



ADVERTISEMENT DATE: **May 4, 2022**

**HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 Hickory Valley Road
Chattanooga, Tennessee 37421
(423) 498-7030**

INVITATION TO BID (ITB)

**BID 22-29, Furnish and Installation of Bogen Nyquist E7000 Series
Paging System for CSLA**

Sealed envelopes containing bids must be sent to the Purchasing Department and addressed to the Hamilton County Department of Education, 3074 Hickory Valley Road, Chattanooga, Tennessee 37421. Proposers must submit and mark an "original" bid, one "copy", and one "USB Flash Drive" in one (1) sealed envelope. Bid documents may be secured from the Procurement Department at the above address and on our website at www.hcde.org via vendor registry. Bids received shall be opened by the Purchasing Department at the time and place designated in the Solicitation and/or associated addenda. The opening for the ITB shall be open to the public. Bids must be received in the Purchasing Department prior to the designated time for opening. Bids received after the designated time of opening will be considered late and shall be considered Non-Responsive.

SOLICITATION NUMBER & TITLE	BID 22-29, Furnish and Installation of Bogen Nyquist E7000 Series Paging System for CSLA
OPENING/DUE DATE & TIME	MAY 20, 2022 11:00AM ET
LOCATION	3074 Hickory Valley Road, Chattanooga, Tennessee 37421
PROCUREMENT CONTACT	Debbie Jackson
PHONE	423-498-7030
EMAIL	doe_purchasing@hcde.org
PRE-SOLICITATION MEETING	YES
TYPE	MANDATORY
DATE & TIME	May 11, 2022, 11:00AM ET
LOCATION	Formerly "Lakeside Academy", 4850 Jersey Pike, Chattanooga, TN 37416

BIDDER NAME: _____

HAMILTON COUNTY DEPARTMENT OF EDUCATION
3074 Hickory Valley Road
Chattanooga, Tennessee 37421
(423) 498-7030

INVITATION TO BID (ITB)

**BID 22-29, Furnish and Installation of Bogen Nyquist E7000 Series
Paging System for CSLA**

Sealed bids will be received addressed to the **Attention of: Denise Ellison, Hamilton County Department of Education**, 3074 Hickory Valley Road, Chattanooga, Tennessee 37421, **until 11:00AM ET, Friday, May 20, 2022**. Any bid received after the scheduled closing time for receipt of such bid will be considered late and shall be considered Non-Responsive.

TERMS AND CONDITIONS

These terms and conditions shall be part of the Contract. HCS reserves the right to negotiate other terms and conditions it deems appropriate and necessary under the circumstances to protect the public's trust.

Note: Throughout this document the terms Proposer, Contractor, Company, Vendor, Firm or Bidder are used interchangeably and refer to any organization submitting a response to any solicitation. Additionally, the words terms, quote, bid, proposal are used interchangeably and refer to the submission in response to any solicitation. Hamilton County Schools, will be referenced as "HCS".

1. **Quality and Guarantee** - All material on which bids are submitted shall be of the quality and grade specified. Each bid must be accompanied with complete descriptions, catalog cuts, or other illustrations of each item upon which a bid is made. The names of manufacturers and stock numbers shall be clearly indicated. Approximate delivery dates are to be given for each item. Any item bid which does not completely meet stated specifications must be listed as an alternate.
2. **Requirements for Submitting Bids** – Bids made on forms other than the Bid Form will not be considered. No modifications or alterations to the bid documents may be made either by interlineation, supplements or deletions. Documents submitted with modifications of any kind will be ruled non-responsive and the vendor possibly removed or suspended from the bid vendor listing for a period of up to two (2) years. The signature of the person submitting the bid shall be in longhand without erasure.
3. **Bid amendment:** If it becomes evident that an invitation must be amended, a formal written amendment will be issued to all known Bidders. If necessary, a new due date will be established.
4. **Bid delivery:** HCS requires that all bids be submitted and time/date-stamped by the date and before the time specified in the bid documents to be considered, regardless of method of delivery. The time clock in the Procurement Department shall be the official record of the time. HCS is not responsible for any technical difficulties of any vendor in the delivery of its bid. No late bids will be accepted, opened or returned.

5. **Bid forms:** Vendors must complete bid forms contained in the bid package. Failure to fully complete the bid forms may result in rejection of the bid.
 - a. All information shall be entered in ink or typed/computer generated. Mistakes may be crossed out and corrections inserted before submission of your bid. Corrections shall be initialed in ink by the person signing the bid. Corrections and/or modifications received after the closing time specified will not be accepted.
6. **Bid preparation:** Prospective bidders are solely responsible for their own expenses in Bid preparation and subsequent negotiations with HCS, if any.
7. **Bid pricing:** Any bid, and its associated pricing, shall remain valid for at least ninety (90) days after the bid due date, unless otherwise indicated in the bid specifications. Unit price must be shown for all products or services. In case of error in extension, unit price will govern.
8. **Bid submission and transmission:** Bid must be submitted in a sealed envelope with the Bid Number/Name, the closing date and time, as well as your company name provided on the envelope. If your response envelope is enclosed in another envelope/package for delivery, the latter should also be clearly labeled with the same identifying information.
 - a. All bids are to be F.O.B. Hamilton County, TN. All responses to this invitation become the property of HCS. Bids/Bids submitted via e-mail or facsimile machine are unacceptable.
9. **Cooperation with Other Service Providers:** If HCS undertakes or awards other contracts for additional related work, the Service Provider shall fully cooperate with such other Service Providers and HCS employees, and carefully fit its own work to such additional work as may be directed by HCS. The Service Provider shall not commit or permit any act which will interfere with the performance of work by any other Service Provider or County employees.
10. **Withdrawal** - Withdrawal of an inadvertent or erroneous bid or proposal by the vendor (before or after opening) may be permitted, when the Purchasing Department determines it to be appropriate. For an unopened manually submitted bid or proposal in exclusive possession of HCS to be withdrawn, a written request for withdrawal must be submitted to the office of the HCS Purchasing Department by a duly authorized representative of the vendor. To take effect, such requests must be received prior to the time set for the opening. A successfully withdrawn submission may be replaced with another sealed bid / proposal if it is received prior to the time set for the opening. In all cases, determination of bid / proposal receipt will be solely governed by the clock-in time as determined by a clock or timepiece designated by the Purchasing Department. No other clock or timepiece will have any bearing on determining whether or not the bid / proposal has been received prior to the time set for the opening. Electronic bids / proposals are available to be withdrawn by the vendor until the specified opening. An apparent successful bidder alleging a material mistake may be allowed to withdraw their Bid at the option of HCS.
11. **Rights of Owner** - The Hamilton County Board of Education reserves the right to reject any or all bids or any part thereof, to waive technicalities and informalities, and to award a contract to other than the low bidder. The right is reserved to reduce or increase the quantity of any item; and to award contract by item number, or group of items. Price, quality, and suitability will be considered in awarding bids. Samples to be submitted by the bidder upon request.

12. **Negotiation** – Hamilton County Department of Education may select a successful Proposer on the basis of initial offers received without discussions. Therefore, each Bid shall contain the Proposer's best terms from a cost or price, experience and technical and service standpoint. Hamilton County Department of Education reserves the right to enter into negotiations with Proposers. If Hamilton County Department of Education and the selected Proposer cannot negotiate a successful agreement, Hamilton County Department of Education may terminate said negotiations and begin negotiations with the other Proposers. Hamilton County Department of Education retains the right to negotiate with multiple Proposers simultaneously. This process will continue until a Contract has been executed or all Proposers have been rejected. No Proposer shall have any rights against Hamilton County Department of Education arising from such negotiations.
13. **Clarification of Bid Document** - Should a bidder find discrepancies in or omissions from the bid document or should he be in doubt as to its meaning, he shall at once request clarification of the Owner.
14. **Awarding of Contracts** - Award will be made to the most responsive, responsible bidder(s) meeting specifications, who presents the product of service that is in the best interest of HCS. HCS reserves the right: (1) to award bids received on the basis of individual items, or groups of items, or on the entire list of items; (2) to reject any or all bids, or any part thereof; (3) to waive any informality in the bids; and (4) to accept the bid that is considered lowest and best.
15. **Tax Exemption** - Sales and excise taxes do not apply to the equipment purchased by a board of education. These taxes should not be included when submitting bid prices on the attached Bid Form. The necessary exemption certificate properly executed is to be provided by the successful bidder for signature by a representative of the Owner.
16. **Meeting Specifications** - By my written signature on this bid, I (we) agree and certify that all items included in the bid meet or exceed any and all specifications covering such items. I (we) further agree, if awarded a contract, to deliver merchandise which meets or exceeds the specifications. Failure to comply with this section will result in removal of your firm from our list of bidders for at least six (6) months. This penalty does not preclude action to enforce specific performance.
17. **Declaration/Statement by Bidder** - The respondent hereby states that he, his company, or any of its employees, agents, officers or proposed sub-contractors have not violated or participated in a violation of, been convicted, or pled "nolo contendere" to any act involving an unlawful restraint of trade such as, but not limited to violations of the Sherman Act (15 U.S.C. § 1-2), the Racketeer Influenced and Corrupt Organizations Act (18 U.S.C. 1961-1968), the Hobbs Act (18 U.S.C. §1961), the mail or wire fraud statutes (18 U.S.C. §1341,1343), the false statements statute (18 U.S.C. §1001), the Tennessee Anti-Trust Act (T.C.A. § 47-25-101) or similar state or federal law. Respondent further states that he, his company or any of its officers, agents, or employees have not been debarred by any governmental agency (Federal, state, or local).
 - a. In submitting this bid, you are certifying that you are aware of the requirements imposed by T.C.A. §49-5-413(d) to conduct criminal background checks through the Tennessee Bureau of Investigation and the Federal Bureau of Investigation on yourself and any of your employees who may come in direct contact with students or who may come on or about school property anytime students are present. You are further certifying that at no time will you ever permit any individual who has committed a sexual offense or who is a registered sex offender to come in direct contact with children or to come on or about school property while students are present.

