

	<b>Fort Mill School District</b>	Solicitation Number: #18-083 Date Issued: June 6, 2019 Procurement Specialist: Debi Gantt <i>Debi Gantt</i> Phone: (803) 548-2527 E-Mail Address: ganttd@fortmillschools.org
	<b>Request for Quotes</b>	

DESCRIPTION: **Family Consumer Science Equipment & Supplies for Catawba Ridge High School**

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES: or you may e-mail to: <a href="mailto:ganttd@fortmillschools.org">ganttd@fortmillschools.org</a>	
<b>MAILING ADDRESS:</b> Fort Mill School District 2233 Deerfield Drive Fort Mill, SC 29715	<b>PHYSICAL ADDRESS:</b> Fort Mill School District 2233 Deerfield Drive Fort Mill, SC 29715

BIDS DUE NO LATER THAN: **June 25, 2019 at 10:00 am**

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

<b>CONFERENCE TYPE:</b> DATE & TIME: N/A	<b>LOCATION:</b>
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<b>AWARD &amp; AMENDMENTS</b>	Award will be posted on or around June 26, 2019. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <a href="http://www.fortmillschools.org/departments/procurement/">http://www.fortmillschools.org/departments/procurement/</a>
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.  
(See "Signing Your Offer" and "Electronic Signature" provisions.)

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

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

**PAGE TWO**  
(Return Page Two with Your Offer)

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

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

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

<b>DISCOUNT FOR PROMPT PAYMENT</b> (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	___ Calendar Days (%)
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<b>Minority Participation:</b> Are you a SC Certified Minority Vendor <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, SC Certification # _____  Are you a Non SC Certified Minority Vendor <input type="checkbox"/> Yes <input type="checkbox"/> No	
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End of Page Two

## **I. SCOPE OF SOLICITATION**

Fort Mill School District is soliciting quotes for the Family Consumer Science and Early Childhood Education classes at Catawba Ridge High School.

The teacher has listed items from different locations (Walmart.com, Amazon, Nasco) are listed as a minimum standard for each item. If you quote an alternate item, please list item number so we can compare. The decision as to whether alternates will be accepted is up to the District.

The District reserves the right to make an award line by line, or in whole; whichever is most advantageous to the District.

**We require an inside delivery.**

Catawba Ridge High School  
1180 Fort Mill Parkway  
Fort Mill, SC 29715



## II. INSTRUCTIONS TO OFFERORS - A. General Instructions

### DEFINITIONS, CAPITALIZATION, AND HEADINGS (MODIFIED - DEC 2015)

CLAUSE HEADINGS USED IN THIS SOLICITATION ARE FOR CONVENIENCE ONLY AND SHALL NOT BE USED TO CONSTRUE MEANING OR INTENT. EVEN IF NOT CAPITALIZED, THE FOLLOWING DEFINITIONS ARE APPLICABLE TO ALL PARTS OF THE SOLICITATION, UNLESS EXPRESSLY PROVIDED OTHERWISE.

**AMENDMENT** means a document issued to supplement the original solicitation document.

**AUTHORITY** means the State Fiscal Accountability Authority or its successor in interest.

**BOARD** means Fort Mill School District Board of Trustees.

**BUSINESS** means any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture, or any other legal entity.

**BUYER** means the Procurement Specialist or his/her designee.

**CHANGE ORDER** means any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of any contract accomplished by mutual agreement of the parties to the contract.

**CONTRACT** See clause entitled Contract Documents & Order of Precedence.

**CONTRACT MODIFICATION** means a written order signed by the Procurement Specialist, directing the contractor to make changes which the clause of the contract titled "Changes," if included herein, authorizes the Procurement Specialist to order without the consent of the contractor.

**CONTRACTOR** means the Offeror receiving an award as a result of this solicitation.

**COVER PAGE** means the top page of the original solicitation on which the solicitation is identified by number. Offerors are cautioned that Amendments may modify information provided on the Cover Page.

**DISTRICT** means Fort Mill School District (FMSD)

**OFFER** means the bid or proposal submitted in response this solicitation. The terms Bid and Proposal are used interchangeably with the term Offer.

**OFFEROR** means the single legal entity submitting the offer. The term Bidder is used interchangeably with the term Offeror. See bidding provisions entitled Signing Your Offer and Bid/Proposal As Offer To Contract.

**PAGE TWO** means the second page of the original solicitation, which is labeled Page Two.

**PROCUREMENT SPECIALIST** means the person, or his successor, identified as such on the Cover Page, an amendment, or an award notice.

**YOU and YOUR** means Offeror.

**SOLICITATION** means this document, including all its parts, attachments, and any Amendments.

**SUBCONTRACTOR** means any person you contract with to perform or provide any part of the work.

**US or WE** means the District.

**WORK** means all labor, materials, equipment, services, or property of any type, provided or to be provided by the Contractor to fulfill the Contractor's obligations under the Contract.

**AMENDMENTS TO SOLICITATION (MODIFIED - JAN 2004):** (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should check for the issuance of Amendments (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by identifying the amendment number and date in the space provided for this purpose on Page Two or (2) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

**AUTHORIZED AGENT (MODIFIED - FEB 2015):** All authority regarding the conduct of this procurement is vested solely with the responsible Procurement Specialist. Unless specifically delegated in writing, the Procurement Specialist is the only District official authorized to bind the District with regard to this procurement or the resulting contract.



**AWARD NOTIFICATION (FEB 2015):** Notice regarding any award, cancellation of award, or extension of award will be posted at the location and on the date specified on the Cover Page or, if applicable, any notice of extension of award. Should the contract resulting from this Solicitation have a total or potential value of one hundred thousand dollars or more, such notice will be sent to all Offerors responding to the Solicitation and any award will not be effective until the eleventh day after such notice is given.

**BID/PROPOSAL AS OFFER TO CONTRACT (MODIFIED – JAN 2004):** By submitting Your Bid or Proposal, You are offering to enter into a contract with the District. Without further action by either party, a binding contract shall result upon final award. Any award issued will be issued to, and the contract will be formed with the District. An Offer may be submitted by only one legal entity; "joint bids" are not allowed.

**BID ACCEPTANCE PERIOD (MODIFIED – JAN 2004):** In order to withdraw Your Offer after the minimum period specified on the Cover Page, You must notify the Procurement Specialist in writing.

**BID IN ENGLISH and DOLLARS (JAN 2004):** Offers submitted in response to this solicitation shall be in the English language and in US dollars, unless otherwise permitted by the Solicitation.

**AUTHORITY AS PROCUREMENT AGENT (MODIFIED – DEC 2015):** The Procurement Specialist is an employee of the District acting on behalf of the District pursuant to Fort Mill School District Procurement Code. Any contracts awarded as a result of this procurement are between the Contractor and the District. The Board of Trustees is not a party to such contracts, unless and to the extent that the Board is using District department, and bears no liability for any party's losses arising out of or relating in any way to the contract.

