

INVITATION TO BID

STATE OF LOUISIANA

Calcasieu Parish School System
Office of Purchasing


Calcasieu Parish School Board
Karl Bruchhaus, Superintendent
3310 Broad Street
Lake Charles, LA 70615

BIDS WILL BE PUBLICLY OPENED:

Date & Time: 3/16/16 @ 2:00 P.M.

SOLICITATION # : 2017-01
OPENING DATE : Mar 16, 2016

VENDOR NAME AND ADDRESS
Schneider Paper
4800 North ST
Baton Rouge, LA 70806

**FILL IN VENDOR NAME AND CONTACT NAME,
ADDRESS ABOVE, BEFORE SUBMITTING BID.**

RETURN BID TO

Joseph E. Feucht
Supervisor of Purchasing
Calcasieu Parish School System
3310 Broad Street Room 1300
Lake Charles, LA 70615

BUYER : STEVE WIESCHHAUS
BUYER PHONE : (337) 217-4000
REQ. DEPARTMENT : CENTRAL WAREHOUSE
OFFICE OF PURCHASING
VENDOR PHONE :
FISCAL YEAR : 2017
SCHEDULED END DATE : Mar 16, 2016

ITEM(S) FOR: JANITORIAL SUPPLIES FOR THE 2016/2017 SCHOOL YEAR

TO BE COMPLETED BY VENDOR

- 14-21
1. DELIVERY WILL BE MADE IN THIS NUMBER OF DAYS AFTER RECEIPT OF PURCHASE ORDER
 2. 0 % CASH DISCOUNT FOR PROMPT PAYMENT IF MADE WITHIN THIRTY (30) DAYS. CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN ONE (1) PERCENT WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN AWARD DETERMINATION.
 3. NA BID REFERENCE NUMBER. (THIS NUMBER WILL APPEAR ON RESULTING PURCHASE ORDER OR CONTRACT).

INSTRUCTIONS TO BIDDERS

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS
2. ALL BID PRICES **MUST** BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATIONS TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER.
3. THIS BID IS TO BE SIGNED MANUALLY IN INK UNLESS SUBMITTED ELECTRONICALLY IN ACCORDANCE WITH CURRENT STATE STATUTES.
4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. LAKE CHARLES, LA OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C. O. D." REQUIREMENTS ARE NOT ACCEPTABLE. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER. NO "SHORT PAYMENT" OF INVOICES ARE ALLOWED
5. PERFORMANCE BOND OR IRREVOCABLE LETTER OF CREDIT BY SUCCESSFUL VENDOR ON ALL ORDERS WILL BE 50%
6. DESIRED DELIVERY 45 DAYS AFTER RECEIPT OF ORDER OR SOONER

ANY QUESTIONS ABOUT ANY ITEM SHOULD BE DIRECTED TO BUYER AND PURCHASING DEPARTMENT.

CONDITIONS CONTINUED ON NEXT PAGE

VENDOR PHONE NUMBER: TITLE Sales DATE 3-11-16
FAX NUMBER: (225) 201-9789

SIGNATURE OF BIDDER (MUST BE SIGNED) *Stuart M. Schneider*

STANDARD TERMS & CONDITIONS

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7. TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER, OR SUBMITTED IN THE SPECIAL ENVELOPE IN FURNISHED FOR THAT PURPOSE

8. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION

9. IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIED COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIED THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO. 30). ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN

10. ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.

11. CONFERENCE:
IN SOME CASES, NON-MANDATORY PRE-BID CONFERENCES MAY BE HELD.

12. BID FORMS.
ANY WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED:

A. BID CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND;

B. BID FILLED OUT IN PENCIL; AND

C. BID NOT SUBMITTED ON THE DISTRICT'S STANDARD FORMS.

D. BIDS WITH MORE THAN ONE PRICE PER ITEM

BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. TELEGRAPHIC AND FAX ALTERATIONS TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED FORMAL BID AND WRITTEN ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING TIME. ENTIRE BID SHOULD BE RETURNED, EXCEPT ITEM PAGES NOT BID.

13. STANDARDS OF QUALITY.
ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFICATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR THE PURPOSE OF DESCRIBING THE STANDARD OF QUALITY, PERFORMANCE, AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.

14. DESCRIPTIVE INFORMATION.
BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR CALCASIEU PARISH SCHOOL BOARD TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER MUST STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESSFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.

