

**SPECIFICATIONS AND BID FORM FOR
WELDING AND CARPENTRY SUPPLIES, BID # 13-18**

Sealed bids will be received by the Lafayette Parish School System (LPSS) Purchasing Department, 113 Chaplin Drive, Lafayette, LA up to 10:00 a.m. C. S. T., on June 8, 2017 for Welding and Carpentry Supplies.

All bids shall be submitted sealed to the LPSS Purchasing Department on or before the above time and date, at 113 Chaplin Drive, Lafayette, LA 70508 with a sealed envelope plainly marked "**Sealed Bid 13-18, Welding & Carpentry Supplies, opening June 8, 2017 at 10:00 am**". **ALL BIDS SHALL BE SENT BY REGISTERED OR CERTIFIED MAIL WITH A RETURN RECEIPT REQUESTED.** At the above time and place bids will be publicly opened and read aloud in the Personnel Conference room.

SPECIAL PROVISIONS

1. **SCOPE:**

1.1 The intent of this solicitation is to obtain competitive bids for the estimated annual requirements for **WELDING & CARPENTRY SUPPLIES** for Southside High School in the Lafayette Parish School District, in accordance with the terms, conditions and specifications contained herein.

1.2 **REQUIRED BID SUBMITTALS:** The section titled **BID PROPOSAL FORM** and the following supplemental information must be submitted within the time frames specified below. **FAILURE TO SUBMIT THE REQUIRED LITERATURE SHALL BE CAUSE FOR REJECTION OF THAT ITEM.**

- a. Paragraph 5.2 requires descriptive literature to be provided with the bid if an item is offered as an equal to the brand name specified.

2. **PERIOD OF CONTRACT:**

2.1 The period of this contract shall be from date of award through June 30, 2018.

3. **PRICES AND PRICE ADJUSTMENT:**

3.1 All prices/discounts shall be F.O.B. Destination and shall include all charges that may be imposed in fulfilling the terms of this contract. Prices/discounts shall remain firm for the duration of the contract.

3.2 Whenever there is a reduction in price which is lower than the contract price, offered to similarly situated customers contracting for the same period and under the same terms and conditions, said reduction must be presented directly to the Purchasing Department of the Lafayette Parish School System.

Prices may not exceed the national advertised and available General Services Administration (GSA) governmental price list.

The Lafayette Parish School System does not intend to award or to maintain any item in any group that is offered at a price equal or above the manufacturer's list price.

4. **QUANTITIES:**

4.1 The quantities specified on the Pricing Schedule are estimated only, and are given for the information of bidders and for the purpose of bid evaluation. They do not indicate the actual quantity that will be ordered, since such volume will depend upon requirements that develop during the contract period. The awarded bidder will be required to fill all orders placed regardless of the original quantities shown.