



INVITATION FOR BIDS
DUE DATE FOR BID: 12 pm (EST) July 31, 2024

Refer all inquiries in writing to:

Belva Lovitt

Email: blovitt@sampson.k12.nc.us

Items: Classroom Tablets

Bid Number: 820-SCS-073124-Tablets

Source of Funds: Federal, State, Local

Agency:

Sampson County Schools
Technology Department
437 Rowan Road
Clinton, NC 28328

Notice to Bidders:

Sealed bids, subject to the conditions made a part hereof, will be received up until 12 pm EST on Thursday, July 31, 2024. Refer to page 2 for proper mailing instructions.

Bids are subject to rejection unless submitted on this form.

Execution:

In compliance with this Invitation for Bids (IFB), and subject to all the conditions herein, the undersigned offers and agrees to furnish and deliver any or all items upon which prices are bid, at the prices set opposite each item within the time specified herein. By executing this bid, I certify that this bid is submitted competitively and without collusion (GS. 143-54), that none of our officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that we are not an ineligible vendor as set forth in G.S. 143-59.1. False certification is a Class I felony.

Failure to execute/sign bid prior to submission shall render bid invalid. Late bids are not acceptable.

BIDDER:	Federal ID or Social Security No:		
Street Address:	P. O. Box:		Zip:
City & State & Zip:	Phone:		Toll Free No:
Type or Print Name & Title of Person Signing:			Fax No:
Authorized Signature:	Date:	E-Mail:	

Offer valid for 60 days from date of bid opening unless otherwise stated here: August 5th to January 31, 2025. (See Instructions to Bidders, Item 2).

Bid Instructions:

1. All replies are required to be submitted to:
<https://www.dropbox.com/request/m5tgXbtEonCs4IWqkbUK> by Wednesday, July 31, 2024, at 5 p.m. (ET).
2. All replies must be valid for a period of August 5th to January 31, 2025.
3. All replies must reference RFP number: 820-SCS-073124-Tablets.
4. All replies must be broken down by line items as indicated in the Item Detail and Bid Sheet (page 5) of this RFP.
5. All replies must include 3 company references.
6. Questions: Should be submitted by email to blovitt@sampson.k12.nc.us prior to **Thursday, July 24, 2024, at 12pm.**
 - a. All emails must reference **RFP #820-SCS-073124-Tablets** in the subject line.
7. All responses to questions will be answered on the SCS Procurement Website:
(<https://www.sampson.k12.nc.us/o/scs/page/procurement>) by July 25th at 5pm, **no answers will be emailed.**
8. It is the responsibility of the bidder to have the bid in this office by the specified time.
9. Bid opening is on August 5th at 8 am @ 437 Rowan Road, Clinton, NC.

Submission of Bids:

One electronic copy of your response should be submitted in accordance with the bidder instructions. Offerors are hereby notified that awards may be made without further discussion. Proposals should therefore be made initially on the best terms available.

Shipping Charges:

FOB – Destination. Freight charges must be included in the price. Delivery shall be made to: SCS Warehouse, Attn: Belva Lovitt, 2081 Indian Town Rd, Clinton, NC 28328, (910) 592-4111 ext.: 22237, unless otherwise stated in the Purchase Order.

Purchase the Following Items:

Award Criteria: As provided by statute, award will be based on the lowest and best bid(s) (most advantageous to SCS) as determined by consideration of:	
1. Prices offered.	5. Conformity of Product Specifications.
2. Delivery/installation schedule offered.	6. References Quality of products offered.
3. General reputation and performance capabilities of the bidders.	7. Vendor References
4. Conformity with terms and conditions of this Bids.	

Devices as identified on the attached Item Detail & Bid Sheet. Items referenced and specified herein are based upon a particular manufacturer but are used for the purpose of identification and to establish a general quality level. Such references are not intended to be restrictive, and functionally equivalent products of other manufacturers will be considered. However, bidders are cautioned that any deviation from specifications must be pointed out in their bid. Sampson County Schools (SCS) shall determine functional equivalency. SCS shall not be obligated to accept deviations if deemed not to be in the best interest of SCS. Quantities shown are not a guarantee of purchases during the period of July 31, 2024, to January 31, 2025. The figures could be more or

less. Please consider this when you are submitting a bid.

***SCS reserves the right to waive any minor informality or technicality in bids received.**

Bid Evaluation: Bids are requested on the items and/or equipment as hereinafter specified. Bidders are cautioned that any/all information furnished or not furnished on this bid may be used as a factor in determining the award of this contract.

Basis for Rejection: Sampson County Schools reserves the right to reject any and all offers, in whole or in part, by deeming the offer unsatisfactory as to quality or quantity, delivery, price or service offered: non-compliance with the requirements or intent of this solicitation; lack of competitiveness; error(s) in specifications or indications that revision would be advantageous to Sampson County Schools; cancellation or other changes in the intended project, or other determination that the proposed requirement is no longer needed; limitation or lack of available funds; circumstances that prevent determination of the best offer; or any other determination that rejection would be in the best interest of Sampson County Schools.