18. **Drug-Free Workplace Program**- Note: Required for construction services, encouraged for others. Law prohibits state or local governments from contracting for construction services with any private entity having five or more employees who has not furnished a written affidavit by its principal officer at the time of the bid or contract stating that the contractor is in compliance with the provisions of this act. Other organizations are encouraged to ensure that their workplace is Drug-Free
19. **Title VI of the Civil Rights Act of 1964** - No person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.
20. **Title IX of the Education Amendments of 1972** - Prohibits discrimination based on gender in all programs or activities that receive Federal financial assistance. Title IX also includes same gender harassment as well as student-to-student harassment.
21. **Bid Acceptance**- Bidders shall hold their price and/or discount firm and subject to acceptance by HCS for a period of ninety (90) days from the date of the bid opening, unless otherwise indicated in their bid.
22. **Qualifications of Bidders**- A bidder may be required, before the award, to show to the complete satisfaction of HCS that it has the necessary facilities, ability, insurance, and financial resources to provide the service or goods specified.
23. **Restrictive or Ambiguous Specifications**- It is the responsibility of the prospective bidder to review the entire invitation to bid (ITB) or Invitation to Bid (Bid) packet and to notify the Procurement Department if the specifications are formulated in a manner that would unnecessarily restrict competition. Any such protest or question regarding the specifications of bidding procedures must be received in the Procurement Department *not less than seventy-two hours* prior to the time set for bid opening. These requirements also apply to specifications that are perceived to be ambiguous.
24. **Samples**: Samples of articles, when required, shall be furnished free of cost of any sort to HCS and may be retained for future comparison. Samples which are not destroyed by testing or which are not retained for future comparison will be returned upon request *at bidder expense*.
25. **TN Department Of Revenue Requirements**: Before the Contract resulting from this solicitation is signed, the apparent successful Proposer must be registered with the Department of Revenue for the collection of Tennessee sales and use tax. HCS shall not approve a contract unless the Proposer provides proof of such registration. The foregoing is a mandatory requirement of an award of a contract pursuant to this solicitation.
26. **No Contact Policy**- After the date and time established for receipt of bids by the HCS Procurement Department, any contact initiated by any bidder with any HCS representative, other than the Procurement Division representative listed herein, concerning this solicitation is prohibited. Any such unauthorized contact may cause the disqualification of the bidder from this procurement transaction.
27. **Pricing**: Vendors are to quote a firm fixed price or discount for the term of the contract; inclusive of any renewals. Upon notice of request for renewal, or in the event of significant industry wide market changes, the Vendor may request a price increase. Proof of price increase must be supplied to the HCS Procurement Department. HCS reserves the right to accept or reject the requested price increase. If the price increase is rejected, the vendor may:

•

- Continue with existing prices;
 - Submit a revised request for price increase;
- Or
- not accept the renewal offer.

- a. If a price increase is approved by HCS, the approval notification will be done in writing and the vendor will be notified of the new price schedule. This documentation will become part of the bid file. No approvals will be authorized verbally.
- b. All orders are to be quoted F.O.B. destination.

28. **Quantities-** HCS does not guarantee any quantities of items to be purchased. We will buy these items on an as-needed basis.
29. **TN Cooperative Purchasing:** also known as piggybacking, HCDE reserves the right to extend the terms, conditions and prices of this contract to other institutions (such as State, Local and/or Public Agencies) who express an interest in participating in any contract that results from bids and/or bids. Each of the piggyback institutions will issue their own purchasing documents for purchasing of the goods. Bidder agrees that HCDE shall bear no responsibility or liability for any agreements between Bidder and the other Institution(s) who desire to exercise this option
30. **Acceptance:** all terms and conditions in this contract are deemed to be accepted by the vendor and incorporated in the bid, except the provision(s) which are expressly excluded by the specifications.
31. **Additional Information:** vendors are cautioned that any statement made by any individual or employee of HCS that materially changes any portion of the bid document, either before or after the issuance of the bid documents, shall not be relied upon unless subsequently ratified by a formal written amendment to the bid document.
32. **Alteration or amendments:** no alterations, amendment, changes, modifications or additions to any contract resulting from this bid shall be binding on HCS without the prior written approval of HCS.
33. **Assignment:** contractors shall not assign or sub-contract this agreement, its obligations or rights hereunder to any party, company, partnership, incorporation or person without the prior written consent of HCS.
34. **Brand names:** brand names and numbers, when used, are for reference to indicate the character or quality desired. Equal items will be considered, provided they are clearly identified by manufacturer, part number, diagrams, brochures and other related material, unless stated otherwise in the bid specifications. When brand, number, or level of quality is not stated by the bidder, it is understood the offer is exactly as specified.
35. **Code Of Ethics:** all suppliers are expected to adhere to business ethics and professional behaviors as outlined in these documents.
36. **Compliance With All Laws:** companies submitting bids must agree to observe and comply with all federal, state, and local laws, statutes, ordinances, and regulations, including but not limited to title vi of the federal civil rights act of 1964, the equal employment opportunity act and the regulations issued there under by the federal government, the Americans with disabilities act of 1990 and the regulations issued there under by the federal government, in any manner affecting the provision of goods and/or services, and all instructions, prohibitive orders issued, and shall obtain all necessary permits.

37. **Declarative Statement:** any statement or word (e.g., must, shall, will) are declarative statements and the vendor must comply with the conditions. Failure to comply with any such statement may result in their bid being deemed non-responsive and disqualified.
38. **Default:** in case of default by the vendor, HCS may procure the articles or services from other sources and may deduct from any monies due, or that may thereafter become due to the vendor, the difference between the price named in the contract or purchase order and actual cost thereof to HCS. Prices paid by HCS shall be considered the prevailing market price at the time such purchase is made. Periods of performance may be extended if the facts as to the cause of delay justify such extension in the opinion of the procurement director.
39. **Deliveries:** must be accompanied by delivery tickets or packing slips. These shall contain the following information for each item delivered: purchase order number; item number; name of article; quantity; and supplier.
40. **Delivery Of Goods And Services** - it is understood and agreed that this bid shall constitute an offer which, when approved by the school board and accepted in writing by the purchasing department, will constitute a valid and binding contract between the undersigned and the Hamilton County Department of Education. Failure to supply needed material and/or services will result in removal of your firm from our list of bidders for at least six (6) months.
41. **Delivery Requirements:** time of delivery shall be stated as the number of calendar days following receipt of the order by the vendor to receipt of the goods or services by HCS. *Note: time of delivery may be a consideration in the award.*
42. **Discounts For Prompt Payment:** vendors may include an option for cash discounts off of their quoted price, with terms of payment to be a minimum of net 15. If a discount for prompt payment is offered by the bidder, it must be shown in the bidder's response; however, discounts for prompt payment will not be considered in the evaluation of bids or bids. If earned, HCS will take all discounts offered for prompt payment, provided correct and proper invoices, prepared in accordance with the terms of the purchase order or contract, are processed and payment is issued or post-marked to the Successful Bidder within the Stipulated Time Frame.
43. **Drug-Free Workplace Program for Construction Services:** law prohibits state or local governments from contracting for construction services with any private entity having five or more employees who has not furnished a written affidavit by its principal officer at the time of the bid or contract stating that the contractor is in compliance with the provisions of this act. Companies, other than construction services, are also encouraged to have and maintain drug-free workplace policies.
44. **Grant Funded Purchases:** for purchases that are grant funded, the grant agreement may contain/require special terms and conditions. If there is a conflict between the terms and conditions of the grant agreement and the general terms and conditions of the bid or bid, the grant agreement terms and conditions shall prevail.
45. **Indemnifications/Hold Harmless:** contractor shall indemnify, defend, save and hold harmless HCDE, the school board, administration, and their agents and employees from any and all suits, claims, actions or damages of any nature brought because of, arising out of, or related to the contractor's performance under the terms of this contract, including the work of any sub-contractor, and without regard to any allegations of fault.