15. BID OPENING.
BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE CALCASIEU PARISH SCHOOL BOARD DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED UNLESS VENDOR HAS PROVIDED A SELF-ADDRESSED STAMPED ENVELOPE IN ORIGINAL BID PACKET.

16. AWARDS.
THE CALCASIEU PARISH SCHOOL BOARD RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS THAT ARE IN THE BEST INTEREST OF THE CALCASIEU PARISH SCHOOL BOARD.

17. PRICES.
UNLESS OTHERWISE SPECIFIED BY THE CALCASIEU PARISH SCHOOL BOARD IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID TO OUR DOCK AT 3310 BROAD STREET. PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD NOT TO EXCEED ONE CALENDAR YEAR. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.

18. DELIVERIES.
BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION AS INDICATED BY THE BIDDER.

19. TAXES.
VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. AS A POLITICAL SUBDIVISION IN THE STATE OF LOUISIANA IN ACCORDANCE WITH STATUTE, THE CALCASIEU PARISH SCHOOL SYSTEM IS EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.

20. NEW PRODUCTS.
UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION.

21. CONTRACT RENEWALS.
UPON AGREEMENT OF THE CALCASIEU PARISH SCHOOL BOARD AND THE VENDOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.

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22. CONTRACT CANCELLATION.
THE CALCASIEU PARISH SCHOOL BOARD HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE, INCLUDING BUT NOT LIMITED TO, THE FOLLOWING:

- (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT;
- (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION;
- (3) MISREPRESENTATION BY THE VENDOR;
- (4) FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE DISTRICT;
- (5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW;
- (6) ANY OTHER BREACH OF CONTRACT.

23. DEFAULT OF CONTRACTOR.
FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE DISTRICT HAS DETERMINED THE VENDOR TO BE IN DEFAULT, THE DISTRICT RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.

24. ORDER OF PRIORITY.
IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.

25. APPLICABLE LAW.
ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.

26. COMPLIANCE WITH CIVIL RIGHTS LAWS.
BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER AGREES NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION WITHOUT REGARD TO RACE, COLOR, RELIGION, SEXUAL ORIENTATION, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE, SHALL BE GROUNDS FOR TERMINATION OF ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION.

27. SPECIAL ACCOMMODATION.
ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN SEVEN DAYS PRIOR TO THE BID OPENING DATE OF THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID OPENING.

28. INDEMNITY.
VENDOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE CALCASIEU PARISH SCHOOL BOARD, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE VENDOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE VENDOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE DISTRICT, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.

29. OTHER CONDITIONS.
VENDOR AGREES IN THE SUBMISSION OF HIS/HER BID THAT THEY FULLY UNDERSTAND THE CONDITIONS SET FORTH IN WHICH A PERFORMANCE BOND OF FIFTY (50) PERCENT IS REQUIRED ONLY FOR THOSE ITEMS IN WHICH THE VENDOR WAS THE SUCCESSFUL BIDDER. VENDOR ALSO ACKNOWLEDGES THAT THIS BOND SHALL BE SUBMITTED WITHIN TEN (10) WORKING DAYS AFTER NOTIFICATION OF AWARD IS GIVEN UNLESS ADDITIONAL TIME IS AGREED TO BY CPSB AND ITS AGENT IN CHARGE OF THIS BID.

30. SIGNATURE AUTHORITY.
IN ACCORDANCE WITH L.R.S. 39:1594 (ACT 121), THE PERSON SIGNING THE BID MUST BE:
1. A CURRENT CORPORATE OFFICER, PARTNERSHIP MEMBER OR OTHER INDIVIDUAL SPECIFICALLY AUTHORIZED TO SUBMIT A BID AS REFLECTED IN THE APPROPRIATE RECORDS ON FILE WITH THE SECRETARY OF STATE; OR
2. AN INDIVIDUAL AUTHORIZED TO BIND THE VENDOR AS REFLECTED BY A CORPORATE RESOLUTION, CERTIFICATE OR AFFIDAVIT; OR
3. OTHER DOCUMENTS INDICATING AUTHORITY WHICH ARE ACCEPTABLE TO THE PUBLIC ENTITY.

Bid Delivery Instructions for Calcasieu Parish School System:

BIDDERS ARE HEREBY ADVISED THAT THE U.S. POSTAL SERVICE DOES NOT ALWAYS MAKE DELIVERIES TO OUR PHYSICAL LOCATION.

