burrell" on both sides in navy, columbia and white, two color- 5 AXS, 10 AS, 10 AM, 5 AL - Matching shorts as well- must state brand	30.00	EACH		
		GIRLS VARSITY BASKETBALL				
0080 –007		NCAA EVO NXT WZ1018901XB6- WILSON	12.00	EACH		
0080 –015		Scorebooks - Mark V. NO SUBS	4.00	EACH		
	(No Substitutions)					

Burrell School District
Vendor Bid Form 2026-2027
ATHLETIC SUPPLIES (07)

** Indicates Hazardous Materials*

Item #	Catalog #	Item Description	Quantity Requested	Unit	Unit Price	Extended Price
Category 07 - ATHLETIC SUPPLIES						
		WRESTLING				
0090	-020	Cliff Keen Scorebook	4.00	EACH		
0090	-050	Ken Clean Plus Disinfectant/Cleaner. NO SUBS.	4.00	GAL.		
		(No Substitutions)				
		GIRLS VAR WRESTLING				
0095	-040	Jump ropes- champion sports segmented plastic jump ropes 9 foot (8 of them) and 10 feet (8 of them) or equivalent- must state brand	16.00	EACH		
0095	-041	Squid Bands 20, 40 and 60 pounds (2 of each weight) or equivalent	6.00	EACH		
		BOYS SOCCER				
0100	-003	VIVIDO Match Ball NFHS WS1001401XB05	12.00	EACH		
0100	-010	Nike Academy OTC Socks Navy- NO SUBS 10 L, 10 XL	20.00	PAIR		
		(No Substitutions)				
0100	-025	European Style "Captain" Armbands, Red	6.00	EACH		
0100	-027	Kwikgoal Scorebook - Oversized. NO SUBS	2.00	EACH		
		(No Substitutions)				
0100	-040	Pugg 6 foot pop up Nets- NO SUBS	3.00	EACH		
		(No Substitutions)				
0100	-041	Select 20 Ball Soccer Duffle Bag Heavy Duty- or equivalent- must state brand	3.00	EACH		
0100	-210	Nike Academy OTC Socks Navy 10 M, 10 S	20.00	PAIR		
		(No Substitutions)				
		GIRLS TENNIS				
0200	-006	UNIFORM:Nike Dri Fit Victory - College Navy with Columbia and White Logo on upper chest- 5 S, 10 M, 5 L (OR SIMILAR, MUST STATE BRAND)	20.00	EACH		
0200	-017	Penn Champion Optic Yellow Tennis Balls	4.00	CASE		
		BOYS TENNIS				
0300	-030	UNIFORM: Mens Dry Fit Navy Shirt Must state brand and catalog number. "Burrell Tennis" with racquet embroidered on left chest (2 color). Navy- 5 S, 7 M, 5 L, 3 XL	20.00	EACH		

Burrell School District
Vendor Bid Form 2026-2027
ATHLETIC SUPPLIES (07)