46. **Insurance Requirements:** The Vendor shall maintain the following minimum insurance requirements throughout the duration of the Agreement. HCS reserves the right to request additional documentation or additional policies be provided at its sole discretion and where deemed in its best interest. HCS in no way represents that the insurance required is sufficient or adequate to protect the Vendor’s interest or liabilities.

Vendor shall provide Worker’s Compensation Insurance as required by applicable laws of the State of Tennessee and shall provide liability insurances as required. All insurance must be occurrence based. Vendor shall add Hamilton County Department of Education as additional named insured by policy endorsement and provide a certificate of insurance evidencing such coverage and endorsement number (#) for each additional named insured. Complete copies of insurance policies must be provided, if requested. A failure to provide said documentation will be considered a contract breach and grounds for termination of contract or pending award recommendation.

Insurance Required	
Coverage	Amount
Workers Compensation	Statutory Limits of Tennessee
Employers Liability	\$1,000,000 per occurrence
Commercial General Liability	\$1,000,000 each occurrence; \$3,000,000 aggregate
Errors & Omissions	\$1,000,000 each occurrence
Auto (Truck) Liability	\$1,000,000 each occurrence + uninsured motorist Commercial Carriers: \$5,000,000 each occurrence + uninsured motorist

47. **Invoices:** will be returned for correction unless they contain the following information: purchase order number; item numbers; description of item; quantity; unit price; extensions; and total.

48. **New equipment:** the vendor shall guarantee that the units submitted for this bid shall be new, and the latest and most improved model of current production, and shall be first quality as to workmanship and materials used in said units. All modifications shall be made at the factory. Demonstrators shall not be acceptable. *Note: when the bid is for services, this item does not apply.*

49. **Non-Collusion:** vendors, by submitting a signed bid, certify that the accompanying bid is not the result of, or affected by, any unlawful act of collusion with any other person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Tennessee or federal law.

50. **Non-Conflict Statement:** vendors, by submitting a signed bid, agree that it has no public or private interest and shall not acquire directly or indirectly any interest that would conflict in any manner with the provision of its goods or performance of its services. Supplier warrants that no part of the total contract amount provided herein shall be paid directly or indirectly to any officer or employee of HCS as wages, compensation, or gifts in exchange for acting as officer, agent, employee, subcontractor or consultant to the contractor in connections with any goods provided or work contemplated or performed relative to the agreement.

51. **Non-Discrimination Statement:** supplier must agree that no person on the grounds of age, color, disability, gender, genetic information, national origin, political affiliation, race, religion, sexual orientation, or veteran’s status shall be excluded from participation in, or be denied benefits of, or be otherwise subjected to discrimination in the performance of this agreement, or in the employment practices of vendor. Supplier shall upon request show proof of such non-discrimination and shall post in conspicuous places available to all employees and applicants notices of non-discrimination.

Suppliers covenants that it complies with the fair wage and hour laws, the national labor relations act, and other federal and state employment laws as applicable. Supplier covenants that it does not engage in any illegal employment practices.

52. **Payment Method**- HCS utilizes two (2) methods of placing orders for products. The first is the use of Purchase Orders. These Purchase Orders will be issued from HCS Procurement Division via the method selected by the vendor during registration. The Purchase Order will detail the quantity, specific items(s) and the contracted price for each item.
- a. The second method is the use of the HCS Credit Card (MASTERCARD). Orders placed with the credit card will list the same information as the Purchase Order. Vendors will be given the card information and approval to process the transactions by the requesting department. Vendors must indicate in their bid response if the vendor will accept the HCS Credit Card (MASTERCARD) as a form of payment. Bidders are prohibited to charge HCS any type of merchant fee from their financial institution to accept this type of payment.
53. **Payment Terms**: HCS payment terms are Net 30 after receipt/inspection of merchandise and receipt of invoice unless otherwise stated in the contract documents.
54. **Public Access to Procurement Information**: Subject to the requirements of the TN Open Records Act, information relating to the award of a particular contract shall be open to the public only after evaluation of that bid or bid has been completed. All public records pertaining to procurement shall be open for inspection during normal business hours as scheduled in advance with the Procurement Department.
55. **Protest of Award**: Any vendor who has submitted a timely bid or bid in response to a solicitation may protest the recommendation of award for a contract by submitting such protest to HCS's Director of Procurement. Any protest must be submitted in writing and be in the possession of the Procurement Department before noon (ET) of the 2nd working day following the public recommendation of contract award.

FAILURE OF A VENDOR TO FOLLOW THE PROTEST REQUIREMENTS WITHIN THE TIME FRAMES PRESCRIBED IN THIS SECTION CONSTITUTES A WAIVER OF THE PROTEST AND ANY RESULTING CLAIMS.

56. **Right to Audit**: During all phases of the work and services to be provided hereunder the Provider agrees to permit duly authorized agents and employees of HCS to enter the Provider's offices for the purpose of inspections, reviews and audits during normal working hours. Reviews may also be accomplished at meetings that are arranged at mutually agreeable times and places. The Provider will maintain all books, documents, papers, accounting records, and other evidence pertaining to the fee paid/charged under this Contract and make such materials available at their offices at all reasonable times during the period of this Contract and for seven (7) years from the date of payment under this Contract for inspection by HCS or by any other governmental entity or agency participating in the funding of this Contract, or any authorized agents thereof; copies of said records to be furnished if requested.
57. **Safety Data Sheets**: After award, the successful bidder(s) will be required to provide HCS with a master set of Safety Data Sheets for any applicable products.
58. **Severability**: If any provisions of these Rules or any application thereof to any person or under any circumstance is held to be invalid, such invalidity shall not affect the provisions or applications of these

rules which can be given effect without the invalid provision or application, and to this end the provisions of these Rules are declared to be severable.

59. **Taxes:** HCS is a tax-exempt organization. Sales, use or federal excise taxes should not be included in your bid.
60. **Termination for Cause:** In the event of any breach of contract by the successful service provider(s), HCS may serve written notice to the service provider of its default, setting forth with specificity the nature of the default. If the defaulting party fails to cure its default within thirty (30) days after receipt of the notice of default, then HCS shall have the right to terminate the contract upon thirty (30) days written notice and pursue all other remedies available to HCS, either at law or in equity.
61. **Termination for Convenience:** Contract may be terminated for convenience by either party by giving written notice to the other, at least sixty (60) days before the effective date of termination unless otherwise specified in the solicitation and/or contract documents. Said termination shall not be deemed a Breach of Contract.
62. **Termination Due To Non-Appropriation:** HCS shall not be obligated for the Contractor's performance hereunder or by any provision of this Contract during any of HCS's future fiscal years unless and until HCS appropriates funds for this Contract in HCS's Budget for each such future fiscal year.
63. **Terms and Conditions:** In the event of a conflict between the specifications and these terms and conditions, the specifications will govern.
64. **Warranties:** Vendor warrants to HCS that all items delivered and all services rendered shall conform to the specifications, drawings, bid and/or other descriptions furnished and/or incorporated by reference, and will be fit for the particular purpose purchased, of merchantable quality, good workmanship, and free from defects. Vendor extends to HCS all warranties allowed under the U.C.C. Vendor shall provide copies of warranties to the HCS. Return of merchandise not meeting warranties shall be at Vendors expense.
65. **Waiving of Informalities:** HCS reserves the right to waive minor informalities or technicalities when it is in the best interest of HCS.
66. **Governing Law/Jurisdiction:** **The Agreement shall be governed by the laws of the State of Tennessee. Any action brought in law or in equity to enforce any provision of the entire Agreement shall be filed in the appropriate state court in Hamilton County, Tennessee. In any action to enforce this Agreement, the prevailing party shall be entitled to recover its costs and expenses, including reasonable attorney's fees. By submission of a proposal and acceptance of a Purchase Order or Contract, Vendor hereby agrees to adhere to Governing Law/Jurisdiction requirements as described herein.**

HCS DOES NOT DISCRIMINATE ON THE BASIS OF AGE, COLOR, DISABILITY, GENDER, GENETIC INFORMATION, NATIONAL ORIGIN, POLITICAL AFFILIATION, RACE, RELIGION, SEXUAL ORIENTATION, OR VETERAN'S STATUS IN THE EVALUATION AND AWARD OF BIDS.

SPECIAL CONDITIONS

1.0 MANDATORY PRE-BID

- 1.1 A mandatory pre-bid conference will be held at date, time, and location as indicated on the cover page of this document.
- 1.2 Failure to attend the mandatory pre-bid will result in the bid of any non-represented Vendor to be considered Non-Responsive and therefore ineligible for award.
- 1.3 Each Vendor may have no more than two representatives attend the pre-bid site visit. **HARD HAT AND STEEL TOE BOOTS ARE REQUIRED. VENDORS WHO ARE TURNED AWAY FOR FAILURE TO DRESS ACCORDINLY SHALL NOT BE CONSIDERED AS PRESENT AT THE PRE-BID FOR ATTENDANCE PURPOSES.**
- 1.4 No Vendor interested in this solicitation shall visit the school outside of the listed pre-bid date and time.