Bids may be mailed through the U.S. Postal Service to our Box at:
 Purchasing Department
 P.O. Box 800
 Lake Charles, LA 70601-0800

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Bids may also be delivered by hand or courier service to our physical location as follows:

Purchasing Department
Room 1300
3310 Broad Street
Lake Charles, LA 70615

Bids may also be submitted electronically in accordance with Act 690 of the 2008 Louisiana Legislature at

www.centralbidding.com

EXTREMELY IMPORTANT

BIDDER IS SOLELY RESPONSIBLE FOR ENSURING THAT ITS COURIER SERVICE PROVIDER MAKES INSIDE DELIVERIES TO OUR PHYSICAL ROOM NUMBER LOCATION NOTED ABOVE. BIDS SPECIFICALLY NOT DELIVERED TO ROOM 1300 AT THE ABOVE ADDRESS BY COURIER OR USPS WILL NOT BE CONSIDERED.

BID DELIVERY DELAYS: The Calcasieu Parish School System is not responsible for any delays caused by the bidder's chosen means of bid delivery. Bidder is solely responsible for the timely delivery of its bid. Failure to meet the bid opening date and time shall result in rejection of the bid.

PUBLICIZING AWARDS: In accordance with bid provisions, unsuccessful bidders will be notified of the award provided they submit with their bid a self-addressed stamped envelope requesting this information.

Terms & Conditions: This solicitation contains all terms and conditions with respect to the items herein. Any vendor contracts, forms, terms or other materials submitted with bid may cause bid to be rejected.

The purchase order is the only binding document to be issued against this contract. Signing of vendor's forms is not allowed.

Substitutes: Only brands and numbers stated in the award are approved for delivery under this contract and any substitution must receive "prior" written approval of the Supervisor of Purchasing or his designee.

Price Reductions: Whenever there is a reduction in price, which is lower than originally submitted on bid, that is offered to similar customers contracting for the same period and under the same terms and conditions, said reduction must be presented directly to the Supervisor of Purchasing for the Calcasieu Parish School System. All price offers apply to all entities of the Calcasieu Parish School Board.

Invoices: Invoices for items on purchase orders will be submitted to the Calcasieu Parish School System Accounts Payable Department. Invoices MUST include the purchase order number and shall have reference to the delivery ticket number, delivery date, quantities, unit prices and delivery point. A separate invoice for each order delivered and accepted shall be submitted by the vendor in duplicate directly to the Accounts Payable Department. Invoices shall show the amount of any cash discount and shall be submitted on the vendor's own invoice form.

Payment: Payments to invoices will be made either on the basis of unit price as listed in this contract for items received only. Back ordered items, damaged or "pending" replacement items will not be paid until all items are received. These payments in no way relieve the vendor of his responsibility to effect shipment of the balance of any order. Payment will be made to vendor at address shown on the order. The Calcasieu Parish School System cannot "shorty-pay" any invoice as it would be in violation of district accounting policies.

Vendor List: The bidder who signs the bid will be designated as prime vendor on any aspect of this solicitation. If additional vendor distributors are authorized to fulfill in whole or part any portion of this solicitation, the bidder must submit with the bid a list of those additional authorized agents or distributors, including the complete business address. The prime vendor will be responsible for the actions of any distributor and/or authorized agents listed.

Contractual Period: The Calcasieu Parish School Board intends to award all items in this solicitation for an initial period not to exceed 12 months. Delays in awarding beyond the anticipated starting date may result in a change in the contract period. If this situation occurs, an award may be made for less than twelve (12) months.

Quantities: This is an open-ended requirements solicitation. Quantities shown are based on previous usages or estimates. Where usage is not available, a quantity of one (1) may indicate a lack of history on the item. The successful bidder must supply at bid prices actual requirements as ordered whether the total of such requirements is more or less than the quantities shown.

CDBG/EOC Compliance Rider: By submitting and signing this bid, the bidder certifies that he agrees to adhere to the mandates dictated by Section 3 of the Housing and Urban Development Act of 1968 as amended in section 109 of the housing and community act of 1974.