**CERTIFICATE OF INDEPENDENT PRICE DETERMINATION (MAY 2008): GIVING FALSE, MISLEADING, OR INCOMPLETE INFORMATION ON THIS CERTIFICATION MAY RENDER YOU SUBJECT TO PROSECUTION UNDER SECTION 16-9-10 OF THE SOUTH CAROLINA CODE OF LAWS AND OTHER APPLICABLE LAWS.**

- (a) By submitting an offer, the offeror certifies that –
- (1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to –
    - (i) Those prices;
    - (ii) The intention to submit an offer; or
    - (iii) The methods or factors used to calculate the prices offered.
  - (2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
  - (3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.
- (b) Each signature on the offer is considered to be a certification by the signatory that the signatory-
- (1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of the certification; or
  - (2)(i) Has been authorized, in writing, to act as agent for the offeror's principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification [As used in this subdivision (b)(2)(i), the term "principals" means the person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal];
  - (ii) As an authorized agent, does certify that the principals referenced in subdivision (b)(2)(i) of this certification have not participated, and will not participate, in any action contrary to paragraphs(a)(1) through (a)(3) of this certification; and



- (iii) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification.
- (c) If the offeror deletes or modifies paragraph (a)(2) of this certification, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

**CERTIFICATION REGARDING DEBARMENT AND OTHER RESPONSIBILITY MATTERS (JAN 2004):**

- (a) (1) By submitting an Offer, Offeror certifies, to the best of its knowledge and belief, that:
  - (i) Offeror and/or any of its Principals-
    - (A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency;
    - (B) Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and
    - (C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.
  - (ii) Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any public (Federal, state, or local) entity.
- (2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).
- (b) Offeror shall provide immediate written notice to the Procurement Officer if, at any time prior to contract award, Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (c) If Offeror is unable to certify the representations stated in paragraphs (a)(1), Offeror must submit a written explanation regarding its inability to make the certification. The certification will be considered in connection with a review of the Offeror's responsibility. Failure of the Offeror to furnish additional information as requested by the Procurement Officer may render the Offeror non-responsible.
- (d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly or in bad faith rendered an erroneous certification, in addition to other remedies available to the District, the Procurement Officer may terminate the contract resulting from this solicitation for default.

**CODE OF LAWS AVAILABLE (MODIFIED – JAN 2006):** The Fort Mill School District Procurement Code is available at [http://www.fortmillschools.org/departments/procurement/procurement\\_code/](http://www.fortmillschools.org/departments/procurement/procurement_code/)

**DISCLOSURE OF CONFLICTS OF INTEREST OR UNFAIR COMPETITIVE ADVANTAGE (FEB 2015):**

You warrant and represent that your offer identifies and explains any unfair competitive advantage you may have in competing for the proposed contract and any actual or potential conflicts of interest that may arise from your participation in this competition or your receipt of an award. The two underlying principles are (a) preventing the existence of conflicting roles that might bias a contractor's judgment, and (b) preventing an unfair competitive advantage. If you have an unfair competitive advantage or a conflict of interest, the District may withhold award. Before withholding award on these grounds, an offeror will be notified of the concerns and provided a reasonable opportunity to respond. Efforts to avoid or mitigate such concerns, including restrictions on future activities, may be considered. Without limiting the foregoing, you represent that your offer identifies any services that relate to either this solicitation or the work that has already been performed by you, a proposed subcontractor, or an affiliated business of either.



**DEADLINE FOR SUBMISSION OF OFFER (MODIFIED – JAN 2004):** Any offer received after the Procurement Specialist or his/her designee has declared that the time set for opening has arrived, shall be rejected unless the offer has been delivered to the designated purchasing office or the District's mail room which services the purchasing office prior to the bid opening

**DRUG FREE WORKPLACE CERTIFICATION (JAN 2004):** By submitting an Offer, Contractor certifies that, if awarded a contract, Contractor will comply with all applicable provisions of The Drug-free Workplace Act, Title 44, Chapter 107 of the South Carolina Code of Laws, as amended.

**DUTY TO INQUIRE (MODIFIED – FEB 2015):** Offeror, by submitting an Offer, represents that it has read and understands the Solicitation and that its Offer is made in compliance with the Solicitation. Offerors are expected to examine the Solicitation thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements in the Solicitation. Failure to do so will be at the Offeror's risk. All ambiguities, discrepancies, errors, omissions, or conflicting statements in the solicitation shall be interpreted to require the better quality or greater quantity of work and/or materials, unless otherwise directed by amendment. Offeror assumes responsibility for any patent ambiguity in the Solicitation that Offeror does not bring to the District's attention. See clause entitled "Questions from Offerors."

**ETHICS CERTIFICATE (MAY 2008):** By submitting an Offer, the offeror certifies that the offeror has and will comply with, and has not, and will not, induce a person to violate Title 8, Chapter 13 of the South Carolina Code of Laws, as amended (ethics act). The following statute requires special attention: Section 8-13-700, regarding use of official position for financial gain; Section 8-13-705, regarding gifts to influence action of public officials; Section 8-13-720, regarding offering money for advice or assistance of public official; Sections 8-13-755 and 8-13-760, regarding restrictions on employment by former public official; Section 8-13-755, prohibiting public official with economic interest from acting on contracts; Section 8-13-790, regarding recovery of kickbacks; Section 8-13-1150, regarding statements to be filed by consultants; and Section 8-13-1342, regarding restrictions on contributions by contractor to candidate who participated in awarding of contract. The District may rescind any contract and recover all amounts expended as a result of any action taken in violation of this provision. If contractor participates, directly or indirectly, in the evaluation or award of public contracts, including without limitation, change orders or task orders regarding a public contract, contractor shall, if required by law to file such a statement, provide the statement required by Section 8-13-1150 to the procurement officer at the same time the law requires the statement to be filed.

**OMIT TAXES FROM PRICE (MODIFIED – JAN 2004):** Do not include any sales or use taxes in your price that the District may be required to pay.

**OPEN TRADE REPRESENTATION (JUN 2015):** By submitting an Offer, Offeror represents that Offeror is not currently engaged in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300.

**PROHIBITED COMMUNICATIONS AND DONATIONS (MODIFIED - FEB 2015):** Violation of these restrictions may result in disqualification of your offer, suspension or debarment, and may constitute a violation of law.

(a) During the period between publication of the solicitation and final award, *you must not communicate, directly or indirectly, with the District or its employees, agents or officials regarding any aspect of this procurement activity, unless otherwise approved in writing by the Procurement Specialist.* All communications must be solely with the Procurement Specialist. [R. 19-445.2010]

(b) You are advised to familiarize yourself with Regulation 19-445.2165, which restricts donations to a governmental entity with whom you have or seek to have a contract. *You represent that your offer discloses any gifts made, directly or through an intermediary, by you or your named subcontractors to or for the benefit of the District during the period beginning eighteen months prior to the Opening Date.*



**PUBLIC OPENING (JAN 2004):** Offers will be publicly opened at the date/time and at the location identified on the Cover Page, or last Amendment, whichever is applicable.

**QUESTIONS FROM OFFERORS (MODIFIED – FEB 2015):** (a) Any prospective offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing. Questions regarding the original solicitation or any amendment must be received by the Procurement Specialist no later than five (5) days prior to opening unless an earlier date is stated on the Cover Page. Label any communication regarding your questions with the name of the Procurement Specialist, and the solicitation's title and number. Oral explanations or instructions will not be binding. Any information given a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an Amendment to the solicitation, if that information is necessary for submitting offers or if the lack of it would be prejudicial to other prospective offerors. See clause entitled "Duty to Inquire." **We will not identify you in our answer to your question.** (b) The District seeks to permit maximum practicable competition. Offerors are urged to advise the Procurement Specialist -- as soon as possible -- regarding any aspect of this procurement, including any aspect of the Solicitation that unnecessarily or inappropriately limits full and open competition.