** Indicates Hazardous Materials*

Item #	Catalog #	Item Description	Quantity Requested	Unit	Unit Price	Extended Price
Category 07 - ATHLETIC SUPPLIES						
		BASEBALL				
0400 -010		Baseball Hat- Richardson PTS30C Ignite Lite R- Flex - Custom Logo on back and side and custom logo on front- 3 color no subs	4.00	DOZ		
		(No Substitutions)				
0400 -015		Wilson Scorebooks #A3753 or similar	2.00	EACH		
0400 -040		Jaypro Bomber Portable Batting Turtle- or equivalent- 18x12x22 foldable, heavy duty 2 inch aluminum, Navy Skirt, Dual coaches stands, 4x6x4" thud pad.	1.00	EACH		
0400 -050		Baseballs: TF Pro Baseball NFHS/NOCSAE WC41100HS, NO SUBS	20.00	DOZ		
		(No Substitutions)				
0400 -070		Jugs Ball Bucket with Pearl Ball, B5210. NO SUBS	1.00	SET		
		(No Substitutions)				
0400 -191		Big Mouth Bow Nets Bownet or similar brand- must state brand	3.00	EACH		
		GIRLS SOCCER				
0500 -003		VIVIDO Match Ball NFHS WS1001401XB05	12.00	EACH		
0500 -022		Nike Academy OTC Socks Navy 15L	15.00	PAIR		
		(No Substitutions)				
0500 -031		Captain Armbands-Eurosport	6.00	EACH		
0500 -040		Pugg 6 foot pop up Nets- NO SUBS	3.00	EACH		
		(No Substitutions)				
0500 -041		Select 20 Ball Soccer Duffle Bag Heavy Duty- or equivalent- must state brand	3.00	EACH		
		EQUIPMENT				
0800 -006		Deluxe A-Frame Sidewalk Curb Sign Portable Folding Double-Sided Display with Quick-Change System, White	1.00	EACH		
		CROSS COUNTRY				
0900 -031		Foldable Wagon With Wheels	2.00	EACH		
0900 -100		UNIFORM: WOMENS TAKE OFF PERF TRACK SINGLET TOP ONLY- NO SUBS, Must match existing artwork (10 S, 5 M, 3 L, 2XL)	20.00	EACH		
		(No Substitutions)				
0900 -110		UNIFORM: MENS TAKE OFF PERF TRACK SINGLET, NO SUBS, must match existing artwork (5 S, 10 M, 3 L, 2XL)	20.00	EACH		
		(No Substitutions)				

Burrell School District
Vendor Bid Form 2026-2027
ATHLETIC SUPPLIES (07)

** Indicates Hazardous Materials*

Item #	Catalog #	Item Description	Quantity Requested	Unit	Unit Price	Extended Price
Category 07 - ATHLETIC SUPPLIES						
		ALL SPORT				
1000	–005	White Athletic Tape	25.00	BOX		
1000	–006	Disposable Pipette	250.00	EACH		
1000	–016	Cramer Foam Underwrap - Pre-wrap Blue, 2.75" x 30 yd. 48 rolls/case - or similar	2.00	CASE		
1000	–210	Gatorade Performance Package: Kit #1: G Series Performance Package. Side line essentials. NO SUBS	2.00	EACH		
		(No Substitutions)				
1000	–339	Muller Ice Bags 1500 bags/roll	1.00	EACH		
1000	–425	Flexible fabric 4 wings. 50/box	2.00	BOX		
1000	–430	Flexible fabric strip 1"x3". 100/box	2.00	BOX		
1000	–435	Flexible fabric knuckle - 100/box	2.00	BOX		
1000	–440	Flexible fingertip - 100/box	2.00	BOX		
1000	–447	Triangles Bandages, 12/Box	2.00	BOX		
1000	–460	Alcohol prep pads - 200/box	2.00	BOX		
1000	–465	Curad wound cleaner - 12 oz. can	1.00	EACH		
1000	–468	NasalCEASE - 6 per box	5.00	BOX		
1000	–469	BleedCEASE - 25 per box	2.00	BOX		
1000	–537	Stretch Out Strap XL	1.00	EA		
1000	–538	Tens Unit Replacement leads - 2 per pack	1.00	EACH		
1000	–565	Universal arm sling	2.00	EACH		
1000	–571	Intensity Twin Stim IV	1.00	EACH		
1000	–595	Cotton tip applicator - box of 500	1.00	BOX		
1000	–664	Kleenex Tissues - 6 pack	2.00	EACH		
1000	–665	Power Flex self adherent tape- Blue- 2 inch - 5.08 cm case- NO Subs	10.00	CASE		
		(No Substitutions)				
1000	–667	Battle turf tape Navy- NO SUBS	2.00	EACH		
		(No Substitutions)				
1000	–669	Battle turf tape white- NO SUBS	2.00	EACH		
		(No Substitutions)				

Grand Total: _____

82 Items for Category (ATHLETIC SUPPLIES) **Total Quantity: 1097.00**