Certification of No Suspension or Debarment: By signing and submitting any bid for \$25,000 or more, the bidder certifies that their company, any subcontractors, or principals are not suspended or debarred by the General Services Administration (GSA) in accordance with the requirements in OMB Circular A-133

A list of parties who have been suspended or disbarred can be viewed via the Internet at www.epls.gov

| STANDARD TERMS & CONDITIONS | INVITATION TO BID | |
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| <p>Contract Performance Evaluation: In an effort to improve our solicitations to meet the needs of the individuals we serve, the vendor's performance will be monitored. Individual feedback will be requested regarding customer service, delivery, product quality, billing, overall effectiveness of the contract, and any needed changes. Their responses will be considered in determining our options for renewals or revisions and rebidding. To view the content of the contract performance evaluation, please go to: www.cpsb.org and select the tab entitled "Current Bids". Individual reports of deficient performance will be appropriately addressed during the term of this contract.</p> <p>Extensions: At the option of the Calcasieu Parish School System and acceptance by the vendor, this contract may be extended for two additional twelve (12) month periods at the same price, terms and conditions. Total contract time may not exceed thirty-six (36) months.</p> <p>Licensing: Bidders must be properly licensed by the State of Louisiana in order to conduct business through this contract. In areas of solicitation where no license is required, bidder must be currently registered with the State of Louisiana, Secretary of State Corporations Database. Failure to be currently registered shall be reason for bid rejection.</p> <p>Permitting: By signing this document, the bidder assures the Calcasieu Parish School System that he has obtained all required permits and or certificates necessary to legally perform business transactions within the jurisdiction of the Parish of Calcasieu, and the State of Louisiana</p> | | |
| <p>.....</p> <p>END-Standard Terms & Conditions (The following pages are Product Specifications and Pricing Sheets)</p> <p>.....</p> | | |
| <p>ADDITIONAL SPECIFICATIONS FOR BID</p> | | |
| <ul style="list-style-type: none"> • See attached for specifications and pricing submissions. • All items MUST be stretch-wrapped on pallets to protect from damage • Deliveries should be made between June 1 and June 15, 2016. • Items 41A & 41B <u>TO BE DELIVERED ON AN AS-NEEDED BASIS.</u> • Bidders proposing an "equivalent" brand or model should submit with the bid PHYSICAL SAMPLES of each item, sufficiently labeled, for the Calcasieu Parish School Board to evaluate quality, suitability and compliance with the specifications in this solicitation. | | |
| <p><u>FOR SUCCESSFUL BIDDER – A PERFORMANCE BOND OR IRREVOCABLE LETTER OF CREDIT WILL BE REQUIRED VALUED AT 50% OF CONTRACT AMOUNT WITHIN 10 DAYS OF ISSUANCE OF PURCHASE ORDER</u></p> | | |