All questions shall be in writing and submitted to Debi Gantt via Email, Fax, or Mail. Please send questions to:

Mailing Address: Fort Mill School District  
Debi Gantt  
2233 Deerfield Drive  
Fort Mill, SC 29715

Email: [ganttd@fortmillschools.org](mailto:ganttd@fortmillschools.org)  
Fax: (803) 547-4696

**REJECTION/CANCELLATION (MODIFIED – JAN 2004):** The District may cancel this solicitation in whole or in part. The District may reject any or all proposals in whole or in part. (Article 5-1710 of Fort Mill School District Procurement Code)

**RESPONSIVENESS/IMPROPER OFFERS (MODIFIED – JUN 2015):** (a) Bid as Specified. Offers for supplies or services other than those specified will not be considered unless authorized by the Solicitation.

(b) Multiple Offers. Offerors may submit more than one Offer, provided that each Offer has significant differences other than price. Each separate Offer must satisfy all Solicitation requirements. If this solicitation is an Invitation for Bids, each separate offer must be submitted as a separate document. If this solicitation is a Request for Proposals, multiple offers may be submitted as one document, provided that you clearly differentiate between each offer and you submit a separate cost proposal for each offer, if applicable.

(c) Responsiveness. Any Offer which fails to conform to the material requirements of the Solicitation may be rejected as nonresponsive. Offers which impose conditions that modify material requirements of the Solicitation may be rejected. If a fixed price is required, an Offer will be rejected if the total possible cost to the District cannot be determined. Offerors will not be given an opportunity to correct any material nonconformity. Any deficiency resulting from a minor informality may be cured or waived at the sole discretion of the Procurement Specialist.

(d) Price Reasonableness: Any offer may be rejected if the Procurement Specialist determines in writing that it is unreasonable as to price.

(e) Unbalanced Bidding. The District may reject an Offer as nonresponsive if the prices bid are materially unbalanced between line items or subline items. A bid is materially unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated in relation to cost for other work, and if there is a reasonable doubt that the bid will result in the lowest overall cost to the District even though it may be the low evaluated bid, or if it is so unbalanced as to be tantamount to allowing an advance payment.



(f) **Do not submit bid samples or descriptive literature unless expressly requested.** Unsolicited bid samples or descriptive literature will not be examined or tested, will not be used to determine responsiveness, and will not be deemed to vary any of the provisions of the solicitation. S.C. Code Ann. Reg. 19-445.2077(D). [02-2A105-2]

**SIGNING YOUR OFFER (JAN 2004):** Every Offer must be signed by an individual with actual authority to bind the Offeror. (a) If the Offeror is an individual, the Offer must be signed by that individual. If the Offeror is an individual doing business as a firm, the Offer must be submitted in the firm name, signed by the individual, and state that the individual is doing business as a firm. (b) If the Offeror is a partnership, the Offer must be submitted in the partnership name, followed by the words by its Partner, and signed by a general partner. (c) If the Offeror is a corporation, the Offer must be submitted in the corporate name, followed by the signature and title of the person authorized to sign. (d) An Offer may be submitted by a joint venturer involving any combination of individuals, partnerships, or corporations. If the Offeror is a joint venture, the Offer must be submitted in the name of the Joint Venture and signed by every participant in the joint venture in the manner prescribed in paragraphs (a) through (c) above for each type of participant. (e) If an Offer is signed by an agent, other than as stated in subparagraphs (a) through (d) above, the Offer must state that it has been signed by an Agent. Upon request, Offeror must provide proof of the agent's authorization to bind the principal.

**DISTRICT OFFICE CLOSINGS (MODIFIED – JAN 2004):** If an emergency or unanticipated event interrupts normal District processes so that offers cannot be received at the District office designated for receipt of bids by the exact time specified in the solicitation, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal District processes resume. In lieu of an automatic extension, an Amendment may be issued to reschedule bid opening. If District offices are closed at the time a pre-bid or pre-proposal conference is scheduled, an Amendment will be issued to reschedule the conference.

**SUBMITTING CONFIDENTIAL INFORMATION (MODIFIED - FEB 2015):**

(An overview is available at [www.procurement.sc.gov](http://www.procurement.sc.gov)) For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "CONFIDENTIAL" every page, or portion thereof, that Offeror contends contains information that is exempt from public disclosure because it is either (a) a trade secret as defined in Section 30-4-40(a)(1), or (b) privileged and confidential, as that phrase is used in Section 11-35-410. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the words "TRADE SECRET" every page, or portion thereof, that Offeror contends contains a trade secret as that term is defined by Section 39-8-20 of the Trade Secrets Act. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "PROTECTED" every page, or portion thereof, that Offeror contends is protected by Section 11-35-1810. All markings must be conspicuous; use color, bold, underlining, or some other method in order to conspicuously distinguish the mark from the other text. Do not mark your entire response (bid, proposal, quote, etc.) as confidential, trade secret, or protected. If your response, or any part thereof, is improperly marked as confidential or trade secret or protected, the District may, in its sole discretion, determine it nonresponsive. If only portions of a page are subject to some protection, do not mark the entire page. By submitting a response to this solicitation or request, Offeror (1) agrees to the public disclosure of every page of every document regarding this solicitation or request that was submitted at any time prior to entering into a contract (including, but not limited to, documents contained in a response, documents submitted to clarify a response, and documents submitted during negotiations), unless the page is conspicuously marked "TRADE SECRET" or "CONFIDENTIAL" or "PROTECTED", (2) agrees that any information not marked, as required by these bidding instructions, as a "Trade Secret" is not a trade secret as defined by the Trade Secrets Act, and (3) agrees that, notwithstanding any claims or markings otherwise, any prices, commissions, discounts, or other financial figures used to determine the award, as well as the final contract amount, are subject to public disclosure. In determining whether to release documents, the District will detrimentally rely on Offeror's marking of documents, as required by these bidding instructions, as being either "Confidential" or "Trade Secret" or "PROTECTED". By submitting a response, Offeror agrees to defend, indemnify and hold harmless the District, its agencies, officers and employees, from every claim, demand, loss, expense, cost, damage or



injury, including attorney's fees, arising out of or resulting from withholding information by the District or any of its agencies, that Offeror marked as "confidential" or "trade secret" or "PROTECTED". (All references to S.C. Code of Laws.) [02-2A125-2]

**SUBMITTING YOUR OFFER OR MODIFICATION:** (a) Offers and offer modifications shall be submitted in sealed envelopes or packages (unless submitted by electronic means) - (1) Addressed to the office specified in the Solicitation; and (2) Showing the time and date specified for opening, the solicitation number, and the name and address of the bidder. (b) If you are responding to more than one solicitation, each offer must be submitted in a different envelope or package. (c) Each Offeror must submit the number of copies indicated on the Cover Page. (d) Offerors using commercial carrier services shall ensure that the Offer is addressed and marked on the outermost envelope or wrapper as prescribed in paragraphs (a)(1) and (2) of this provision when delivered to the office specified in the Solicitation. (e) Facsimile or e-mail offers, modifications, or withdrawals, will not be considered unless authorized by the Solicitation. (f) Offers submitted by electronic commerce shall be considered only if the electronic commerce method was specifically stipulated or permitted by the solicitation.