2.0 BASIS OF AWARD

- 2.1 The basis of award shall be determined by the lowest *Project Total* of the most responsive, responsible, and qualified Vendor meeting all bid specifications. HCS unconditionally reserves the right to award to the Vendor whose prices, in its sole judgement, are the most realistic in terms of provision of the best service.

3.0 CONTRACT PERIOD

- 3.1 The new Chattanooga School for the Liberal Arts (CSLA) building is currently under construction and the paging installation shall be performed in phases to coincide with the overall construction schedule.
- 3.2 The project is expected to be completed in two (2) phases. All work under phase 1 shall be completed by August 12, 2022 and full project completion with all work under phase 2 complete by September 30, 2022. Phasing and final completion timeframes shall be coordinated with the Vendor and the HCS authorized representative. Any adjustments to the aforementioned Contract Period shall be clearly communicated with the responsible parties and approved for adjustment.

4.0 BRAND / BRAND NAME NOTICE:

- 4.1 Due to standardization, maintenance, and inventory requirements of HCS, where brand names or manufacturers have been listed within the specifications the Vendor shall provide for the brand name product as listed. No alternates or substitutions will be approved for use unless other expressly stated.
 - 4.1.1 Where a Vendor utilizes an unauthorized manufacturer or brand name product, such shall be remedied by the Vendor to meet the written specifications contained herein at no additional costs to HCS.

5.0 MINIMUM QUALIFICATIONS

- 5.1 The Vendor must meet the minimum qualifications as described within Form 9 to qualify for consideration of award. HCS reserves the right, in their sole judgment, to determine to its satisfaction whether the Vendor has met the minimum qualification requirements as specified herein. The determination shall be based upon the examination of the Minimum Qualification Requirements form and associated supportive documentation (if any requested).

6.0 BOND

6.1 For any construction Project Total that is equal to or exceeds \$100,000.00, Vendor shall provide a Performance & Payment Bond meeting the HCS requirements for 100% of the Project Total from a surety company authorized to do business in the state of Tennessee or other form satisfactory to HCS. Fees/costs associated with procuring any bonding shall be at the sole expense of the Vendor and such shall be covered by the Project Total provided by Vendor for the associated Project.

7.0 LICENSURE

7.1 The Vendor shall ensure that the Vendor is properly licensed and/or certified where required by State, local, or another regulatory agency where such may be applicable.

7.2 Some submissions may require the Vendor to provide the company name, Tennessee Contractor's license number, expiration date, license classification and company address on the outside of the sealed bid envelope in accordance with TCA 62-6-119. Where this is applicable and/or requested within the project documents the Vendor is solely responsible for compliance with this request.

SCOPE OF SERVICES**BID 22-29, Furnish and Installation of Bogen Nyquist E7000 Series Paging System for CSLA****1.0 SUMMARY OF SCOPE**

- 1.1 Hamilton County Schools (HCS) seeks to contract with a qualified, experienced, and professional Vendor to provide the installation, termination, testing, and certification of a Bogen Nyquist Paging System at the new Chattanooga School for the Liberal Arts (CSLA) building.
- 1.2 This project will provide a paging system for the new CSLA School located at 4850 Jersey Pike, Chattanooga TN 37416

2.0 DETAILED SCOPE OF SERVICES & CONTRACT PROVISIONS

- 2.1 Hamilton County Schools (HCS) seeks to contract with a qualified, experienced, and professional Vendor to the installation, termination, testing, and certification of a Bogen Nyquist Paging System at the new (CSLA) building.
- 2.2 All work must be performed in accordance with prevailing codes, ordinances and regulations and meet or exceed guidelines sponsored or endorsed by the National Electrical Code (NEC) and reflect standards presented in EIA/TIA 569A Commercial Building Telecommunications Cabling Standards.
- 2.3 This project includes the installation of Belden 25/22 gauge speaker wire or equal in the entire building. All cable shall be terminated at the speaker and communications closet end on the Bogen Nyquist analog station bridge or speaker barrier terminal blocks. All speaker wire must be labeled accordingly. Approximately 79 homerun speaker cables and 11 runs in series speaker cables will be installed as a part of this project. A layout of exact cable locations and speaker type will be provided to the Vendor upon award.
- 2.4 All work must be performed in compliance with EIA/TIA 569A standards and NEC building codes. Certification of cable installation must be provided upon completion of the project.
- 2.5 The Vendor shall provide all cable, speakers, Bogen, Paging modules, Bogen Nyquist 24 port Analog Station bridges, wire caps, speaker barrier terminal blocks, etc. to be used on this project. The Vendor shall be responsible for providing miscellaneous items such as J hooks, cable wraps, etc. used during the installation of all types of cable.
- 2.6 Materials required for the project will not be provided to the Vendor by Hamilton County Schools. Responsibility for ordering, warehousing, and receiving the materials on a timely basis is the sole responsibility of the Vendor.
- 2.7 Hamilton County Schools has selected Belden cable to be used on this project. Better or equal maybe substituted with written approval from the HCS Telecommunications Administrator. The Vendor and all technicians performing the installation must be trained and certified, or scheduled to be trained and certified, by a manufacturer prior to award of contract. HCS reserves the right to request documentation proof of current certification(s). All technicians assigned to work on this project must be full-time employees of the Vendor.
- 2.8 Prior to commencing any work, the Vendor must submit the name and qualifications of the person that will manage and oversee this project (Project Manager). This person must be on-site on a regular basis, in attendance at all general contractor job-site meetings and available to respond to technical questions, scheduling changes or conflicts, or requests for information

from the Hamilton County Telecommunications Administrator in a professional, expedient manner. The project manager will be responsible for submitting verbal and/or written requests for information or changes, coordination of work schedules and provisioning of adequate resources to successfully complete each phase of the project, and coordinating installation issues with the County or related subcontractors.

- 2.9 Prior to commencing any work, the Vendor must submit the name and qualifications of the person that will supervise the daily performance of all work covered under this communications cabling project. The supervisor shall attend the project site each day that work is in progress under the terms of this contract and is responsible for ensuring that all work is performed in compliance with the specifications and drawings. The supervisor should have enough manpower working each day so that they can supervise all aspects of the installation.
- 2.10 The Vendor must use only skilled, experienced and reliable installers/technicians in the implementation of the structured cabling system and shall discontinue the services of anyone employed on this project upon written request of the Hamilton County Schools IT Office.
- 2.11 Prior to commencing any work, the Vendor must provide names and phone numbers, including cell phone numbers, for the appropriate personnel to contact for problem resolution. If necessary, after hours contact should be available.
- 2.12 The Vendor must agree to weekly progress meetings with the HCS Telecommunications Administrator, as necessary, to review the progress of the job. Failure to maintain the agreed upon schedule may be reason to terminate the contract.

3.0 CONSTRUCTION SECTION REFERENCES

3.1 SECTION 01020 - ALLOWANCES

PART 1 – GENERAL

1.1 SUMMARY

- A. This Section specifies administration and procedural requirements governing handling and processing allowances. Allowances shall be used for any revisions, contingencies, etc. Use of allowances shall be authorized in writing by the Engineer and approved by the Owner.

PART 2 – PRODUCTS (Not applicable)

PART 3 – EXECUTION

3.1 SCHEDULE OF ALLOWANCES

- A. Include in the lump sum bid price for the project an allowance of \$8,000.00 for the Owner’s (HCS) use as a construction contingency.
- B. The allowance shall be used only as directed for the Owner’s purposes and only by construction Change Order’s that designate amounts to be charged to this allowance.
- C. In the event all or part of this allowance is not directed to be utilized by the Owner, then that amount shall be credited to the Owner by Change Order.

END OF SECTION 01020

3.2 SECTION 01025 MEASUREMENT AND PAYMENT

PART 1 - GENERAL

1.01 SCOPE

- A. This section describes the methods by which measurement will be made of the quantities for which payment will be made for the project.
- B. It is the intention of this Specification that payment will be made for those items listed in the Bid Form only. All items of work not specifically listed in the Bid Form shall be considered incidental to the construction, and the cost of all such work and material shall be included in the prices bid for the various items listed.

2.01 PAYMENT SCHEDULE

- A. Payment will be made to Vendor/Contractor at the completion of each phase of the cabling project. The project will be considered as complete after all cable has been installed, terminated, labeled, tested and certified. Written certification of cable tests, marked drawings, and cable records must be presented to the HCS Telecommunications Administrator. A final inspection will be conducted by the HCS Telecommunications Administrator the job will be accepted, and payment will be made to the Vendor/Contractor.

