

Invitation to Bid

HVAC UNITS

Responses to an Invitation to Bid will be received by the Purchasing Supervisor, Sumner County Board of Education, 1500 Airport Road, Gallatin, TN 37066 for HVAC UNITS until 9:00 a.m. CDT Wednesday, May 14, 2014. Bid responses will be opened at that time, taken under advisement and evaluated. Should you have any questions please call Chris Harrison, Purchasing Department at (615) 451-5255. All proposals are subject to the Board of Education's conditions and specifications which are available from Vicky Currey, Purchasing Supervisor (615) 451-6560. All bids can be viewed on line at www.sumnerschools.org.

HVAC UNITS

The Sumner County Board of Education, herein known as “School System”, is soliciting bids for the purchase of HVAC units. The bid shall be for materials only. Installation shall be completed by School System – Maintenance personnel. The bid shall include cost of delivery to the following:

Sumner County Board of Education
1500 Airport Road
Gallatin, TN 37066

The School System shall require the vendor to “stagger” the delivery dates for the units. If warehouse space is available, the School System may elect to have the ordered shipped complete.

The School System reserves the right to only purchase those items that funds are available. The School System does not guarantee the purchase of any and/or all items.

SPECIFIC INFORMATION

- **Water Source Heat Pump**
 - Extended Range
 - 480 volt; 3 phase
 - Conventional Thermostat Interface
 - Hose Kits
 - Electric & Water Connection Configurations to be determined at order placement

- **Wall Hung Heat Pump**
 - 3 ton
 - 208/230 volt; 1 phase
 - 10 kW Auxiliary Heat Bank
 - Low and High Pressure Controls
 - Single Point Power Connections
 - 5 yr. Compressor Warranty

Vendors are to include price discount for ordering multiple units. Indicate any price restrictions in the “NOTES” section on the bid sheet.

The School System reserves the right to award the bid on a line item basis to separate vendors.

Sumner County Board of Education

Purchasing Department
1500 Airport Road
Gallatin, TN 37066

COMPANY NAME _____

ADDRESS _____

TELEPHONE _____

EMAIL _____

AUTHORIZED COMPANY REPRESENTATIVE _____ *SIGNATURE*

AUTHORIZED COMPANY REPRESENTATIVE _____ *PRINTED*

DATE _____

BID TITLE HVAC UNITS

DEADLINE Wednesday, May 14, 2014 @ 9:00 a.m.

BID AMOUNT SEE ATTACHED SHEET

BID GOOD THRU _____

WATER SOURCE HEAT PUMP

Price/each

Discount Price/each

2.0 Ton

\$ _____

\$ _____

Brand _____

Model No. _____

2.5 Ton

\$ _____

\$ _____

Brand _____

Model No. _____

3.0 Ton

\$ _____

\$ _____

Brand _____

Model No. _____

4.0 Ton

\$ _____

\$ _____

Brand _____

Model No. _____

5.0 Ton

\$ _____

\$ _____

Brand _____

Model No. _____

10.0 Ton

\$ _____

\$ _____

Brand _____

Model No. _____

NOTES: _____

WALL HUNG HEAT PUMP

3.0 Ton

\$ _____

\$ _____

Brand _____

Model No. _____

NOTES: _____

NOTICE TO RESPONDENTS

Responses to an Invitation to Bid will be received by the Purchasing Supervisor in the SUPPORT SERVICE FACILITY CONFERENCE ROOM, Sumner County Board of Education, 1500 Airport Road Gallatin, TN 37066. They will be received until **9:00 A.M. Local Time WEDNESDAY, MAY 14, 2014** for **HVAC UNITS**, at which time the responses will be opened, taken under advisement and evaluated. ***BIDS WILL BE POSTED ON www.sumnerschools.org***

GENERAL REQUIREMENTS AND CONDITIONS

1. The Sumner County Board of Education reserves the right to accept or reject any and/or all responses in whole or in part, and to waive informalities therein.
2. Any responses received after the scheduled closing time for the receipt for responses will not be considered.
3. If a mistake is discovered after the responses are received, only the Sumner County Board of Education may allow the respondent to withdraw the entire response.
4. Partial payments will not be approved unless justification for such payment can be shown. Terms will be net 30 days.
5. Payment will not be made until the said **HVAC UNITS** are inspected and approved as meeting all specifications by persons appointed by the Sumner County Board of Education.
6. Responses submitted must be in a sealed envelope and marked on the outside as follows:
RESPONSE: HVAC UNITS
DEADLINE: 9:00 A.M., WEDNESDAY, MAY 14, 2014
7. Facsimile responses will not be considered.
8. If a successful bidder violates any terms of their bid, the contract, school board policy or any law they may be disqualified from bidding for a period of two years for minor violations or longer for major violations. Bids from disqualified bidders will not be accepted during the period of disqualification.
9. Prices quoted on the response (if any) are to be considered firm and binding until the said **HVAC UNITS** are in the possession of the Sumner County Board of Education.
10. No purchase or contract is authorized or valid until the issuance of a Board Purchase Order in accordance with Board Policy. No Board Employee is authorized to purchase equipment, supplies or services prior to the issuance of such a Purchase Order.
11. Any deviation from these stated terms, specifications and conditions must be coordinated with and approved in writing by the Purchasing Supervisor, Vicky Currey (615) 451-6560.
12. All bids that exceed \$25,000 must have the Company Name, License Number, Expiration Date thereof and License Classification of Contractor listed on outside of sealed envelope. As required by State of Tennessee Code Annotated 62-6-119.
13. The awarded bidder 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 State of Tennessee Code Annotated 12-4-201.
14. If the project cost in excess of \$25,000 a performance bond must be secured by the requesting party in an amount equal to the market improvement value.