

Williamsburg County School District	Invitation for Bid	Solicitation Number:	WCSD201819-11
		Date Issued:	May 31, 2019
		Procurement:	Nicole Dixon
		Food Service Director:	Nicole G. Giles
		Phone:	843-355-5571 Ext 6201
		E-Mail Address:	ngiles@wcsd.k12.sc.us

DESCRIPTION: **Contract (1-year) to purchase shoes for the food service department.**

The Term "Offer" Means Your "Bid" or "Proposal". All offers must be submitted in a sealed package. . BIDS must be submitted in sealed envelopes with the bid number clearly marked **"Bid No. WCSD201819-11"** on the outside of the envelope for easy identification by the Procurement Officer.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:	
MAILING ADDRESS: Nicole G. Giles Williamsburg County School District 500 N. Academy Street, Building A Kingtree, SC 29556	PHYSICAL ADDRESS: Nicole G. Giles Williamsburg County School District 500 N. Academy Street, Building A Kingtree, SC 29556

BIDS MUST BE RECEIVED NO LATER THAN 2:00 pm on June 13, 2019

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original & One (1) copy**

CONTRACT PERIOD: EFFECTIVE July 1, 2019 – June 30, 2020

CONFERENCE TYPE: N/A DATE & TIME: N/A	LOCATION: N/A
--	----------------------

AWARD & AMENDMENTS	Intent to award will be posted no later than June 21, 2019. The award, this solicitation and any amendments may be posted at the following web address: https://vrapp.vendorregistry.com/Bids/Manager/BidsList?MenuItem=Solicitations
--------------------	--

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.
(See "Signing Your Offer" and "Electronic Signature" provisions.)

NAME OF OFFEROR <small>(full legal name of business submitting the offer)</small>		Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.
AUTHORIZED SIGNATURE <small>(Person must be authorized to submit binding offer to contract on behalf of Offeror.)</small>		
TITLE <small>(business title of person signing above)</small>		TAXPAYER IDENTIFICATION NO. <small>(See "Taxpayer Identification Number" provision)</small>
PRINTED NAME <small>(printed name of person signing above)</small>	DATE SIGNED	STATE OF INCORPORATION <small>(If you are a corporation, identify the state of incorporation.)</small>

OFFEROR'S TYPE OF ENTITY: (Check one)		(See "Signing Your Offer" provision.)
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Other _____
<input type="checkbox"/> Corporate entity (not tax-exempt)	<input type="checkbox"/> Corporation (tax-exempt)	<input type="checkbox"/> Government entity (federal, state, or local)

PAGE TWO

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	Area Code - Number - Extension Facsimile
	E-mail Address

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
___ Payment Address same as Home Office Address ___ Payment Address same as Notice Address (check only one)	___ Order Address same as Home Office Address ___ Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	___ Calendar Days (%)
--	----------------------	----------------------	----------------------	-----------------------

--	--

--	--

End of Page Two

Specifications or Scope of Work

PURPOSE: It is the intent of these specifications to award a contract to purchase shoes.

SPECIFICATIONS:

This contract will be established for the Williamsburg County School District – Food Services Department.

The Food Service Department believe that the shoes they provide their staff should always provide a safe and comfort feet while working. While providing an image of a clean and well-organized operation with a reputation for delivering quality, professional services and an efficient and committed staff that will help build customer confidence in their services. As such, Williamsburg County School District is desirous of entering in to a service agreement with a company who will meet all performance obligations at or above the quality level specified.

The following requirements have been established for the Food Services Department to furnish and maintain new shoes for all employees. Shoes are to be furnished with required specified below.

Shoes

All new shoes shall be provided at the beginning of the contract period and there must be continuous upgrades provided during the term of the contract. All fittings will take place at the location listed below. All employees shall retain an original issued shoes for one (1) year during the 1-year contract. Actual shoe size of the employees are provided with the size of the shoes. Any additional employee(s) requiring shoe(s) during the period of this contract will also be fitted and as good as or better than shoes presently supplied at the contract price. The District reserves the right to accept or reject the shoes.

SHOE REQUIREMENT

Shoes should have a Slip- Resistant Rubber Outsole with strong Grip, Leather Upper Tennis Shoe Shock Absorbing, Design to fit Male and Female (unsexed), Oil & Water Resistant, Moisture Absorbing with a Walk on Air type insole. Vendor must bring 2 women shoes each one of each size. (Attachment A)

- (Sketchers Women’s Work Relaxed Fit-Air SR)**
- (Women’s Work Rev Air SR Revolution Work Rebel)**
- (Men’s Work Relaxed Fit Advantage SR Bronwood)**
- (Work Relaxed Fit Soft Stride Thurtes SR)**

Shoe Sizes														
MEDIUM														
WIDE														
STRAIGHT No med/wide														

ADJUSTMENT OF SERVICES

The district reserves the right to make any additions, changes, or deletions to the original contract as per current requirements within the District at any point in time. The changes must be documented and approved by the Procurement Officer. Any insignificant changes to original contract terms will not be grounds under which the District must enter the solicitation process again. The unit price from the bid schedule shall be utilized to determine the change in contract price resulting from adjustments in service.

Quote to include bid invitation sheet and Attachment A.

Deliver to:

**Nicole G. Giles
Food Services Department
Williamsburg County School District
500 N. Academy Street, Building A
Kingstree, SC 29556**

ATTACHMENT A

PRODUCTION TIME:

SHIPPING FEES: _____

TOTAL COST: _____

WOMEN SHOE SIZES

Shoe Sizes														
MEDIUM														
WIDE														
STRAIGHT No med/wide														

MEN SHOE SIZES

Shoe Sizes														
MEDIUM														
WIDE														
STRAIGHT No med/wide														

VENDOR: _____

SIGNATURE: _____ **DATE:** _____

ATTACHMENTS TO SOLICITATION –

Cut along the outer border and affix this label to your sealed bid envelope to identify it as a “Sealed Bid”. Be sure to include the name of the business submitting the offer.

<p style="text-align: center;">SEALED BID – DO NOT OPEN</p> <p style="text-align: center;">SOLICITATION NO: WCSO201819-11 WCSO FOOD SERVICES - SHOES</p> <p style="text-align: center;"></p> <p style="text-align: center;">DELIVER TO: WILLIAMSBURG COUNTY SCHOOL DISTRICT FOOD SERVICES DEPARTMENT NICOLE G. GILES 500 N ACADEMY STREET, BUILDING A KINGSTREE, SC 29556</p> <p>SUBMITTED BY: NAME OF OFFEROR (FULL LEGAL NAME OF BUSINESS SUBMITTING THE OFFER)</p>