END OF SECTION 01025

4.0 CABLING SPECIFICATIONS

- 4.1. Unless stated otherwise, this entire project will adopt the EIA/TIA 569A Commercial Building Telecommunications Cabling Standards as the minimum specifications for the installation of this Structured Cabling System. The Vendor is expected to be familiar with these Standards and to guarantee the implementation of these Standards in every area of this project.
- 4.2. **Exposed cables or splices in cables are strictly prohibited in this project.**
- 4.3. Cable Routing and Support
 - 4.3.1. An overhead cable tray has been provided by the electrical sub-contractor to be used for routing and support of all communications cables in corridors between telecommunications closets and work area outlets. Cable trays are designed to support cables only; cables must be pulled outside the tray and then placed in the tray for support.
 - 4.3.2. Conduit sleeves or EZ-Paths are provided by the electrical sub-contractor for access in and out of classrooms, telecommunications closets or any other locations where fire rated walls need to be penetrated.
 - 4.3.3. All overhead cable must be supported in accordance with EIA/TIA 569A standards between WAO locations and conduit or cable tray and/or telecommunications closets. Vendor shall provide acceptable support devices.
 - 4.3.4. A minimum spacing of 6" must be maintained between cables and sources of EMI such as fluorescent lights.
 - 4.3.5. Extra attention shall be paid to maintain EIA/TIA acceptable pulling tension and bend radius on all cables. Failure to comply with this standard may require cables to be replaced.

- 4.3.6. Communications and data cabling shall be installed and terminated by others under a separate contract with Hamilton County Schools. The Vendor must work with the cabling contractor to coordinate installations.
- 4.4. Telecommunications Closets/Cabinets
- 4.4.1. Telecommunication closets have conduit sleeves or cable tray penetrating walls for access into closets.
 - 4.4.2. Horizontal and vertical cable management is installed to hold cable in place to termination point.
 - 4.4.3. Exact layout of all telecommunications closets/cabinets will be discussed and agreed upon between the Vendor and the HCS Telecommunications Administrator. Electrical outlets have been provided around the closet to provide the necessary power for all equipment.
 - 4.4.4. Speaker cables shall terminate on Bogen Nyquist Analog station bridge or speaker barrier terminal block in the appropriate telecommunications closet.
 - 4.4.5. Bogen Nyquist 24 port Analog Station bridges should be located in floor or wall mounted racks, depending upon size of closet and number of work area outlets being served.\
 - 4.4.6. Exact placement of Amps, Analog station bridge, Speakers and speaker terminal barriers will be coordinated between the Vendor and the HCS IT Office to allow for adequate space required for hubs, switches, etc.
- 4.5. Grounding and Bonding System
- 4.5.1. Vendor shall install a proper grounding and bonding system which shall be integrated with, and in addition to, the existing electrical grounding system within the building.
 - 4.5.2. The telecommunications grounding system shall be in accordance with EIA/TIA-607 "Commercial Building Grounding and Bonding Requirements for Telecommunications".
 - 4.5.3. As a minimum, a main grounding bus bar shall be located in the Telecom Closet indicated as the Main Distribution Frame (MDF). A grounding bus bar will be required in each Telecom Closet indicated as Intermediate Distribution Frames (IDF).
 - 4.5.4. Each rack, tray, etc. in each Telecom Closet must be properly grounded, as required, to the grounding bus bar.
 - 4.5.5. Vendor shall be responsible for coordinating with Hamilton County all work necessary to insure all grounding and bonding requirements have been met in regard to the telecommunications cabling infrastructure.
- 4.6. Distribution Cable
- 4.6.1. Speaker wire backbone cable, installed between telecommunications closets, will be Belden 2 conductor 25/22 or greater.
- 4.7. Fire Stopping
- 4.7.1. The Vendor is responsible for sealing all penetrations through fire rated walls and

floors created by or made on the behalf of the Vendor in order to route telecommunications cabling, including intercom and speaker cabling installed by others. Coordination with communications cabling contractor will be required.

4.7.2. The fire rating of the penetration seal shall be at least that of the floor or wall into which it is installed as required by the National Electric Code.

4.7.3. Hamilton County Schools **will not provide sealant or fire stopping material.**

4.7.4. Removable fire-stopping pillows will be used in large openings, such as cable trays that may penetrate a wall. Vendor shall be responsible for following proper installation procedures per manufacturer's specifications.

4.8. Speakers

4.8.1. Speaker type and location will be provided with a detailed print. Speakers shall consist of Bogen 25/70v 2x2 drop ins, Bogen A6 outdoor speakers and Bogen SPT15A 25/70v indoor/outdoor horns. All classroom 2x2 drop ins will tap on ½ watt 25 volt. Common area drop ins will tap on ½ watt 70volt. Bogen A6 will tap 8-watt 70v and Horns will tap 7.5-watt 70v. All classroom speakers will be an individually home run wire. All common speakers shall be wired in series with a single feed back to their designated IDF/MDF closet and terminate on a speaker terminal barrier block. The outdoor speakers will wire back to their designated IDF/MDF and terminate on a speaker terminal barrier block. The gym horns and common area speakers will be wired in series and will wire back to the IDF and terminate on a speaker terminal barrier block. The cafeteria will be the same as the Gym area and will terminate on an individual designated port off of the Bogen amp. Common area drop ins will share a Channel/port off of the amp in each IDF. The outdoor speakers will terminate on a speaker terminal barrier block with a feed back to the Bogen in the IDF.

4.8.2. Cabling to speakers will maintain same standard as data cabling such as using wire tray, fire wall sleeves and service loop.

4.9. Labeling

4.9.1. All labeling must conform to EIA/TIA 606 standards. At a minimum, all cable runs must be labeled at both ends. An end is any point where the wiring is terminated on a cross-connect field, a patch panel or with a jack connection. Specific labeling methods must be approved by Hamilton County Schools prior to use on this project. Labels must be typed or computer generated. Handwritten labels will not be acceptable.

4.9.2. At a minimum, WAO must identify the IC/TC room serving the WAO and a three-digit unique identifier. Example: 2-001 would indicate that the cable was served by IDF 2, terminated on the first port of the first patch panel.

4.9.3. All speaker cables will be labeled by the intercom contractor.

4.9.4. In all cases, cables shall be labeled with the same cable designation at both ends.

4.9.5. All speaker cables must be terminated in the correct numerical sequence on the appropriate Analog Station adapter in the telecom closet.

4.10. Cable Documentation

- 4.10.1. Vendor must provide a detailed as-built drawing and cable plant schematic depicted on floor plans provided by the County.
- 4.10.2. Cable records can be electronic, and must identify, as a minimum, room number and cable pair number assignments.
- 4.10.3. Complete pair counts and assignments must be provided for all multi-pair backbone cables. The records must be in a legible, easy to read format.
- 4.10.4. The Vendor shall be responsible for repairing or replacing and retesting any cables that are found to be deficient.

4.11. Facility Restoration

- 4.11.1. Every precaution should be taken for protection of walls, carpets, etc. when pulling cable. Any penetration of wallboard will require patchwork that complies with fire protection, security, and/or separation requirements. Damage to exposed areas that require the HCS to repair will be charged back to the cable contractor.

4.12. Warranty

- 4.12.1. Vendor must provide a one-year warranty on the installed cabling system from the date of system acceptance. The coverage must cover complete installation of all materials installed by the contractor and actual installation methods and workmanship. Damage to any equipment resulting from the fault or negligence of the Vendor shall be repaired or replaced by the Vendor at no cost to the HCS.
- 4.12.2. Guarantees and Warranties form must be completed by the Vendor and provided to the HCS authorized representative prior to final invoicing of the work. A sample form of the document has been provided herein for convenience and informational purposes.

4.13. Supplemental Information + Parts List

- 4.13.1. HCS has provided as part of Supplemental Information an expected/anticipated parts list for this Work. This list is not all inclusive and has been provided as for informational purposes. The Vendor shall verify the detailed parts list as provided for accuracy. It shall be the sole responsibility of the Vendor to ensure their parts and equipment needs are met. HCS is not liable for any equipment or parts that have not been included within the detailed parts list.

**SECTION 01740
GUARANTEES AND WARRANTIES**

The applicant shall provide this agreement to repair or cause to be repaired at no cost to the Owner any defects in the work, including but not limited to, defective equipment, materials, or supplies, and faulty construction or workmanship, occurring within a period of one (1) year from the date of acceptance indicated in the Notice of Completion. This form shall be completed by the Contractor and submitted to the Owner.

Project: _____

Location: _____

Owner: Hamilton County Schools, Tennessee

General Contractor: _____

I (We), _____ do hereby warrant all equipment, materials, products, and workmanship provided in conjunction with the above referenced project from any defects as described above occurring within a period of one (1) year from the date of acceptance of the work indicated in the Notice of Completion. If, during the warranty period (a) any work, equipment, materials, or products furnished and/or installed are found to be defective in service by reason of faulty construction process, structural and/or mechanical design or specifications, or (b) any equipment, materials, or products furnished and/or installed are found to be defective in material or workmanship, or (c) any portions of the work or materials are damaged in any way whatsoever by other work or activities in the vicinity over which I (we) have direct or indirect responsibility or authority, I (we) shall, as soon as possible after receipt of written notice from the Hamilton County Schools IT Office or authorized representative, and at no cost to the County, repair or cause to be repaired such defective work, equipment, materials or products, or replace such defective work, equipment, materials or products.

