

Invitation to Bid
Public School Library Furniture Bid
March 30, 2021

The Timberlane Regional School District located in Atkinson, Danville, Plaistow and Sandown, NH will receive emailed bids for procuring Library Furniture for the Timberlane Regional School District. **All Bids must be received (email time stamped) no later than 2:00 PM, April 13th 2021.** Questions on this bid should be sent to the Timberlane High School Librarian Nancy Green at Nancy.Green@timberlane.net. The bid opening will be recorded via Zoom and a summary of the bid results will be available upon request.

Instructions:

Due to accommodations for covid-19 all bids must be emailed only to **jill.johnston@sau55.net** by 2:00pm, April 13, 2021. Please use the subject **“TRHS 2021 Library Furniture Bid”** for the email.

The bidder shall submit a statement with the bid, indicating school furniture experience (elementary and secondary) together with the names of school districts previously and/or currently served, the dates involved, and the scope of the services performed and three (3) references.

The bidder shall submit a written statement of their warranty policy, as pertains to the warranty requirements set forth in the bid specifications.

All furniture must be shipped to Timberlane Regional High School.

Proposals may be held by the Superintendent for a period not to exceed thirty (30) days from the date of the opening of the proposals for the purpose of investigating the qualifications of the bidder prior to the awarding of the contract.

The Superintendent may make investigation, as they deem necessary to determine the ability of the Bidder to perform the work. The Bidder shall furnish to the Superintendent all such information and data for this purpose as the Superintendent may request. The Superintendent reserves the right to accept or reject any and all bids or any item(s) thereof, and to waive any informalities in the bid process and to cancel in part or in its entirety the request for bid and to award the contract as the Superintendent deems to be in the best interests of the School District. The Timberlane Regional School District further reserves the right to select the bid that best meets the District's needs as determined by the Superintendent, in its sole discretion.

While price will be a substantial factor in the District's decision, the District reserves the right to select a vendor without the lowest cost proposal.

Any deviation from the conditions and specifications must be clearly expressed by each Bidder in the appropriate space on the bid forms. Unless so stated by the Bidder and accepted by the District, all conditions and specifications apply.

Any fraudulent or inaccurate statements or willful concealment of relevant information by the Bidder are grounds for rejection of that bid and for the termination of any subsequent contract there from.

Bidders may not withdraw bids for thirty (30) days after bid opening.

The successful Bidder, hereinafter referred to as the contractor, shall be prepared to enter into a written contract with the Timberlane Regional School District within Thirty (30) days of written acceptance of the bid by the District.

Please also state any warranty or advanced replacement plans you will provide.

<u>Qty.</u>	<u>Item</u>
60	Hannah Stack Chair Arm Less 29-1/2 x 18 x 18 Product HAN001
6	Hannah, Stool, Bar Height, Armless 30”HStool 41-1/2 x 18 x 16-1/2 Hann006
	Associated Freight Cost

REQUIRED - All furniture must be received by June 30, 2021. Please do NOT bid if you cannot meet this date.

**Timberlane Regional High School
Library Furniture**
Please itemize below being sure to separate
equipment costs and installation costs.

Bid Worksheet

<u>Quantity</u>	<u>Item Description</u>	<u>Unit Cost</u>	<u>Extended Cost</u>
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Total Cost: \$ _____

Submitted By: _____ Date: _____

(Signature)

(Type name)

Company

Street

City/Town

State

Zip code

Tel. Number

Fax Number

Email Address