**TAX CREDIT FOR SUBCONTRACTING WITH DISADVANTAGED SMALL BUSINESSES (JAN 2008):** Pursuant to Section 12-6-3350, a taxpayer having a contract with this State who subcontracts with a socially and economically disadvantaged small business is eligible for an income tax credit equal to four percent of the payments to that sub-Contractor for work pursuant to the contract. The sub-Contractor must be certified as a socially and economically disadvantaged small business as defined in Section 11-35-5010 and regulations pursuant to it. The credit is limited to a maximum of fifty thousand dollars annually. A taxpayer is eligible to claim the credit for ten consecutive taxable years beginning with the taxable year in which the first payment is made to the sub-Contractor that qualifies for the credit. After the above ten consecutive taxable years, the taxpayer is no longer eligible for the credit. A taxpayer claiming the credit shall maintain evidence of work performed for the contract by the sub-Contractor. The credit may be claimed on Form TC-2, "Minority Business Credit." A copy of the sub-Contractor's certificate from the Governor's Office of Small and Minority Business (OSMBA) is to be attached to the Contractor's income tax return. Questions regarding the tax credit and how to file are to be referred to: SC Department of Revenue, Research and Review, Phone: (803) 898-5786, Fax: (803) 898-5888. Questions regarding sub-Contractor certification are to be referred to: Governor's Office of Small and Minority Business Assistance, Phone: (803) 734-0657, Fax: (803) 734-2498.

**VENDOR REGISTRATION (MODIFIED – JAN 2006):** We encourage you to register with Fort Mill School District when you retrieve our Bid Documents. Our registration system is powered by Vendor Registry. To register, visit our website at <http://www.fortmillschools.org/>, select "Departments," select "Procurement," and select "Vendor Registration." **There is no cost for you to register with Fort Mill Schools.** Please note that if you would like to receive notifications of solicitations, awards, or amendments for our solicitations, you will need to register your business with Vendor Registry. If you do not register, it will be your responsibility to check our website for updates, amendments, and awards of our solicitations.

**WITHDRAWAL OR CORRECTION OF OFFER (MODIFIED – JAN 2004):** Offers may be withdrawn by written notice received at any time before the exact time set for opening. If the Solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for opening. A bid may be withdrawn in person by a bidder or its authorized representative if, before the exact time set for opening, the identity of the person requesting withdrawal is established and the person signs a receipt for the bid. The withdrawal and correction of Offers is governed by Article 5-1520 of Fort Mill School District Procurement Code.



## II. INSTRUCTIONS TO OFFERORS -- B. Special Instructions

**CLARIFICATION:** Pursuant to Article 5-1520.8, the Procurement Specialist may elect to communicate with you after opening for the purpose of clarifying either your offer or the requirements of the solicitation. Such communications may be conducted only with offerors who have submitted an offer which obviously conforms in all material aspects to the solicitation. Clarification of an offer must be documented in writing and included with the offer. Clarifications may not be used to revise an offer or the solicitation.

**DISCUSSIONS WITH BIDDERS:** After opening, the Procurement Specialist may, in his/her sole discretion, initiate discussions with you to discuss your bid. Discussions are possible only if your bid is apparently responsive and only for the purpose of clarification to assure your full understanding of the solicitation's requirements. Any discussions will be documented in writing and shall be included with the bid.

**PROTEST – ASSISTANT SUPERINTENDENT OF FINANCE ADDRESS (MODIFIED - JUN 2006):** Any protest must be addressed to the Assistant Superintendent of Finance, Fort Mill School District, and submitted in writing

(a) by email to [lordol@fortmillschools.org](mailto:lordol@fortmillschools.org),

(b) by facsimile at (803) 547-4696, or

(c) by post or delivery to Leanne Lordo, Asst. Superintendent of Finance, 2233 Deerfield Drive, Fort Mill, SC 29715.

### III. INFORMATION FOR OFFERORS TO SUBMIT

**INFORMATION FOR OFFERORS TO SUBMIT – GENERAL (MODIFIED - MAR 2015):** You shall submit a signed Cover Page and Page Two. Your offer should include all other information and documents requested in this part and in parts II.B. Special Instructions; III. Scope of Work; V. Qualifications; VIII. Bidding Schedule/Price Proposal; and any appropriate attachments addressed in Part IX. Attachments to Solicitations. You should submit a summary of all insurance policies you have or plan to acquire to comply with the insurance requirements stated herein, if any, including policy types; coverage types; limits, sub-limits, and deductibles for each policy and coverage type; the carrier's A.M. Best rating; and whether the policy is written on an occurrence or claims-made basis.

- Signed Cover Page and Page Two of the Solicitation
- Bid Schedule, page 21-29
- W-9, if you have not done business w/ Fort Mill School District previously



## IV. QUALIFICATIONS

**QUALIFICATION OF OFFEROR (MODIFIED MAR 2015):** To be eligible for award of a contract, a prospective contractor must be responsible. In evaluating an offeror's responsibility, the District Standards of Responsibility, and information from any other source may be considered. An Offeror must, upon request of the District, furnish satisfactory evidence of its ability to meet all contractual requirements. Unreasonable failure to supply information promptly in connection with a responsibility inquiry may be grounds for determining that you are ineligible to receive an award.

District Standards of Responsibility - Factors to be considered in determining whether the District Standards of Responsibility have been met include whether a prospective contractor has:

1. available the appropriate financial, material, equipment, facility, and personnel resources and expertise, or the ability to obtain them, necessary to indicate it's capability to meet all contractual requirements;
2. a satisfactory record of performance;
3. a satisfactory record of integrity;
4. qualified legally to contract with the District; and
5. supplied all necessary information in connection with the inquiry concerning responsibility.

## V. AWARD CRITERIA

**AWARD CRITERIA – BIDS (JAN 2006):** Award will be made to the lowest responsible and responsive bidder(s).



## VI. TERMS AND CONDITIONS – A. General

**ASSIGNMENT, NOVATION, AND CHANGE OF NAME, IDENTITY, OR STRUCTURE (MODIFIED FEB 2015):** (a) Contractor shall not assign this contract, or its rights, obligations, or any other interest arising from this contract, or delegate any of its performance obligations, without the express written consent of the responsible procurement officer. The foregoing restriction does not apply to a transfer that occurs by operation of law (e.g., bankruptcy; corporate reorganizations and consolidations, but not including partial asset sales). Notwithstanding the foregoing, contractor may assign monies receivable under the contract provided that the District shall have no obligation to make payment to an assignee until thirty days after contractor (not the assignee) has provided the responsible procurement officer with (i) proof of the assignment, (ii) the identify (by contract number) of the specific contract to which the assignment applies, and (iii) the name of the assignee and he exact address or account information to which assigned payments should be made. (b) if contractor amends, modifies, or otherwise changes its name, its identify (including its trade name), or its corporate, partnership or other structure, or its FEIN, contractor shall provide the procurement officer prompt written notice of such change. (c) Any name change, transfer, assignment, or novation is subject to the conditions and required approvals.

**BANKRUPTCY (MODIFIED JAN 2006):** (a) Notice. In the event the Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, the Contractor agrees to furnish written notification of the bankruptcy to the District. This notification shall be furnished within two (2) days of the initiation of the proceedings relating to the bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of all District contracts against which final payment has not been made. This obligation remains in effect until final payment under this Contract. (b) Termination. This contract is voidable and subject to immediate termination by the District upon the contractor's insolvency, including the filing of proceedings in bankruptcy.