| Item# | Product Description | QTY | UNIT | UNIT PRICE | TOTAL PRICE | PRODUCT NO. |
|-------|---|-------|-------|------------|-------------|-------------------------|
| 1 | BAGS PLASTIC FOR MOBILE CART 6BU. CAPACITY, CONTINENTAL #276-6 TO BE USED WITH CONTINENTAL HUSKIE CART #275. CPSPB #90030220 | 358 | EACH | | | |
| 2 | BOTTLES PLASTIC 22 OR 24 OZ WITHOUT TRIGGER SPRAYER, CONTINENTAL 9228 OR EQUAL. CPSPB #90030650 | 750 | EACH | | | |
| 3 | BRILLO SOAP PADS, 2" X 2", 10, 12 OR 15 PADS PER BOX. CPSPB #90032180 | 75 | CASE | | | |
| 4 | BROOMS, WAREHOUSE, 100% CORN, 58" LONG, HEAVY METAL BAND WITH 4 ROWS OF STITCHING, WOOD HANDLE, CONTINENTAL E503028 OR EQUAL, CPSPB #90032360 | 600 | EACH | | | |
| 5 | TOILET BOWL BRUSHES, 18" MIN. OVERALL LENGTH, CURVED TO FIT BOWL EMPIRE #1018, WRIGHT BENNET PROLINE #8217, CPSPB #90032500 | 364 | EACH | | | |
| 6 | TOILET BOWL MOP, 4 1/2" STRANDS OF ACID-RESISTANT POLYPROPYLENE YARN, 12" PLASTIC HANDLE, WHITE, CPSPB #90032501 | 180 | EACH | | | |
| 7 | BULBS, INCANDESCENT LIGHT #60A, A19CL60/1, 60 WATT, 120 VOLTS, MEDIUM BASE, CPSPB #90034660 | 240 | EACH | | | |
| 8 | BULBS, INCANDESCENT LIGHT #100A, A19CL100/1, 100 WATTS, 120 VOLTS, MEDIUM BASE, CPSPB #90034720 | 240 | EACH | | | |
| 9 | JANITOR MOBILE CART AND 6-BUSHEL CAPACITY CANVAS BAG CONTINENTAL HUSKIE 275, BLUE X FRAME FOLDING CART, CPSPB #90100230 | 30 | BAGS | | | |
| 10 | URINAL SCREEN WITH DEODORIZER BLOCK, PLIABLE SCREEN TRAPS DEBRIS, PROTECTS DRAINS AND DEODORIZES, ASSORTED FRAGRANCE, DESIGN TO RELEASE FRAGRANCE AND REDUCE SPLASHBACK, 12 UNITS PER BOX, CONTINENTAL 165-4, CPSPB #90102192 | 350 | BOX | | | |
| 11 | ***175 CASES OF CITRUS AND 175 CASES OF STRAWBERRY*** DEODORANT BLOCKS, 2 1/4" X 1" 12 BLOCKS PER TUBE, 12 TUBES PER CASE, 144/CASE, CHERRY SCENT, Must Supply MSDS! CPSPB #90102180 | 25 | CASES | | | |
| 12 | EZ FOAM SOAP DISPENSER #9941GRA, CPSPB #90102352 | 132 | EACH | | | |
| 13 | DUST PANS, 14" W X 10" L X 3 1/2" H, WITH 32" ALUMINIUM HANDLE, CONTINENTAL 912, CPSPB #90102760 | 192 | EACH | | | |
| 14 | FIRE ANT KILLER, HI YIELD, 10 LB BAG, GRANULES, CPSPB #90200620 | 383 | BAG | | | |
| 15 | FLOOR SIGNS, *CAUTION-WET FLOOR*, YELLOW #6109, RUBBERMAID OR EQUAL, CPSPB #90200900 | 84 | EACH | | | |
| 16 | GLASSES, SAFETY, CLEAR, #SER3275 OSHA APPROVED WITH PLASTIC COATED LENSE SIDE SHIELDS, CPSPB #90220010 | 72 | PAIR | | | |
| 17 | GLOVES, LINED, LATEX RUBBER, SIZE MEDIUM, CPSPB #90220080 | 432 | PAIR | | | |
| 18 | GLOVES, LINED, LATEX RUBBER, SIZE LARGE, CPSPB #90220090 | 720 | PAIR | | | |
| 19 | GLOVES, LINED, LATEX RUBBER, SIZE X-LARGE, CPSPB #90220100 | 864 | PAIR | | | |
| 20 | GLOVES, LINED, LATEX RUBBER, SIZE XX-LARGE, CPSPB #90220101 | 12 | PAIR | | | |
| 21 | HOLDER TOILET TISSUE RT#22 OR EQUAL, CPSPB #90300280 | 420 | EACH | | | |
| 22 | MOP BUCKET ON ROLLER WITH WRINGER, CONTINENTAL 225-311, CPSPB #90300360 | 100 | EACH | | | |
| 23 | WET MOP HEADS, 24 OZ, RAYON, LIEFLAT MOP HEAD, ABCO RM32024 CPSPB #90300370 | 2,976 | EACH | 3.90 | 11,606.40 | ABCO RM32624 (SP#19182) |
| 24 | BUFFING PAD, 20", WHITE, 5 PER CASE, CPSPB #90400380 | 40 | CASE | | | |
| 25 | PLUNGER INDUSTRIAL DESIGNED FOR TOILETS AND DRAINS, CPSPB #90400850 | 72 | EACH | | | |
| 26 | ROACH TREATMENT PETROLEUM BASE - 4 - 1 GAL. CASE, PETRO BASE, BAYER ADVANCED, READY TO USE, CPSPB #90410080 | 108 | CANS | | | |
| 27 | SOAP LIQUID HAND ANTISEPTIC WITH 20% GERMICIDAL CONTENT, 5 GALLON CAN, CPSPB #90500480 | 44 | PAIL | | | |