Descriptive Literature: All bids must be accompanied by complete and descriptive literature, specifications, and other pertinent data necessary for evaluation of the proposed devices. Bid responses without sufficient technical documentation may be rejected.

Samples: Samples are not required prior to bid opening date; however, if required later, bidder agrees to furnish samples of items offered at no expense to SCS within two (2) business days after request is made by SCS. Bids which do not comply with these requirements will be subject to rejection.

Budgetary Limitations: Should it become necessary, based upon budgetary limitations, SCS reserves the right to reduce or increase quantities. Therefore, bidders must include freight in the "each" pricing for each line item, as well as identifying a per unit installation cost for each line item if applicable.

Timeline for Complete Order: SCS reserves the right to order portions of the total items in phases, not to exceed two-hundred days from the date the bid is awarded. The price listed must be offered to Sampson County Schools for the period of August 5, 2024 through January 31, for additional orders of the product listed in this bid.

Delivery and Installation: Items called for herein will be furnished, delivered, off-loaded and left ready for use in accordance with the requirements stated herein. All items must be pre-assembled upon arrival. All shipping cartons, packages, etc. must include the applicable SCS purchase order number clearly marked on the package or included on a packing slip/list with the package. SCS reserves the right to consider the delivery time offered as a factor in the award of contract.

Deviations: Deviations from specifications and requirements must be documented on a separate sheet and attached to your bid. Item(s) offered is (are) in strict compliance with these specifications and requirements, and the successful bidder will be held responsible, therefore. Bidder is advised that the response (or lack thereof) on this question does not take precedence over

specific responses or non-responses provided elsewhere in this bid.

Late Bids: Regardless of cause, a late bid will not be accepted and will automatically be disqualified from consideration. It shall be the Vendor's sole risk to ensure delivery at the designated office by the designated time. Late bids will not be opened and may be returned to the Vendor at the expense of the Vendor or destroyed if requested.

Award Notification: After the bids have been evaluated and an award has been made, each vendor who submitted a bid will be notified of the award. The award may not be made for several weeks dependent upon the complexity of the acquisition and the length of time to complete the evaluation process.

TERMS AND CONDITIONS

1. **Read, Review, and Comply:** It shall be the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein.
2. **Notice to Vendors:** SCS objects to and reserves the right to reject any additional terms and conditions submitted with an Offeror's response. This applies to any language appearing in or attached to the document as part of the Offeror's response. By execution and delivery of this Request for Proposal and response(s), the Offeror agrees that any additional terms and conditions, whether submitted purposely or inadvertently, shall have no force or effect, unless specifically accepted in writing by SCS. The Offeror shall identify on a separate document any additional terms and conditions that are submitted with the Offeror's response.
3. **Award of Contract:** As directed by statute, qualified bids will be evaluated and acceptance may be made of the lowest and best bid most advantageous to SCS as determined upon consideration of such factors as: prices offered; the quality of the articles offered; the general reputation and performance capabilities of the bidders; the substantial conformity with the specifications and other conditions set forth in the bid; the suitability of the articles for the intended use; the related services needed; the date or dates of delivery and performance; and such other factors deemed by SCS to be pertinent or peculiar to the purchase in question. Unless otherwise specified by SCS or the bidder, SCS reserves the right to accept any item or group of items on a multi-item bid. SCS also reserves the right to reject any and all bids. In addition, on TERM CONTRACTS, SCS reserves the right to make partial, progressive, or multiple awards: where it is advantageous to award separately by items; or where more than one supplier is needed to provide the contemplated requirements as to quantity, quality, delivery, service, geographical areas; other factors deemed by SCS to be pertinent or peculiar to the purchase in question.
4. **Award Procedures:** Contract award notice shall be posted on SCS website. Contract award notices are sent only to those awarded contracts, and not to every person or firm responding to this solicitation.
5. **Governing Laws:** This contract is made under and shall be governed and construed in accordance with the laws of the State of North Carolina.

Sampson County Schools
Item Detail & Bid Sheet
RFP#: 820-SCS-073124-Tablets

Bidder Name: _____

DESCRIPTION / SPECIFICATIONS	ESTIMATE D QUANTITY	ESTIMATED DELIVERY DAYS AFTER RECEIPT OF ORDER	UNIT PRICE without Tax	TAX	Shipping	Total Unit Cost
Apple iPad A2197 - 9th Generation (or equivalent) • IOS • 64 GB • 10.2” screen • 3.5 mm Headphone jack • Power cord	100+/-					
3 yr. Apple-Care	100+/-					
Case for tablet (equivalent to the STM Dux Plus Duo Case for iPad (9th Generation)	100+/-					