**CHOICE-OF-LAW (JAN 2006):** The Agreement, any dispute, claim, or controversy relating to the Agreement, and all the rights and obligations of the parties shall, in all respects, be interpreted, construed, enforced and governed by and under the laws of the State of South Carolina, except its choice of law rules. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation.

**CONTRACT DOCUMENTS and ORDER OF PRECEDENCE (MODIFIED FEB 2015):** (a) Any contract resulting from this solicitation shall consist of the following documents: (1) a Record of Negotiations, if any, executed by you and the Procurement Specialist, (2) documentation regarding the clarification of an offer, if applicable, (3) the solicitation, as amended, (4) modifications, if any, to your offer, if accepted by the Procurement Specialist, (5) your offer, (6) any statement reflecting the District's final acceptance (a/k/a "award"), and (7) purchase orders. These documents shall be read to be consistent and complementary. Any conflict among these documents shall be resolved by giving priority to these documents in the order listed above. (b) The terms and conditions of documents (1) through (6) above shall apply notwithstanding any additional or different terms and conditions in either (i) a purchase order or other instrument submitted by the District or (ii) any invoice or other document submitted by Contractor. Except as otherwise allowed herein, the terms and conditions of all such documents shall be void and of no effect. (c) No contract, license, or other agreement containing contractual terms and conditions will be signed by the District. Any document signed or otherwise agreed to by persons other than the Procurement Specialist shall be void and of no effect.

**DISCOUNT FOR PROMPT PAYMENT (MODIFIED JAN 2006):** (a) Discounts for prompt payment will not be considered in the evaluation of offers. However, any offered discount will form a part of the award, and will be taken if payment is made within the discount period indicated in the offer by the offeror. As an alternative to offering a discount for prompt payment in conjunction with the offer, offerors awarded contracts may include discounts for prompt payment on individual invoices. (b) In connection with any discount offered for prompt payment, time shall be computed from the date of the invoice. If the Contractor has not placed a date on the Solicitation #18-081 Family Consumer Science for CRHS



invoice, the due date shall be calculated from the date the designated billing office receives a proper invoice, provided the District annotates such invoice with the date of receipt at the time of receipt. For the purpose of computing the discount earned, payment shall be considered to have been made on the date that appears on the payment check or, for an electronic funds transfer, the specified payment date. When the discount date falls on a Saturday, Sunday, or legal holiday when Federal Government offices are closed and Government business is not expected to be conducted, payment may be made on the following business day

**DISPUTES (MODIFIED JAN 2006):** (1) Choice-of-Forum. All disputes, claims, or controversies relating to the Agreement shall be resolved exclusively by the Procurement Specialist in accordance with the District's Procurement Code, or in the absence of jurisdiction, only in the Court of Common Pleas for, or a federal court located in the State of South Carolina. Contractor agrees that any act by the government regarding the Agreement is not a waiver of either the government's sovereign immunity or the government's immunity under the Eleventh Amendment of the United State's Constitution. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation. (2) Service of Process. Contractor consents that any papers, notices, or process necessary or proper for the initiation or continuation of any disputes, claims, or controversies relating to the Agreement; for any court action in connection therewith; or for the entry of judgment on any award made, may be served on Contractor by certified mail (return receipt requested) addressed to Contractor at the address provided as the Notice Address on Page Two or by personal service or by any other manner that is permitted by law, in or outside South Carolina. Notice by certified mail is deemed duly given upon deposit in the United States mail.

**EQUAL OPPORTUNITY (JAN 2006):** Contractor is referred to and shall comply with all applicable provisions, if any, of Title 41, Part 60 of the Code of Federal Regulations, including but not limited to Sections 60-1.4, 60-4.2, 60-4.3, 60-250.5(a), and 60-741.5(a), which are hereby incorporated by reference.

**FALSE CLAIMS (JAN 2006):** According to the S.C. Code of Laws Section 16-13-240, "a person who by false pretense or representation obtains the signature of a person to a written instrument or obtains from another person any chattel, money, valuable security, or other property, real or personal, with intent to cheat and defraud a person of that property is guilty" of a crime.

**FIXED PRICING REQUIRED (JAN 2006):** Any pricing provided by contractor shall include all costs for performing the work associated with that price. Except as otherwise provided in this solicitation, contractor's price shall be fixed for the duration of this contract, including option terms. This clause does not prohibit contractor from offering lower pricing after award.

**NO INDEMNITY OR DEFENSE (MODIFIED FEB 2015):** Any term or condition is void to the extent it requires the District to indemnify, defend, or pay attorney's fees to anyone for any reason.

**NOTICE (MODIFIED JAN 2006):** (A) After award, any notices shall be in writing and shall be deemed duly given (1) upon actual delivery, if delivery is by hand, (2) upon receipt by the transmitting party of automated confirmation or answer back from the recipient's device if delivery is by telex, telegram, facsimile, or electronic mail, or (3) upon deposit into the United States mail, if postage is prepaid, a return receipt is requested, and either registered or certified mail is used. (B) Notice to contractor shall be to the address identified as the Notice Address on Page Two. Notice to the District shall be to the Procurement Specialist's address on the Cover Page. Either party may designate a different address for notice by giving notice in accordance with this paragraph.

**OPEN TRADE (JUNE 2015):** During the contract term, including any renewals or extensions, Contractor will not engage in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300.



**PAYMENT & INTEREST (MODIFIED FEB 2015):** (a) The District shall pay the Contractor, after the submission of proper invoices or vouchers, the prices stipulated in this contract for supplies delivered and accepted or services rendered and accepted, less any deductions provided in this contract. Unless otherwise specified herein, including the purchase order, payment shall not be made on partial deliveries accepted by the District. (b) Unless otherwise provided herein, payment will be made by check mailed to the payment address on "Page Two." (c) Contractor waives imposition of an interest penalty unless the invoice submitted specifies that the late penalty is applicable.

- All invoices for payment of purchases of goods or services shall be delivered to Fort Mill School District Administrative Office.
- All payment for purchases of goods or services shall be paid by the District within thirty (30) days after the acceptance of the goods or services and proper invoice, whichever is received later.

**PUBLICITY (MODIFIED JAN 2006):** Contractor shall not publish any comments or quotes by District employees, or include the District in either news releases or a published list of customers, without the prior written approval of the Procurement Specialist.

**PURCHASE ORDERS (MODIFIED JAN 2006):** Contractor shall not perform any work prior to the receipt of a purchase order from the District. The District shall order any supplies or services to be furnished under this contract by issuing a purchase order. Purchase orders may be used to elect any options available under this contract, e.g., quantity, item, delivery date, payment method, but are subject to all terms and conditions of this contract. Purchase orders may be electronic. No particular form is required. An order placed pursuant to the purchasing card provision qualifies as a purchase order.

**SURVIVAL OF OBLIGATIONS (JAN 2006):** The Parties' rights and obligations which, by their nature, would continue beyond the termination, cancellation, rejection, or expiration of this contract shall survive such termination, cancellation, rejection, or expiration, including, but not limited to, the rights and obligations created by the following clauses: Indemnification - Third Party Claims, Intellectual Property Indemnification, and any provisions regarding warranty or audit.