This warranty commences on the acceptance date stipulated in the Notice of Completion of the above referenced project and expires one (1) year from said date.

Signature: _____

Date: _____

NOTARY:

On this _____ day of _____, 20____, before me personally appeared _____ and _____, to me known to be the person(s) described in and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

IN WITNESS WHERETO, I have hereunto set my hand and Notarial Seal.

NOTARY PUBLIC

MyCommissionExpires:

SUPPLEMENTAL INFORMATION

New CSLA Detailed parts List

NQ- SYSCTRL – System Controller – 1
NQ- E7010 - I/O Controller - 1
NQ- P0100 – Mixer/Pre Amp - 1
NQ- E7030 – Analog Station Bridge 24 ports - 4
NQ- A4120 – 2 Channel 120 watt amp – 5
NQ-A4060 – 2 Channel 60watt amp – 1
NQ – RMK01 – Joining Bracket Sysctrl & I/O Controller - 1
NQ – RMK03 – Single Amp Brackets – 5
NQ – RMK04 - Joining Bracket Amp/Pre Amp Mixer (MDF - 1)
NQ- T1100 - Admin Phone color / touch display - 1
NQ-GA10PV – 10watt Intercom Module (for Display) - 1
Bogen 2x2 Drop Tile Speakers 25/70v - 157
Bogen Near AT2 Indoor/Outdoor 70v - 3 (Stairwells) - 3
Bogen Near AT8 Gym & Cafeteria - 6
Bogen Near AT12 Outdoor External Speakers - 17

This is a list broken out by MDF/IDF, ie , the same parts as above

CSLA Nyquist Parts per IDF/MDF

MDF – Elementary School / Library

A4120 Amp Common/External -1
24 port Analog Station Bridge – 1
Drop Tile Classroom Speakers tapped 25v - 17
Drop Tile Common Speakers tapped 70v – 6
70V Bogen Near Ext Speakers - 6

IDF – 1 Middle School

A4120 Amp Common/External – 1
24 port Analog Station Bridge – 1
Drop Tile Classroom Speakers tapped 25v – 24
Drop Tile Common Speakers tapped 70v – 9
70V Bogen Near Ext Speakers – 5 (Includes stairwell Speaker tied to common)

IDF-2 Main Office Area

A4120 Amp Common/External – 1
24 port Analog Station Bridge – 1
Drop Tile Classroom Speakers tapped 25v - 18
Drop Tile Common Speakers tapped 70v - 20
70V Bogen Near Ext Speakers 5 (Includes 2 Stairwell Speakers)

IDF- 3 GYM

A4120 Amp Common/External – 1
Drop Tile Common Speakers tapped 70v – 23
70V Bogen Near Ext Speakers – 6 (Includes 4 inside the gym area)

IDF – 4 High School Upstairs

A4060 Amp Common/External – 1
24 port Analog Station Bridge – 1
Drop Tile Classroom Speakers tapped 25v – 20
Drop Tile Common Speakers tapped 70v – 8

IDF – 5 Cafeteria

A4120 Amp Common/External – 1
Drop Tile Common Speakers tapped 70v – 12
70V Bogen Near Ext Speakers 4 (Includes 2 inside Cafeteria)

**** Notes**

Need to tap all Common drop tile speakers on 70v to utilize the amp & Common Stairwell Horns
Classroom Drop Tile speakers will tap on 25v to utilize the Station Bridge ports
All Gym and cafeteria areas will tap on 70v to utilize amp (No station Bridge in these areas)
Stairwells will be 70v tie to common amp in each area
Each amp will have 2 ports bridged / 1 common port & 1 external port

HAMILTON COUNTY DEPARTMENT OF EDUCATION
Chattanooga, Tennessee 37421
SOLICITATION RESPONSE & BID/PROPOSAL FORM

BID 22-29, Furnish and Installation of Bogen Nyquist E7000 Series Paging System for CSLA

- 1. Vendor Name _____
- 2. Vendor Address _____
- 3. City _____ State _____ Zip _____
- 4. Telephone Number _____ Fax Number _____
- 5. Contact Person _____
- 6. Contact Person's email address _____
- 7. By submission of this bid/proposal, each Vendor and each person signing on behalf of any Vendor certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Vendor is not on the list created pursuant to Tennessee Code Annotated § 12-12-106.
- 8. Authorizing Signature _____
(Sign)
- 9. Authorizing Print Name & Title: _____
- 10. Vendor's Hamilton County Business License Number _____
(If Applicable) Attach A Copy Of The License.
- 11. I Acknowledge the Receipt Of: (Please Write "Yes" If You Received One)
Addendum 1 _____ Addendum 2 _____ Addendum 3 _____ Addendum 4 _____
- 12. Do you accept the Terms and Conditions of the solicitation/contract? Yes _____ No _____
- 13. May other Government Agencies in Tennessee purchase these products/services at the same prices as this bid/proposal? Yes _____ No _____
- 14. Will you accept E-commerce payments? Yes _____ No _____
- 15. Pricing: Complete following page Bid/Proposal Form

REMINDER:

All questions pertaining to this solicitation must be submitted electronically to doe_purchasing@hcde.org no later than **Friday, May 13, 2022 12Noon ET** prior to the Opening/Due date designated herein. Failure to submit a question in the timeframe indicated above may result in the question going unanswered at the discretion of HCS.

An extension to the opening date does not guarantee an extension to the question deadline period. Such will be communicated in associated addendum posting.

It is the sole responsibility of the Vendor to ensure they receive/obtain all solicitation related documentation.



BID/PROPOSAL FORM

COMPANY NAME: _____

SOLICITATION: BID 22-29, Furnish and Installation of Bogen Nyquist E7000 Series Paging System for CSLA

Having carefully examined the Solicitation/Contract Documents, Contractor/Vendor proposes to furnish the Scope of Services as described herein and within all applicable proposal submission documents for the fee(s) as presented below.

Pricing shall be inclusive of all labor, equipment, supplies, overhead, profit, material, and any other incidental costs required to perform and complete all work as specified in the Solicitation/Contract Documents. All Unit Prices shall be bid at the nearest whole penny.

In the event there is a discrepancy between a subtotal or total amount and the unit prices and extended amounts, the unit prices shall prevail and the corrected extension(s) and total(s) will be considered the price.

HCS requests bids/proposals be submitted on bid/proposal forms provided by the HCS for this solicitation. Fee(s) submitted on other forms, other than those provided by the HCS, may be deemed Non-Responsive upon review by and at the sole discretion of the HCS Purchasing Office.

Furnish and Installation of Bogen Nyquist E7000 Series Paging System for CSLA

Item	Description	Estimated Quantity	Unit Price	Extended Amount
1	BASE BID	1	\$	\$
2	ALLOWANCE	1	\$8,000.00	\$8,000.00

BID SUMMARY

PROJECT TOTAL	\$
----------------------	-----------

PROJECT TOTAL:

(Use Words to Write Total)

CERTIFICATE OF COMPLIANCE

By indication of the authorized signature below, the Proposer/Bidder does hereby make certification and assurance, under penalty of perjury, of the Proposer's/Bidder's compliance with all provisions of this bid/bid and the following items:

1. the laws of the State of Tennessee and Hamilton County;
2. Title VI of the Civil Rights Act of 1964;
3. Title IX of the Education Amendments of 1972
4. the condition that no amount shall be paid directly or indirectly to an employee or official of Hamilton County Department of Education as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Proposer/Bidder in connection with the procurement under this Bid/RFP.

Signed _____ Dated _____
 Print Name _____ Email _____
 Company _____ Telephone No. _____
 Address _____ Fax No. _____
 City _____ State _____ Zip _____

AUTHORIZATION TO BIND

By signing this proposal, I certify and acknowledge that the information contained in this document is true and correct, containing **NO** misrepresentations. The information is **NOT** tainted by any collusion. I certify and acknowledge that I have reviewed and approved the release of this proposal/bid for HCS's consideration. Further, I am authorized to bind my company to the responses and pricing in these proposal/bid documents, and any subsequent negotiations, as well as execute the actual Contract documents, if selected.