| Item# | Product Description | QTY | UNIT | UNIT PRICE | TOTAL PRICE | PRODUCT NO. |
|---|---|-------|------|------------|-------------|---|
| 28 | DETERGENT, LAUNDRY 25 LB. OR 35 LB. BOXES, LOW-SUDSING, IN HEAVY DUTY POLY-LINED BAG, MULTI-PURPOSE, USDA ACCEPTED/APPROVED, CPSB #90500486 | 200 | BOX | — | — | |
| 29 | SOAP, EZ FOAM LUXURY HAND SOAP, 6/1000ML BAGS/CASE, PRODUCT CODE 69041, MANUFACTURED BY KUTOL PRODUCTS CO., TO BE USED WITH #9941GRA EZ FOAM DISPENSER, CPSB #90500491 | 466 | CASE | — | — | |
| 30 | SPONGES 7" X 5" X 2" THICK, 24 PER CASE, POLYURETHANE, HOUSEHOLD USE, CPSB #90500665 | 48 | EACH | — | — | |
| 31 | TRIGGER SPRAYERS ONLY, FOR 22 OZ PLASTIC BOTTLES, CONTINENTAL #922H, CPSB #90500690 | 700 | EACH | — | — | |
| 32 | SHOP TOWELS, 12.5" X 13, CYCLE II, BROWN, 800CT, CASCADE 31851, 16 PACKS OF 50 PER CASE, CPSB #90600960 | 540 | CASE | \$21.00 | \$11,340.00 | Cascade # 31851 |
| 33 | WASTE BASKETS, 28 1/2 QT, GREY RUBBERMAID #2956 OR EQUAL, CPSB #90700330 | 768 | EACH | \$5.42 | \$4,148.56 | 7gal, Rubbermaid #2956 |
| 34 | WASP AND HORNET SPRAY 12/16 OZ. CASE, CPSB #90700440 | 1,044 | CANS | \$3.85 | \$41,014.28 | The Bird (wasp & Hornet Killer) 12/16 OZ # 96 |
| 35 | BOUNTY PAPER TOWELS, 11 X XX ROLL TOWELS, 30/CASE, SINGLE ROLL, CPSB #91000020 | 50 | CASE | — | — | |
| 36 | LYSOL DISINFECTANT SPRAY, CRISP LINEN SCENT, 12/CASE, 19 OZ CAN, CPSB #91000030 | 324 | CAN | \$5.92 | \$1,911.60 | Rac 74828 CT |
| 37 | TRASH CAN LINER, 24 X 33, 1000/CS, 8 MIC NAT, CPSB #91000060 | 30 | CASE | — | — | |
| 38 | TRASH CAN LINER, 33 X 40, 250/CS, 16 MIC NAT, CPSB #91000070 | 25 | CASE | — | — | |
| 39 | TRASH CAN LINERS, 1.6 MIL, 43 X 48, 100 CASE, BLACK CPSB# 91000080 (CAFETERIAS) SAMPLE REQUIRED! | 215 | CASE | — | — | |
| 40 | TRASH CAN LINER, 43 X 48, 200/CS, 16 MICRON, HI DENSITY BAGS, NATURAL COLOR, CPSB #91000090 (DEPARTMENTS) SAMPLE REQUIRED! | 15 | CASE | — | — | |
| 41a | HAND ROLL TOWELS, BROWN, 6 ROLLS PER CASE, 8" X 800" PER ROLL, BAYWEST 313 OR EQUAL, CPSB #90600930 (TO BE DELIVERED ON AN AS NEED BASIS) | 3,732 | CASE | — | — | |
| 41b | NOTE TO AWARDED VENDOR OF HAND ROLL TOWELS: HAND ROLL TOWEL DISPENSER: DISPENSER MUST BE COMPATIBLE FOR BAYWEST 313 OR EQUAL HAND ROLL TOWELS. THEY SHOULD BE LEVER CONTROL. THE DISPENSERS MUST BE FREE OF CHARGE AND SUPPLIED ONE (1) DISPENSER FOR EVERY 10 CASES OF HAND ROLL TOWELS PURCHASED. CPSB #90102320 (TO BE DELIVERED ON AN AS NEED BASIS) | 373 | EACH | NO CHARGE | | |
| <p>In accordance with the Louisiana Revised Statutes, a preference may be allowed for products, produced, manufactured or grown in Louisiana of equal quality.</p> <p>DO YOU CLAIM PREFERENCE? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>If yes, specify location within Louisiana where this product is manufactured, produced, or grown: <u>Monroe, LA</u></p> | | | | | | |
| <p>BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID PHYSICAL SAMPLES OF EACH ITEM, SUFFICIENTLY LABELED, FOR CALCASIEU PARISH SCHOOL BOARD TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION.</p> | | | | | | |