**TAXES (MODIFIED - JAN 2006):** Any tax the contractor may be required to collect or pay upon the sale, use or delivery of the products shall be paid by the District, and such sums shall be due and payable to the contractor upon acceptance. Any personal property taxes levied after delivery shall be paid by the District. It shall be solely the District's obligation, after payment to contractor, to challenge the applicability of any tax by negotiation with, or action against, the taxing authority. Contractor agrees to refund any tax collected, which is subsequently determined not to be proper and for which a refund has been paid to contractor by the taxing authority. In the event that the contractor fails to pay, or delays in paying, to any taxing authorities, sums paid by the District to contractor, contractor shall be liable to the District for any loss (such as the assessment of additional interest) caused by virtue of this failure or delay. Taxes based on Contractor's net income or assets shall be the sole responsibility of the contractor.

**TERMINATION DUE TO UNAVAILABILITY OF FUNDS (JAN 2006):** Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds thereof. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled. In the event of a cancellation pursuant to this paragraph, contractor will be reimbursed the resulting unamortized, reasonably incurred, nonrecurring costs. Contractor will not be reimbursed any costs amortized beyond the initial contract term.

**THIRD PARTY BENEFICIARY (JAN 2006):** This Contract is made solely and specifically among and for the benefit of the parties hereto, and their respective successors and assigns, and no other person will have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Contract as a third party beneficiary or otherwise.

**WAIVER (MODIFIED JAN 2006):** The District does not waive any prior or subsequent breach of the terms of the Contract by making payments on the Contract, by failing to terminate the Contract for lack of performance, or by failing to strictly or promptly insist upon any term of the Contract. Only the Procurement Specialist has actual authority to waive any of the District's rights under this Contract. Any waiver must be in writing.



## **VI. TERMS AND CONDITIONS -- Special**

**CISG (JAN 2006):** The parties expressly agree that the UN Convention on the International Sale of Goods shall not apply to this agreement.

**CONTRACT LIMITATIONS (JAN 2006):** No sales may be made pursuant to this contract for any item or service that is not expressly listed. No sales may be made pursuant to this contract after expiration of this contract. Violation of this provision may result in termination of this contract and may subject contractor to suspension or debarment.

**CONTRACTOR'S OBLIGATION – GENERAL (JAN 2006):** The contractor shall provide and pay for all materials, tools, equipment, labor and professional and non-professional services, and shall perform all other acts and supply all other things necessary, to fully and properly perform and complete the work. The contractor must act as the prime contractor and assume full responsibility for any subcontractor's performance. The contractor will be considered the sole point of contact with regard to all situations, including payment of all charges and the meeting of all other requirements.

**INDEMNIFICATION – THIRD PARTY CLAIMS – (MODIFIED NOV 2011):** Notwithstanding any limitation in this agreement, contractor shall defend and indemnify Fort Mill School District, its instrumentalities, agencies, departments, boards, political subdivisions and all their respective officers, agents and employees against all suits or claims of any nature (and all damages, settlement payments, attorney's fees, costs, expenses, losses or liabilities attributable thereto) by any third party which arise out of, or result in any way from any defect in the goods or services acquired hereunder or from any act or omission of contractor, its subcontractors, their employees, workmen, servants or agents. Contractor shall be given written notice of any suit or claim. District shall allow contractor to defend such claim so long as such defense is diligently and capably prosecuted through legal counsel. District shall allow contractor to settle such suit or claim so long as:

- a. all settlement payments are made by (and any deferred settlement payments are the sole liability of) contractor; and
- b. the settlement imposes no non monetary obligation upon the District.

The District shall not admit liability or agree to a settlement or other disposition of the suit or claim, in whole or in part, without the prior written consent of contractor. District shall reasonably cooperate with the contractor's defense of such suit or claim. The obligations of this paragraph shall survive termination of the parties' agreement.

**LICENSES AND PERMITS (MODIFIED JAN 2006):** During the term of the contract, the Contractor shall be responsible for obtaining, and maintaining in good standing, all licenses (including professional licenses, if any), permits, inspections and related fees for each or any such licenses, permits and /or inspections required by the State, county, city or other government entity or unit to accomplish the work specified in this solicitation and the contract.

**MATERIAL AND WORKMANSHIP (JAN 2006):** Unless otherwise specifically provided in this contract, all equipment, material, and articles incorporated in the work covered by this contract are to be new and of the most suitable grade for the purpose intended.

**OWNERSHIP OF DATA and MATERIALS (MODIFIED JAN 2006):** All data, material and documentation either prepared for the District pursuant to this contract shall belong exclusively to the District.

**RELATIONSHIP OF THE PARTIES (JAN 2006):** Neither party is an employee, agent, partner, or joint venturer of the other. Neither party has the right or ability to bind the other to any agreement with a third party or to incur any obligation or liability on behalf of the other party.

**WAIVER OF CLAIMS FOR CONSEQUENTIAL DAMAGES:** (1) The contractor and the District waive any and all claims, know or unknown, against each other for consequential damages arising out of or relating to this contract. This mutual waiver includes: (a) damages incurred by the District for loss of income, profit, financing, business and reputation, management or employee productivity or of the services of such persons; and (b) damages incurred by the contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the work. (2) This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination pursuant to a termination provision of this contract. Nothing contained in this paragraph shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the terms of this contract. This paragraph does not apply to any claim for equitable or contractual indemnification.



## Family Consumer Science - Wal-Mart List

QTY	ITEM	VENDOR	Unit Cost	Extended Cost
7	Tasty 3pc Glass Mixing Bowl Set	WALMART		
6	Farberware 22-Piece Never Needs Sharpening Knife Block Set	WALMART		
6	Nordic Ware 10" Sauté Pan, Aluminum, Lifetime Warranty, 10" X 10" X 2"	WALMART		
1	Best Choice Products Portable Folding 3 Step Ladder Steel Stool 300lb Heavy Duty Lightweight	WALMART		
8	Mainstays Measuring Spoon, Stainless Steel, Set of 4	WALMART		
7	Chef Craft Measuring Cup Set (4 Pieces), White	WALMART		
7	Mainstays Color Flexible Cutting Mat	WALMART		
7	goodcook Plastic Measuring Cup, 1 Each	WALMART		
7	Hamilton Beach Wave Crusher 14 Speed Blender Silver   Model# 54221	WALMART		
2	Cylinder Shaped Stainless Steel Airtight 2 Liter Food Storage Container Canister	WALMART		
1	Komax Oven Safe Rectangular Glass Food Storage Containers – Microwave & Freezer Safe - Airtight Lunchbox with Snap Locking Lids - BPA FREE - 3 Piece Set (35 oz)	WALMART		
8	Kashi Home 2 Piece Pot Holder & Oven Mitt Kitchen Accessories Set, Solid Color, Heat Resistant Insulation Glove Pad for Cooking, Black	WALMART		
7	Mainstays Multi-Colored Cotton Kitchen Towels, Set of 8	WALMART		
7	Rubbermaid Antimicrobial Sink Dish Rack Drainer Set, Black, 4-Piece Set	WALMART		
7	Mainstays Basic Cut Tray	WALMART		
7	Mainstays White 150-Watt 5-Speed Hand Mixer with Chrome Beaters	WALMART		
7	BRADSHAW INTERNATIONAL 23830 10x2 Wood Rolling Pin	WALMART		
14	Mainstays Non-Stick 12 Cup Cupcake Pan with Lid, 1 Each	WALMART		
12	Wilton Bake It Better 16" Pizza Pan	WALMART		
12	Wilton Bake It Better 9 x 5 Large Loaf Pan	WALMART		
12	Wilton Bake It Better 10" x 16" Cooling Grid	WALMART		
7	Wilton Bake It Better 3-Piece Cookie Sheet Pan Set, Non-Stick	WALMART		
7	Farberware 28 Piece Kitchen Utensil and Gadget Set	WALMART		
7	Heuck 4-Piece Stainless Steel Mixing Bowl and Strainer Set	WALMART		
7	Farberware 14-Piece Professional Kitchen Tool and Gadget Set	WALMART		
7	Cambridge Silversmiths 20-piece Flatware Set, Madison Satin	WALMART		