 Authorized Signature (Officer of the Company)

 Name of Authorized Signer (Printed or Typed)

 Title of Authorized Signer

 Firm Name

 Taxpayer Identification Number

 Firm Address, City and Zip Code

 Telephone Number

 Fax Number

 Email Address

 Date

**Drug-Free Workplace Requirements & Affidavit
TENNESSEE CODE ANNOTATED, § 50-9-113**

- (1) Each Contractor or Subcontractor with no less than five (5) employees receiving pay shall submit an affidavit stating that such employer has a drug-free workplace program in effect at the time of submission of bids. Said program shall comply with Title 50, Chapter 9, TCA.
- (2) If it is determined that an employer subject to the provisions of this section has entered into a contract for this Project and does not have a drug-free workplace pursuant to the referenced requirements, such employer shall be prohibited from entering into another contract with any local government or state agency until such employer can prove compliance.
- (3) The written affidavit shall be submitted with the Construction Contractor's Bid Form, and the Bid shall not be considered complete if said affidavit is not included, and the Bid shall be rejected as Non-Responsive. For all other product or service contracts submission of the affidavit is encouraged only.
- (4) For purposes of compliance with this section, any private employer shall obtain a certificate of compliance with the applicable portions of the Drug-Free Workplace Act from the Department of Labor and Workforce Development.

(To be submitted with bid by construction contractor with 5 or more employees and encouraged for all others)

AFFIDAVIT

I _____, president or other principal

Officer of _____, swear or affirm that the
(Name of Company)

Company has a drug-free workplace program that complies with Title 50, Chapter 9, Tennessee Code Annotated, in effect at the time of this bid submission at least to the extent required of governmental entities. I further swear or affirm that the company is in compliance with the Tennessee Code Annotated, § 50-9-113.

President of Principal Officer

For: _____

STATE OF TENNESSEE }
COUNTY OF _____ }

Subscribed and sworn before me by _____, President

or principal officer of _____,

On this _____ day of _____, 20_____.

NOTARY PUBLIC

My Commission Expires: _____

Instructions for Non-Collusion Affidavit

- (1) This non-collusion affidavit is material to any contract awarded pursuant to this bid.
- (2) This non-collusion affidavit must be executed by the member, officer, or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
- (3) Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that such statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the bid.
- (4) In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an affidavit must be submitted separately on behalf of each party.
- (5) The term "complementary bid" as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, and intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
- (6) The Non-Collusion Affidavit must be submitted with the contractor's bid for the proposed project. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.

**Non-Collusion Affidavit
(Attachment A)**

State of _____

County of _____

I state that I am _____ of _____
(Title) (Name of Firm)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

- (1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder, or potential bidder.
- (2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
- (4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
- (5) _____, its affiliates, subsidiaries, officers, directors and
(Name of my Firm)
employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____ understands and acknowledges that the
(Name of my Firm)

above representation are material and important and will be relied on by Hamilton County Department of Education in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from Hamilton County Department of Education of the true facts relating to submission of bids for this contract.

(Signature and Company Position)

SWORN TO AND SUBSCRIBED
BEFORE ME THIS _____ DAY OF
_____, 20 _____

NOTARY PUBLIC:

My Commission Expires: _____

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

Effective July 1, 2016, this form must be submitted for any contract that is subject to the Iran Divestment Act, Tenn. Code Ann. § 12-12-101, et seq., (“Act”). This form must be submitted with any bid or bid regardless of where the principal place of business is located.

Pursuant to the Act, this certification must be completed by any corporation, general partnership, limited partnership, limited liability partnership, joint venture, nonprofit organization, or other business organization that is contracting with a political subdivision of the State of Tennessee.

Certification Requirements.

No state agency or local government shall enter into any contract subject to the Act, or amend or renew any such contract with any bidder/contractor who is found ineligible under the Act.

Complete all sections of this certification and sign and date it, under oath, in the presence of a Notary Public or a person authorized to take an oath in another state.

CERTIFICATION:

I, the undersigned, certify that by submission of this bid, each bidder and each person signing on behalf of any Respondent certifies, and in the case of a joint bid or contract each party thereto certifies, as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

Respondent represents it has the full power, knowledge, and authority to make this Certification and that the signatory signing this Certification on behalf of bidder/contractor has been duly authorized to do so on behalf of the bidder/contractor.

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Signature of Authorized Official

**Hamilton County Board of Education
Certification Regarding Debarment, Suspension,
Ineligibility and Voluntary Exclusion**

The prospective participant / vendor certifies, by submission of this bid, that neither it nor its Principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal Department or agency.

Where the prospective participant / vendor is unable to certify to any of the statements in this Certification, such prospective participant / vendor shall attach an explanation to this bid.

Organization Name

Name(s) and Title(s) of Authorized Representative(s)

Signature

Certification of Compliance with Tennessee Public Chapter # 587

The General Assembly of the State of Tennessee requires any person, corporation or other entity who enters into or renews a contract with a local board of education comply with Tennessee Public Chapter #587 (TPC587).

TPC587 requires persons, employees of the person or corporation that have direct contact with school children or access to school grounds when children are present to have supplied to the corporation a fingerprint sample and have conducted a criminal history records check by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds. (The Public Chapter 1080, (D) was amended to: “A person whose contract is for the performance of a service at a school-sponsored activity, assembly or even at which school officials or employees are present when the service is performed and where the activity, assembly, or event is *conducted under the supervision of school officials or employees.*”

TPC587 provides guidance for employees who have been convicted of an offense that is classified as a sexual offense or a violent sexual offense.

I have read the attached TENNESSEE PUBLIC CHAPTER # 587 and certify compliance with the regulations.

Name/Address of Organization

Name/Title of Submitting Official

Signature

Date

MINIMUM QUALIFICATION REQUIREMENTS
FOR

BID 22-29, Furnish and Installation of Bogen Nyquist E7000 Series Paging System for CSLA

Vendor(s)/Contractor(s)/Proposer(s) must meet the minimum qualification requirements as specified in the following form to qualify for consideration of award. This form must be completed and returned with the proposal submittal along with any supporting documentation where requested and/or indicated herein.

HCS reserves the right, in their sole judgment, to determine to its satisfaction whether the Vendor(s)/Contractor(s)/Proposer(s) has met the minimum qualification requirements as specified herein. The determination shall be based upon the examination of the Minimum Qualification Requirements form and associated supportive documentation (if any requested).

An affirmative determination shall be a prerequisite for award of the contract to the Vendor(s)/Contractor(s)/Proposer(s). A negative determination shall result in disqualification of the proposal, in which event HCS shall exclude the proposal from the evaluation or consideration process and therefore deeming the Vendor(s)/Contractor(s)/Proposer(s) ineligible for award.

CRITERIA 1 – BOGEN CERTIFIED CONTRACTOR: The Prime Vendor/Contractor must be or must employ a full-time experienced, reputable Bogen Nyquist Certified communications contractor.

Is your Firm or does your Firm employ a full-time employee that is a qualified Bogen Nyquist Certified contractor? _____ **YES** _____ **NO**

If YES, provide details as requested below:

- Provide a copy of the above-mentioned certification and name of certified individual if not listed on certification.
 - o Failure to provide evidence of certification may deem Vendor as Non-Responsive.

AND

CRITERIA 2 – REFERENCES: The Prime Vendor/Contractor shall provide details that demonstrate successful completion of at least three (3) projects of similar size and scope within the last 5 years. Scope of work summary should include the work performed with a short description of services and a summary of work with clear details that correlate/relate the projects listed to the type of work being requested under this solicitation.

Has your Firm successfully completed at least three (3) projects of similar size and scope within the last 5 years? _____ **YES** _____ **NO**

If YES, provide details as requested on the following page(s):

PROJECT 1

PROJECT NAME: _____	
PROJECT START DATE: _____	PROJECT COMPLETION DATE: _____
CLIENT NAME: _____	
CLIENT CONTACT NUMBER: _____	CLIENT EMAIL: _____
AMOUNT OF AWARD: _____	APPROXIMATE NUMBER OF STATION CABLES INSTALLED: _____
SCOPE OF WORK SUMMARY: _____	

PROJECT 2

PROJECT NAME: _____	
PROJECT START DATE: _____	PROJECT COMPLETION DATE: _____
CLIENT NAME: _____	
CLIENT CONTACT NUMBER: _____	CLIENT EMAIL: _____
AMOUNT OF AWARD: _____	APPROXIMATE NUMBER OF STATION CABLES INSTALLED: _____
SCOPE OF WORK SUMMARY: _____	

PROJECT 3

PROJECT NAME: _____	
PROJECT START DATE: _____	PROJECT COMPLETION DATE: _____
CLIENT NAME: _____	
CLIENT CONTACT NUMBER: _____	CLIENT EMAIL: _____
AMOUNT OF AWARD: _____	APPROXIMATE NUMBER OF STATION CABLES INSTALLED: _____
SCOPE OF WORK SUMMARY: _____	

Authorized Bidder/Proposer Signature

Date:

Authorized Bidder/Proposer Name (Print or Type)



Vendor Information Form

Please complete all of the following information, where applicable:

Tax ID # (FEIN or SSN): _____

Organization Type: Corporation Individual/Sole Proprietor Joint Venture
 LLC Partnership/Limited Partnership Non Profit*

New Vendor Vendor Change Tax Exempt

Name of Company/Firm (as shown on Federal Taxreturn): _____

Alternate name, if applicable (doing businesses): _____

Mailing address: _____

City: _____ State: _____ Zip+4: _____ - _____

Contact person: _____ Business Ph#: (_____) _____ - _____

Fax #: (_____) _____ - _____

Company / Firm's website address: _____

Payment address (if different from address above): _____

City: _____ State: _____ Zip+4: _____ - _____

Payment Terms: _____ % discount Net 15 days / Net 30 Days or Net 30 Days

Separate Checks: () Yes or () No Accept Purchasing Card (i.e. VISA): () Yes or () No Credit Card Fee: () Yes or () No

Business E-mail address (for Accounts Payable): _____

Purchasing E-mail address _____ Contact Name _____

Are you currently employed or have you ever been employed by HCDE? () Yes or () No

If yes, please specify employment dates: _____

Requestor/Vendor's Signature: _____ Date requested/sent: _____

If providing onsite services a COI must be provided listing Hamilton County Department of Education as additional insured.

