

REQUEST FOR PROPOSAL

Kirkwood School District Band Instruments Purchase

Proposal Due Date: 10:00 a.m. CDT on Tuesday, July 21, 2026

The Kirkwood School District seeks proposals for the purchase of band instruments. The items listed are to be bid as specified. The bidder may bid for all items or for only those which are within the bidder's specialty. The District reserves the right to pick and choose the items with the best price offering from among the bidders.

Preference will be given to Bidders who have representatives in the Greater St. Louis Area to make additional adjustments, as needed, after delivery.

Quotes for brass and woodwind instruments to be drop-shipped from the manufacturer will not be accepted.

Sealed proposals will be received until 10:00 AM, CDT, on Tuesday, July 21, 2026. If you have questions, please reach out to shanon.orelup@kirkwoodschools.org.

Required Information

1. Provide warranty information, if any, for all items. If an extended warranty is available, provide this option with its cost.
2. A playtest, an inspection, and an adjustment are necessary for all instruments ensuring the instrument is fully functional upon receipt.
3. A hard case is necessary for the safe storage and travel of the instruments.

Sealed proposals will be received until 10:00 AM, CDT, on Tuesday, July 21, 2026, at which time the proposals will be publicly opened and read to verify that all proposal requirements have been met.

The opening will take place at the KSD Finance Office in Suite 260 of the J. Milton Turner Building located at 1099 Milwaukee Street, Kirkwood, Missouri 63122.

Please indicate on the outside face of the sealed envelope: "Band Instruments – 26-27".

Three (3) copies of the proposal should be submitted to:

Kirkwood School District
Attn: Scott Cook, Suite 260
1099 Milwaukee Street
Kirkwood, MO 63122

In your proposal, include the following:

- Proposal Requirement Checklist (Appendix A).
- Costs for the Instruments as listed in the chart below.

Item #	Equipment as detailed above	Quantity	Cost	Total
C01	Bari Saxophone – Yamaha YBS-480 Hardcases Freight	2 2	\$ _____ \$ _____ \$ _____	\$ _____
C02	Double Horn – Eastman EFH463 Hardcases Freight	4 4	\$ _____ \$ _____ \$ _____	\$ _____
C03	Mixer – Mackie DL32S Freight	1	\$ _____ \$ _____	\$ _____
C04	Microphones – Audio Technica AT2035 Freight	4	\$ _____ \$ _____	\$ _____
C05	Euphonium 4v (compensating) – Eastman EEP526S Hardcases Freight	4 4	\$ _____ \$ _____ \$ _____	\$ _____
C06	Double Horn – Eastman EFH684 Hardcases Freight	2 2	\$ _____ \$ _____ \$ _____	\$ _____
C07	Snare Drum – Pearl Symphonic PEA-SYP1455 Concert Snare Freight	1	\$ _____ \$ _____	\$ _____
C08	Mellophone – Yamaha YMP-204M Marching F Lacquer Hardcases Freight	7 7	\$ _____ \$ _____ \$ _____	\$ _____
C09	Marching Tenor Sax – Jupiter JTS710GNA Hardcases Freight	1 1	\$ _____ \$ _____ \$ _____	\$ _____
C10	Bass Clarinet – Yamaha YCL221II Hardcase Freight	3 3	\$ _____ \$ _____ \$ _____	\$ _____
C11	Oboe – Fox 450 (Hybrid) Hardcase Freight	1 1	\$ _____ \$ _____ \$ _____	\$ _____
C12	Drum Set – Gretsch Renown 5-piece Drum Kit, 20” kick drum, color Cherry Burst Freight	1	\$ _____ \$ _____	\$ _____
C13	Jazz Kit Cymbals – Professional Jazz Drum Set Cymbals Freight	1	\$ _____ \$ _____	\$ _____
C14	Flute – Yamaha YFL-200ADII Hardcase Freight	8 8	\$ _____ \$ _____ \$ _____	\$ _____
C15	Clarinet – Yamaha YCL-200ADII	18	\$ _____	

	Hardcase Freight	18	\$ _____ \$ _____	\$ _____
C16	Trumpet – Eastman ETR420 Hardcases Freight	8 8	\$ _____ \$ _____ \$ _____	\$ _____
C17	Trombone – Eastman ETB221 Hardcases Freight	6 6	\$ _____ \$ _____ \$ _____	\$ _____
C18	Electronic Keyboard Synth Cart – 72" x 48". Enclosed, 24" racks on each end with a tow handle to help pull and steer the cart, and two multi clamps to attach mic booms, or Wi-Fi antenna. 4 - 8" no flat casters 2 with brakes. Built for tough terrain. Freight	1	\$ _____ \$ _____	\$ _____

Warranty Information if relevant, labeled by item number:

References:

1) Name: _____ E-mail: _____

Company: _____ Contact #: _____

2) Name: _____ E-mail: _____

Company: _____ Contact #: _____

3) Name: _____ E-mail: _____

Company: _____ Contact #: _____

Proposals will be evaluated on the following criteria:

Cost of equipment

Ability to provide requested Instruments in the given timeframes

References

Format and completeness of proposal

Inclusion of a playtest and adjustment, as necessary prior to delivery

References

Format and completeness of proposal

The Kirkwood School District R-7 reserves the right to reject any or all bids and to waive any irregularities therein, and to accept the bid in whole or in part that is most advantageous to the Kirkwood School District R-7.

For information about this request for proposal, please send email to Shanon Orelup, Business Assistant, shanon.orelup@kirkwoodschools.org.

Appendix A

Proposal Requirement Checklist

Three copies of proposal enclosed _____

Proposal includes the price for specified instruments and freight _____

Date _____

Submitted by (Company) _____

Signed by _____

Print Name & Title _____

Email Address _____

Phone Number _____