12	Corelle Livingware Winter Frost White 16-Piece Dinnerware Set	WALMART		
7	Wilton Ever-Glide Non-Stick Oblong Baking Pan, 13 x 9-Inch	WALMART		
12	Product TitleWilton Bake It Better 9" SquareCake Pan	WALMART		
12	Pyrex Easy Grab 9.5" Pie Plate	WALMART		
8	MW - Plastic Netted Cups 6 pcs (MW1913) - Main	WALMART		
2	Silicone Pot Holder, Trivet Mat, Jar Opener, Spoon Rest, and Garlic Peeler - 4 pc - by Somerset Home	WALMART		
2	Product TitlePresto Cool-touch Electric Griddle07047	WALMART		
7	Anchor Hocking Clear Glass Custard Cup, 4 Piece	WALMART		
1	Ktaxon 4 Step Platform Ladder, 330lbs Weight Capacity Lightweight Portable Space Saving Heavy Duty Folding Aluminum Step Stool, for Kitchen, Office, Bathroom, and Garage	WALMART		
2	Singer 3337 Simple 29-stitch Sewing Machine -	WALMART		
			<b>Total</b>	
			<b>Sales Tax</b>	
			<b>GRAND TOTAL</b>	<b>\$ _____</b>



## Family Consumer Science - Amazon List

QTY	ITEM	VENDOR	Unit Cost	Extended Cost
7	KitchenAid Artisan Tilt-Head Stand Mixer, Empire Red	Amazon		
1	6 Pack - Black Adjustable Bib Apron - 3 Pocket	Amazon		
1	6 Pack - Red Adjustable Bib Apron - 3 Pocket	Amazon		
1	6 Pack- Royal Blue Adjustable Bib Apron - 3 Pocket	Amazon		
1	6 Pack- Gray Adjustable Bib Apron- 3 Pocket	Amazon		
1	6 Pack- Green Adjustable Bib Apron- 3 Pocket	Amazon		
1	6 Pack- Purple Adjustable Bib Apron- 3 Pocket	Amazon		
2	4 Pack Rectangular Clear Plastic Trays, Heavyweight Disposable Serving Party Platters, 9" X 13", 8 per pack	Amazon		
1	Impressive Creations Clear Oval Plastic Serving Dish – Durable and Reusable Party Supply Tray – Perfect for Serving Appetizers, Finger Foods, and More – 11"X16"	Amazon		
1	Nasco's Nutrition Facts Toss-Up Ball - WA22011	Amazon		
2	Nasco Nutrition Question Quest Card Set - WA32003	Amazon		
2	Nasco's Measure Up - WA00360	Amazon		
2	AmazonBasics 4-Shelf Shelving Unit - chrome	Amazon		
2	Competition Kitchen Card Game   The Cooking Craze Party Game Without The Mess! A Creative Chef Game That Is Deliciously Fun!	Amazon		
1	Reston Lloyd 92600 Calypso Basics 2-Quart Microwave Safe Batter Bowl, Purple	Amazon		
1	Reston Lloyd 92600 Calypso Basics 2-Quart Microwave Safe Batter Bowl, Green	Amazon		
1	Reston Lloyd 92600 Calypso Basics 2-Quart Microwave Safe Batter Bowl, Blue	Amazon		
1	Reston Lloyd 92600 Calypso Basics 2-Quart Microwave Safe Batter Bowl, Black	Amazon		
1	Reston Lloyd 92600 Calypso Basics 2-Quart Microwave Safe Batter Bowl, Red	Amazon		
1	Reston Lloyd 92600 Calypso Basics 2-Quart Microwave Safe Batter Bowl, Turquoise	Amazon		
1	Reston Lloyd 92600 Calypso Basics 2-Quart Microwave Safe Batter Bowl, Orange	Amazon		
4	Colorations Bright Construction Paper Smart Pack	Amazon		
1	Crayola Broad Line Washable Markers, 200 Count	Amazon		
1	Crayola Assorted Paint Washable Paint Bottle	Amazon		
1	US Art Supply 10 Piece Large Flat Chubby Hog Bristle Children's Tempera and Artist Paint Brushes	Amazon		



1	Charles Leonard Creative Arts Flat Tip Paint Brushes, 7.5 inch	Amazon		
1	US Art Supply 20 Piece Large Round and Large Flat Hog Bristle Paint Brushes	Amazon		
1	Crayola 200 Ct Fine Line Markers, 10 Assorted Colors	Amazon		
1	Colorations Regular Colored Pencils - Set of 240	Amazon		
1	25 Pack Wood Rulers, 2Scale (12Inch and 30CM)	Amazon		
2	Elmer's All Purpose School Glue Sticks, Washable, 7 Gram, 30 Count	Amazon		
2	EXPO 1927526 Low-Odor Dry Erase Markers, Chisel Tip, 16-Count	Amazon		
1	X-ACTO School Pro Classroom Electric Pencil Sharpener, Blue, 1 Count	Amazon		
1	Homz Plastic Underbed Storage, Stackable Storage Bins with Blue Latching Handles, 60 Quart, Clear, 2-Pack	Amazon		
1	Crayola 240 Ct Colored	Amazon		
1	Crayola Classpack Assortment, 800 Regular Size Crayons	Amazon		
1	Light Speed Nutrition 2: Food Spectrum and Nutrients	Amazon		
6	McSunley 607 Medium Stainless Steel Prep N Cook Stockpot, 12 quart, Metallic	Amazon		
2	Copco 2555-0188 Non-Skid 3-Tier Spice Pantry Kitchen Cabinet Organizer, 15-Inch, White/Gray	Amazon		
1	School Smart Railroad Board, 22 x 28 Inches, 6-Ply, White, Pack of 25	Amazon		
3	2 Pack - SimpleHouseware Kitchen Cabinet Pantry and Bakeware Organizer Rack Holder, Silver	Amazon		
2	Springhill Cardstock Paper, White Paper, 110lb, 199gsm, 8.5 x 11, 92 Bright, 1 Ream / 250 Sheets - Index Card Stock, Thick Paper (015300R)	Amazon		
1	Duck HD Clear Heavy Duty Packaging Tape Refill,	Amazon		
1	Food Network Celebrates: Healthy Cooking	Amazon		
1	Best Food Ever	Amazon		
1	Super Size Me DVD	Amazon		
1	Vintage Kitchen Baking Tools Photo Art Print Poster 12x18 inch	Amazon		
1	Posters: Pasta Poster Art Print - Pasta (20 x 16 inches)	Amazon		
3	Rubbermaid rubbermaid2pk B01KU3IGYS 1 Gallon Classic Pitcher, Pack of 2 Colors, Coral-Blue, 2-Pack, Red	Amazon		
1	AmazonBasics Stapler with 1000 Staples - Black, 3-Pack	Amazon		