For Accounting Use Only:

Vendor #: _____

Authorized Signature: _____ Date completed: _____

www.hcde.org | 423.498.7030 | Email: doe_purchasing@hcde.org | 3074 Hickory Valley Rd., Chattanooga, TN 37421



SUPPLIER PROFILE

*Required fields, missing or incomplete will be returned for corrections.

All Suppliers, Subcontractors and Carriers of Hamilton County Department of Educations- As a county schools' contractor, we are monitoring a level of subcontractor awards to certified small business concerns, small disadvantaged business concerns and large firms, as well as the ethnicity of the owners of such business concerns. To assist with completion of this monitoring, we are requesting the following information from our service and product suppliers and carriers. Based on the Classification and Ethnic Description Choices listed below on Exhibit A attached hereto, please select the relevant categories. Please also have executed the corresponding Sworn Affidavit below.

Company Name:			
Company Address:			
Phone Number:		Number of Employees:	
Federal ID(EIN) Social Security #			
Legal Structure			
Corporate:	LLC:	Partnership:	Sole Proprietor:
Manufacturer:	Service Org:	Distributor:	Broker:
Retailer:			
Please identify and provide a brief description of the primary products/or services which your company offers:			
Principal Minority Owners:			
Principal Minority Title(s):			
Principal Minority % of Ownership:			
*Total percentage of Minority Owner(s) must equal or exceed 51%			
<p>Sworn Affidavit: The undersigned swears that the statements contained herein are true and correct and affirms that the classifications selected below constitute majority control of 51% or more of the daily business operations of the applicant company identified above. Further, the undersigned hereby swears, under penalty of law, that the applicant company believes It is qualified for certification as a: <i>(Fill in appropriate classification(s))</i></p>			
Completed by (Print)		Signature:	
Witnessed by (Print)		Signature:	
<p>A copy of the company's current certification, issued within the last 12 months, by either an NMSOC affiliate or under (a) Business Development/Small Disadvantaged Business of the Small Business Administration must be returned with this profile.</p>			



Exhibit A

<p>Business Classifications: Check all which apply and attach certification where available.</p>
<p>005 (C018) - Women Owned Business Enterprise (see 49 C.F.R part 26) -A business that is at least 51 % owned and controlled by individuals who are female in gender.</p>
<p>006 - Disabled Business Enterprise -A business that is at least 51 % owned and controlled by a handicapped or service disabled individual</p>
<p>007 (C-023) - Disabled Veteran Business Enterprise -A business that is at least 51% owned and controlled by one or more disabled veterans of the US Armed Forces, as defined at 38 U.S.C. Section 101(2) and 101(16).</p>
<p>008 - Disadvantaged Business Enterprise - A business owned and controlled by a socially and economically disadvantaged individual, as defined in 49 C.F.R. Parts 23 and 26. Each individual whose ownership and control are relied on for certification as a Disadvantaged Business Enterprise must have a net worth of less than \$750,000 excluding the value of the business and the equity in his or her primary residence.</p>
<p>009 (C-020) - Historically Underutilized Business Zone - US HUB Zone Empowerment Program provides federal contracting opportunities for qualified small businesses located in distressed areas.</p>
<p>010 (C-021) - Small Business Administration 8(a) Program -A business owned and controlled by a socially and economically disadvantaged individual. Under the Small Business Act, African Americans, Hispanic Americans, and Asian Americans are presumed socially disadvantaged. These individuals must have a net worth of less than \$250,000 excluding the value of the business and primary residence to be considered economically disadvantaged.</p>
<p>011 Small Disadvantaged Business Enterprise (see 13 C.F.R. Part 124) -A small disadvantaged business at least 51% owned or controlled by a socially disadvantaged individual. All individuals must have a net worth of less than \$750,000 excluding the value of the business and primary residence.</p>
<p>012 - Small Business Enterprise (see 13 C.F.R. Part 121) -A business defined as having less than 500 employees or less than \$3.5 million in annual revenues.</p>
<p>013 (C-022) -Veteran Owned Business Enterprise -A business that is at least 51 % owned and controlled by US citizens who are veterans of the US Armed Forces as defined at 38 U.S.C. Section 101(2).</p>
<p>179 - Service Disabled Veteran Owned</p>
<p>Ethnicity Business Classifications: Minority Business -A business that is at least 51% owned and controlled by people of Asian, African American, Hispanic and/or Native American descent. (see 49 C.F.R. Part 26) Check all that apply and attach certification where available</p>
<p>1 (C-015) - African American - Having origins in any of the black racial groups of Africa.</p>
<p>2 (C-016) - Hispanic - Having Mexican, Puerto Rican, Cuban, Dominican, Central or South American, or other Spanish or Portuguese culture or origin, regardless of race.</p>
<p>3 (C-017) - Native American - Includes persons who are American Indian, Eskimo, Aleut or Native Hawaiian.</p>
<p>4 (C-014) - Asian, Asian Indian, Asian Pacific- Having origins in Asia, the Indian subcontinent or the Pacific Islands including but not limited to persons with origins from Japan, China, Taiwan, Korea, Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia, Indonesia, the Philippines, Hong Kong, India, Pakistan, Bangladesh or Sri Lanka.</p>

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
--	--	---

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)																																																							
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> , later. Note: If the account is in more than one name, see the instructions for line 1. Also see <i>What Name and Number To Give the Requester</i> for guidelines on whose number to enter.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center;">Social security number</td> </tr> <tr> <td style="text-align: center;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table> </td> <td style="text-align: center;">-</td> <td style="text-align: center;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table> </td> <td style="text-align: center;">-</td> <td style="text-align: center;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table> </td> </tr> <tr> <td colspan="6" style="text-align: center;">OR</td> </tr> <tr> <td colspan="6" style="text-align: center;">Employer identification number</td> </tr> <tr> <td style="text-align: center;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table> </td> <td style="text-align: center;">-</td> <td style="text-align: center;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table> </td> <td style="text-align: center;">-</td> <td style="text-align: center;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table> </td> <td style="text-align: center;">-</td> <td style="text-align: center;"> <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table> </td> </tr> </table>	Social security number		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					OR						Employer identification number						<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>				
Social security number																																																							
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>																																											
OR																																																							
Employer identification number																																																							
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>					-	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> <td style="width:25%; height: 20px;"> </td> </tr> </table>																																					

Part II Certification	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and	
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and	
3. I am a U.S. citizen or other U.S. person (defined below); and	
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.	
Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.	

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Cut along the outer border and affix this label to your sealed solicitation envelope to identify it as a “Sealed Submission/Proposal”.

PROPOSAL DOCUMENTS • DO NOT OPEN	
SOLICITATION NO.:	BID FILE 22-29
SOLICITATION TITLE:	Furnish and Installation of Bogen Nyquist E7000 Series Paging System for CSLA
OPENING/DUE DATE:	MAY 20, 2022
TIME DUE:	Prior to: 11:00AM ET
SUBMITTED BY:	_____
	(Name of Company)
<small>e-mail address</small>	<small>Telephone</small>
DELIVER TO:	Hamilton County Board of Education Attn: Purchasing Department 3074 Hickory Valley Road Chattanooga, TN 37421

***Notices:**

- The Date Due/Submission Deadline Date/Opening Date as stated on this label and other forms contained herein may have been updated via issuance of Addenda against this project. It is the sole responsibility of the Contractor/Vendor to monitor the HCS solicitation for any updates to the Date Due/Submission Deadline Date/Opening Date via Addenda. This label or other original forms may not be updated. Contractor/Vendor may strike through and update Date Due/Submission Deadline Date/Opening Date at their discretion to match any updates to this date that have been published via Addenda.
- Submissions received after the time and date of the Date Due/Submission Deadline Date/Opening Date will not be accepted at the sole discretion of HCS.
- Some submissions may require the Vendor to provide the company name, Tennessee Contractor’s license number, expiration date, license classification and company address on the outside of the sealed bid envelope in accordance with TCA 62-6-119. Where this is requested within the project documents the Vendor is solely responsible for compliance with this request.

PLEASE PRINT CLEARLY