



**GUILFORD COUNTY SCHOOLS
Invitation for Bids**

**Purchasing Department
501 W. Washington Street
Greensboro, NC 27401**

Direct all inquiries to:

Invitation for Bids: 6595

Velicia Moore

Bid due date: October 19, 2023

gaddyv@gcsnc.com 336-370-3240

Commodity: Audio Visual Equipment

NOTICE TO BIDDERS

Sealed bids, subject to the conditions made a part hereof, will be received by the Guilford County Schools Purchasing Dept. until **2:00 pm EST on Thursday, October 19, 2023** at gaddyv@gcsnc.com for furnishing and delivering the commodity as described herein. Bids submitted via facsimile (FAX) machine in response to this Invitation for Bid **will not** be accepted.

EXECUTION

In compliance with this Invitation for Bids (IFB), and subject to all the conditions herein, the undersigned Vendor offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein. By executing this bid, the undersigned Vendor certifies that this bid is submitted competitively and without collusion (G.S. 143-54), that none of its officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that it is not an ineligible Vendor as set forth in G.S. 143-59.1. False certification is a Class I felony. Furthermore, by executing this bid, the undersigned certifies to the best of Vendor's knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal or State department or agency. As required by G.S. 143-48.5, the undersigned Vendor certifies that it, and each of its sub-Contractors for any Contract awarded as a result of this IFB, complies with the requirements of Article 2 of Chapter 64 of the NC General Statutes, including the requirement for each employer with more than 25 employees in North Carolina to verify the work authorization of its employees through the federal E-Verify system.

Failure to execute/sign bid prior to submittal shall render bid invalid and it WILL BE REJECTED. Late bids will not be accepted.

BIDDER:		FEDERAL ID OR SOCIAL SECURITY NO.	
STREET ADDRESS:		P.O. BOX:	ZIP:
CITY & STATE & ZIP:		TELEPHONE NUMBER:	FAX NUMBER:
TYPE OR PRINT NAME & TITLE OF PERSON SIGNING:		TITLE	
AUTHORIZED SIGNATURE:	DATE:	E-MAIL:	

Offer valid for **120 days** from date of bid opening, unless otherwise stated. After this time, any withdrawal of offer shall be made in writing, effective upon receipt by the agency issuing this IFB.

1.0 PURPOSE AND BACKGROUND

Audio Visual Equipment as described. **NO SUBSTITUTIONS**

2.0 GENERAL INFORMATION

This IFB is comprised of the base bid document, any attachments, and any addenda released before contract award. All attachments and addenda released for this IFB in advance of any Contract award are incorporated herein by reference. Bids shall be submitted in accordance with the terms and conditions of this IFB and any addenda issued hereto.

TAXES

Guilford County Schools is **NOT** tax-exempt. Unless otherwise indicated, tax must be computed and added to your bid. Any itemized shipping charges are also subject to tax. When invoiced, tax should be invoiced as a separate line item.

MINORITY AND WOMEN OWNED BUSINESS ENTERPRISE (MWBE)

The Board of Education awards public contracts without regard to race, religion, color, creed, national origin, sex, age or handicapped condition as defined by North Carolina General Statutes, 168A-3. GCS Board of Education promotes full and equal access to business opportunities with Guilford County Schools. Minority businesses are encouraged to submit bids for this project. All vendors shall have a fair and reasonable opportunity to participate in GCS business opportunities.

INSURANCE

Certificate of Insurance

Each vendor shall furnish GCS a certificate of insurance showing that the required workmen's compensation and public liability insurance are carried by the Contractor. The certificate of insurance should show that it is issued to or at the request of the Guilford County Board of Education, High Point, North Carolina. All insurance carriers shall be licensed to do business in North Carolina or approved to issue insurance coverage by the Commission of Insurance of North Carolina.

The certificate of insurance shall include substantially the following provision: The insurance policies to which this certificate refers shall not be altered or canceled until after ten (10) days' written notice of such cancellation or alteration has been sent by certified mail to the Guilford County Board of Education, High Point, North Carolina.

Public Liability Insurance

The vendor shall maintain public liability insurance covering his liability for bodily injury and property damage which may arise from his operations, contractual obligations, products and completed operations, as well as operations performed by independent contractors, in not less than the following amounts:

- 1.A combined single limit (CSL) of \$1,000,000 each occurrence, or
- 2.A \$1,000,000 limit for Bodily Injury Liability, and \$1,000,000 limit for Property Damage Liability.