1	200/Box Clear Heavyweight Poly Sheet Protectors by Gold Seal, 8.5" x 11"	Amazon		
1	36 x 24 Inch Cork/Dry Erase Combo Board, Magnetic Presentation Whiteboard/Bulletin Combination Board	Amazon		
4	Dawn Ultra Dishwashing Liquid Dish Soap, Original Scent, 2 count, 56 oz. (Packaging May Vary)	Amazon		
3	Clorox Disinfecting Wipes Value Pack, Crisp Lemon and Fresh Scent - 3 Pack - 75 Each	Amazon		
4	Scotch-Brite Non-Scratch Scrub Sponge, 3-Sponges	Amazon		
2	Scotch-Brite Dobie All Purpose Pads, 3-Count (Pack of 4) Total 12 Pads	Amazon		
7	Silicone Sponge Dish Washing Kitchen Scrubber - Magic Food-Grade Antibacterial Dishes Multipurpose Better Sponges Non Stick Cleaning Mildew-Free Smart Kitchen Gadgets Brush Accessories	Amazon		
7	Professional Lysol Antibacterial Kitchen Cleaner Spray, Fresh Citrus Scent, 32oz	Amazon		

**TOTAL**  
**Sales Tax**  
**GRAND TOTAL \$ \_\_\_\_\_**



**Family Consumer Science - NASCO List**

QTY	ITEM	VENDOR	ITEM #	Unit Cost	Extended Cost
1	Nutrient Basics	Nasco			
1	Sharpie fine point markers	NASCO	9724289H191		
2	Sharpie fine point markers	NASCO	9717997(A)H191		
1	Nasco expanded portion kit	NASCO	WA31486H191		
6	Sunbeam Large Number Timer	NASCO	WA18401H191		
6	OXO POP Containers Good grips set	NASCO	WA31109H191		
4	Paper Baking Cups Medium Size	NASCO	WA09710H191		
7	3 Cup Sifter	NASCO	WA14118H191		
7	Oneida Pastry Blender	NASCO	WA33453H191		
7	Egg Separator	NASCO	WA26630H191		
3	wilton 101 Piece Cookie Cutter Set	NASCO	WA34811H191		
7	Ateco Professional Baking Spatulas	NASCO	WA15586H191		
4	Wilton Deluxe Tip Set	NASCO	WA31892H191		
6	Nasco disposable decorating bags	NASCO	WA22268H191		
2	Nasco Kitchen tools and gadgets card game	NASCO	WA10354H191		
2	essentials basting brushes	NASCO	WA29409H191		
1	Rachel Ray 14 pce Porcelain cookware set Orange	NASCO	WA34371(X)H191		
2	Rachel Ray 14 pce Porcelain cookware set Red	NASCO	WA34371(X)H191		
2	Rachel Ray 14 pce Porcelain cookware set Blue	NASCO	WA34371(X)H191		
1	Rachel Ray 14 pce Porcelain cookware set Purple	NASCO	WA34371(X)H191		
1	Rachel Ray 14 pce Porcelain cookware set Green	NASCO	WA34371(X)H191		
3	Pyrex Baking 2 pce basic set	NASCO	WA34243H191		
6	Nordic ware two burner griddle king	NASCO	WA20568H191		
7	Box grater	NASCO	WA29177H191		
6	Spiral Slicer	NASCO	WA33243H191		
2	Sunbeam Digital thermometer	NASCO	WA26353H191		
7	OXO expandable utensil organizer	NASCO	WA35079		
2	Swirl tumbler set	NASCO	WA32972H191		
2	Vollrath fast food trays	NASCO	WA28150H191		
2	Vollrath fast food trays	NASCO	WA28152H191		



2	Vollrath fast food trays	NASCO	WA28151H191		
1	Dust pan and Broom	NASCO	187WA35395H191		
8	Skoy Cleaning Cloths	NASCO	WA35170H191		
1	Tuffy Mobile cart	NASCO	WA04058H191		
1	Stainless Steel Tables (60" wide)	NASCO	Z49016H191		
1	Kitchen Equipment Set	NASCO	WA28888H191		
6	Taylor Meat Dial Thermometer	NASCO	WO2037H191		
10	Cutting Board Rack	NASCO	WA27685H191		
8	Grip EZ cutting boards	NASCO	WA33373(X)H191		
6	12" Nordick stir fry Pan	NASCO	WA28661H191		
1	glogerm Ultra bright Kit	NASCO	WA28161H191		
2	Fruit and Vegetable Trivia Game	NASCO	WA33142H191		
1	Myplate Poster (24x36)	NASCO	WA29831H191		
1	Myplate Trivia	NASCO	SB48597		
25	Armada Precision Classroom scissors	NASCO	9718528H191		
6	High Temperature Glue Gun	NASCO	9731442h191		
12	All temp dual purpost glue sticks	NASCO	9708336h191		
15	Elmer's school glue	NASCO	1100270H191		
10	Removable mounting tape	NASCO	9707464H191		
10	Masking Tape	NASCO	9701126H191		
1	Storage Cart	NASCO	TB25856H191		
5	Latch Box Clear Storage Containers	NASCO	WA34457H191		
1	Fruits and vegetables by color poster set	NASCO	WA29813H191		
1	MYplate trivia	NASCO	SB48597		

**Total  
Sales Tax**

**GRAND TOTAL      \$**



### ECE Classroom - NASCO List

QTY		VENDOR	ITEM#	Unit Cost	Extended Cost
1	Sharpie fine point markers	NASCO	9724289H191		
2	Sharpie fine point markers	NASCO	9717997(A)H191		
28	Armada Pecision Classroom scissors	NASCO	9718528H191		
8	High Temperature Glue Gun	NASCO	9731442h191		
30	All temp dual purpost glue sticks	NASCO	9708336h191		
20	Elmer's school glue	NASCO	1100270H191		
10	Removable mounting tape	NASCO	9707464H191		
3	Masking Tape	NASCO	9701126H191		
5	Pacon® Polyester Stems - Pkg. of 100	NASCO	9703248(H)		
2	Pom-Poms - Bag of 300	NASCO	9703637		
2	<u>NASCO ECONOMY WASHABLE TEMPERA PAINT, SET OF 12 PINTS</u>	NASCO	9728017		
5	Assorted Felt Pieces - Pkg. of 25 - 9 in. x 12 in.	NASCO	9728541		
3	Rex® Sharps Needles	NASCO	WA07524		
1	Common Childhood Illnesses: Diagnosis and Treatment	Nasco			
1	Nutrient Basics	Nasco			
1	Birth Defects: Causes and Preventions	Nasco			

**Total  
Sales Tax**

**GRAND TOTAL \$ \_\_\_\_\_**



### ECE Classroom - NASCO List

QTY		VENDOR	ITEM#	Unit Cost	Extended Cost
1	Sharpie fine point markers	NASCO	9724289H191		
2	Sharpie fine point markers	NASCO	9717997(A)H191		
28	Armada Pecision Classroom scissors	NASCO	9718528H191		
8	High Temperature Glue Gun	NASCO	9731442h191		
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3	Rex® Sharps Needles	NASCO	WA07524		
1	Common Childhood Illnesses: Diagnosis and Treatment	Nasco			
1	Nutrient Basics	Nasco			
1	Birth Defects: Causes and Preventions	Nasco			

**Total  
Sales Tax**

**GRAND TOTAL \$ \_\_\_\_\_**