



Fort Mill School District
Request for Quote

Solicitation Number	20-026
Solicitation Issue Date	3/30/2021
Procurement Officer	Karen U Taylor
Phone	(803) 548-8430
E-Mail Address	taylorku@fortmillschools.org

DESCRIPTION: Bump Armor Metro Deluxe Black SKU MD13-1 Carrying Bag

The Term "Offer" Means Your "Bid" or "Proposal"

SUBMIT OFFER BY (Opening Date/Time): 4/15/2021 at 10:00 AM – EST

QUESTIONS MUST BE RECEIVED BY: 4/12/2021 at 10:00 AM - EST

See "Deadline for Submission of Offer" provision

Email questions to taylorku@fortmillschools.org

See "Questions from Offerors" provision

NUMBER OF COPIES TO BE SUBMITTED: One (1) original CONFERENCE

TYPE: N/A

Please submit your sealed offer on-line
ON-LINE AT:
<http://www.fortmillschools.org/departments/procurement/>
under "Current Bids and RFP's"

As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provision	
AWARD & AMENDMENTS	Award will be posted at the physical address stated above on or about 3/02/2021. The award will be posted at the following web address: http://www.fortmillschools.org
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 sixty (60) calendar days after the opening date.	
NAME OF OFFEROR <small>(Full legal name of business submitting the offer)</small>	OFFEROR'S TYPE OF ENTITY: <small>(Check one)</small>
AUTHORIZED SIGNATURE <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small>	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Tax exempt corporate entity <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other
TITLE <small>(Business title of person signing above)</small>	(See "Signing your Offer" provision)
PRINTED NAME <small>(Printed name of person signing above)</small>	DATE SIGNED
Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. 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>i.e.</i> , a separate corporation, partnership, sole proprietorship, etc.	
STATE OF INCORPORATION <small>(If offeror is a corporation, identify the State of Incorporation.)</small>	
TAXPAYER IDENTIFICATION NO. <small>(See "Taxpayer Identification Number" provision)</small>	

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(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
 Offeror 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 (%)
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Minority Participation:

Are you a SC Certified Minority Vendor – Yes No
 If yes, SC Certification # _____

Are you a Non SC Certified Minority Vendor - Yes No

End of PAGE TWO

Solicitation Outline

- I. Scope of Solicitation
- II. Bid Schedule
- III. Minority Participation

I. SCOPE OF WORK / SPECIFICATIONS

Objective: The Fort Mill School District is seeking competitive sealed bids for the purchase and delivery of Bump Armor Metro Deluxe Black SKU MD13-1 Carrying Bag.



The District has demo'd and tested numerous bags and the Bump Armor Metro Bag MD13-1 best meets our needs.

Therefore we will not be accepting any alternates.

All orders will be delivered to (inside warehouse delivery required, Lift gate truck) Monday-Friday 8 am - 3:30 pm Delivery times
Fort Mill School District Four – Technology, Attn: Brian Spittle

2233 Deerfield Drive Fort Mill, SC 29715

The District intends to order 2100 of these bags as soon as the contract is awarded. We need these units in hand no later than June 18, 2021. (Please let us know in your bid if this is not possible).

If this roll out goes as planned, the District wants the capability to place additional orders at the same bid price within a two year period of awarded bid (not to exceed a total of 3000 units). However the District DOES NOT commit to this quantity – subsequent orders depend middle school student enrollment counts.

Solicitation # 20-026

Quote of: _____
(Vendor/Contractor)

Please submit your sealed offer

ON-LINE AT:

<http://www.fortmillschools.org/departments/procurement/> under "Current Bids and RFP's"

Base Bid Agreement:

The undersigned, having examined all the Bidding Documents and acknowledging all addendum(s) shall

execute the entire work in the Bidding Documents described as the Base Bid for the lump sum of _____ Dollars

\$(_____), whose sum is hereafter called the Base Bid.

QTY 2100 Bump Armor Metro Deluxe Black SKU MD13-1 Carrying Bag

Unit Cost per Bag: _____

Delivery Cost of 2100 bags: _____

Omit taxes: Taxes will added on the PO.

By Signing Below, I agree to hold the above price for subsequent orders during the next 24 months.

Signature Date

X. MINORITY AND WOMAN BUSINESS ENTERPRISE POLICY AND REQUIREMENTS:

a) Statement of Policy:

It is a practice of the Fort Mill School District that discrimination against businesses on the basis of race, color, national origin, and gender is prohibited. No person shall be denied the benefit of, or otherwise discriminated against, on the grounds of race, color, national origin or gender in connection with the award and/or performance of any contract or modification of a contract between a vendor or contractor and the District which contract is paid or is to be paid for, in whole or part, with monetary appropriations of the District. Further, it is the practice of the District to encourage and promote, on an inclusionary basis, contracting opportunities for all business, without regard to race, color, national origin or gender. It is expected that all firms seeking to do business with the Lancaster County School District will comply with this policy.

b) Subcontractor Participation:

The Fort Mill School District, through its contract documents, encourages contractors to utilize minority subcontractors on their projects.

A prime contractor must identify M/WBE utilization expenditures to certified M/WBE subcontractors that perform a commercially useful function in the work of the contract. An M/WBE subcontractor is considered to perform a commercially useful function when it is responsible for the execution of a distinct element of the work of a contract for which the MBE or WBE has the skill and expertise and carries out its responsibilities by actually performing, managing and supervising the work involved.

c) Business Utilization Report:

In order to facilitate an effective monitoring system, each contractor, bidder or offeror must submit a completed and signed Utilization Report with the bid submission which lists the names, addresses and contact persons of the M/WBE and majority owned businesses, if any, to be used in the contract, the type of work each business will perform, the dollar value of the work and the scope of work. The Utilization Report submitted by the contractor shall be submitted as a part of the contract with the Fort Mill School District. If the information contained in the Contractor's Utilization Report changes by the time the contract is executed, the Contractor shall amend the Utilization Report and such amended Utilization Report shall be incorporated into the contract.

Business Enterprise Utilization Report

List all vendors/subcontractors to be used on this project. All MBE's or WBE's proposed for utilization on this project must be certified by the Small and Minority Business Assistance Office through the State of South Carolina according to the criteria of the Fort Mill School District's Minority Business Enterprise Plan.

In column 6 below, please specify ethnic/racial/gender group as follows:

- AABE – African-American Business Enterprise
- HBE – Hispanic Business Enterprise
- ABE – Asian-American Business Enterprise
- FBE – Female Business Enterprise
- MAJ – Majority Business Enterprise

Project Title	W/M Business Enterprise Name	Address	Contact Person(s)	Telephone #	Designation Code

Statement of Intent

We, the undersigned have prepared and submitted all the documents required for this project. We have prepared these documents with a full understanding of the Fort Mill School District's goal to ensure equal opportunities in the proposed work to be undertaken in performance of this project. Specifically the District seeks to encourage and promote on an inclusionary basis contracting opportunities without regard to the race, gender, national origin or ethnicity of the ownership or management of any business and that it is an equal opportunity employer and contracting entity. We certify that the representations contained in the Minority/Women Business Enterprise (M/WBE) Utilization Report, which we have submitted with this solicitation, are true and correct as of this date. We commit to undertake this contract with the Minority/Women Business utilization Report we have submitted, and to comply with all non-discrimination provisions of the Minority/Women Business Enterprise Program in the performance of this contract.

Name: _____
 Signature: _____
 Title: _____
 Date: _____