An occurrence form of policy will be required, and the certificate of insurance submitted by the Contractor must be personally signed by a resident licensed agent of each of the companies listed on that form.

Worker's Compensation Insurance

The Contractor shall maintain during the life of his contract all such workmen's compensation insurance as is or may be required by the laws of North Carolina.

Terms and Conditions

It shall be the vendor's responsibility to read the instructions, terms and conditions, all relevant exhibits and attachments, and any other components made a part of this IFB and comply with all requirements and specifications herein. Vendors also are responsible for obtaining and complying with all Addenda and other changes that may be issued relating to this IFB.

3.0 SPECIFIC INFORMATION

BID SUBMITTAL

Sealed bids, subject to the conditions made a part hereof and the receipt requirements described below, shall be received at gaddyv@qcsnc.com, as described herein. It is the responsibility of the bidder to have the bid in to the Guilford County Schools Purchasing Agent by the specified time and date of opening. Bids shall be marked in the subject line of the email IFB #6595

Attempts to submit a bid via facsimile (FAX) machine, or telephone in response to this Invitation for bids will **not** be accepted.

Note: The vendor must be an authorized dealer for Promethean Interactive Displays.

REFERENCES

Guilford County Schools reserves the right to require upon request a list of references from other school districts or similar service agencies for which the company has provided the services or goods solicited in this IFB. GCS may contact these users to determine quality level. Such information may be considered in the evaluation of the bid.

WARRANTY

Please provide the Manufacturer's warranty for the product bided.

TRANSPORTATION CHARGES

Free on board (FOB) to designated sites in Guilford County, NC, with all transportation charges prepaid and included in the bid price.

DELIVERY

All product to be delivered to 241 Burgess Road, Greensboro, NC 27409. **PLEASE PROVIDE LEAD TIME ON DELIVERY!**

4.0 AWARD AND BID EVALUATION

REVIEW AND AWARD

It is the intent of Guilford County Schools (GCS) to award this Invitation for Bids to the responsible bidder(s) who best matches the needs of GCS. Guilford County Schools reserves the right to reject any or all bids presented and to waive any informalities and irregularities. Award of this bid may be in whole or in part as deemed to be in the best interest of GCS. All projects are awarded contingent upon funding. No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 120 days.

EVALUATION CRITERIA

All qualified bids will be evaluated, and award will be made based on consideration of the following criteria; the lowest responsive, responsible bidder or best value analysis.

5.0 INVITATIONS FOR BID DOCUMENT

QTY	DESCRIPTION	MFG. PART #	ADDITIONAL INFO	UNIT PRICE (EA)	TOTAL PRICE
826	Promethean 9 Premium 75" Interactive Display	AP9-B75-NA-1			
20	Promethean 9 Premium 86" Interactive Display	AP9-B86-NA-1			
826	Promethean 5 Year Warranty for 75"	APM5YROSS			
20	Promethean 5 Year Warranty for 86"	APL5YROSS			
638	Promethean Stand - Non Adjustable for 75" and 86"	AP-FSM-TR			
2	Promethean Stand - Adjustable for 75"	AP-ASM-TR-70			
946	Promethean OPS-M (OS preinstalled)	OPS3-5P8R256S-WIN			
946	Laptop/keyboard Tray	AP-FSM-Tray-TR			
480	480 Promethean Training Hours	PROFDEV-PP			
216	Chief Over-the-Whiteboard Interactive Display Mount	OB1U			
946	Tripp Lite 15 foot Surge Protector (Black)	TLP615B			
946	Logitech MK540 Keyboard and Mouse Set	920-008671			
946	Logitech HD Pro Webcam C922	960-001087			
30	3M Scotch-Mount Double Sided Tape	7100205645			

10	NEC external OPS dock for standalone OPS usage	OPS-DOCK			
	TOTAL EQUIPMENT BID PRICE				
	SHIPPING CHARGES				
	INSTALLATION, ASSEMBLY, SETUP, DEBRIS REMOVAL FEE				
	SUBTOTAL				
	6.75% SALES TAX				
	TOTAL COST				

BIDS MUST BE SUBMITTED ON THIS FORM.

Note: The vendor must be an authorized dealer for Promethean Interactive Displays.