

THE BOARD OF EDUCATION OF MONTGOMERY COUNTY  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
PROCUREMENT UNIT  
45 West Gude Drive, Suite 3100  
Rockville, MD 20850-9999  
301-279-3123

May 28, 2019

## INVITATION FOR BID

### 9203.10, Custom Science Kits

Bid Opening Time: 2:00PM

Bid Opening Date: June 26, 2019

**NOTE: In the event of emergency closing of Board of Education offices, this bid will open at the same time on the next regular working day.**

**BIDS RECEIVED AFTER THE BID OPENING TIME AND DATE WILL NOT BE ACCEPTED.**

**COMPANY NAME:** \_\_\_\_\_

1. Term of Contract: July 17, 2019 through July 16, 2020

2. Terms of Delivery: 30 Days

3. Delivery Destination: Individual Location, Noted on Purchase Order

4. Bid Security Required: None  
**Bid Security must be made payable to Montgomery County Board of Education**

5. Performance Bond Required: None

6a. Samples Required:  Yes  No

6b. Sample Delivery Requirements:  
 Deliver to the Procurement Unit  
 Deliver to Supply and Property Management  
 Deliver to the Food Service Warehouse  
 Other

6c. Sample Delivery Time:  
 Prior to bid opening  
 At time of bid opening  
 Subsequent to bid opening

## NOTICE TO BIDDERS

**The appropriate items below must be completed as part of the bid. Failure to comply may disqualify your bid. Type or print legibly in ink.**

**I. BIDDER INFORMATION:** As appropriate, check and/or complete one of the items below.

- 1. Legal name (as shown on your income tax return) \_\_\_\_\_
- 2. Business Name (if different from above) \_\_\_\_\_
- 3. Tax Identification Number \_\_\_\_\_

**A copy of your W-9 must be submitted with this bid response.**

**II. BIDDER'S CONTACT INFORMATION:** This will be filed as your permanent contact information.

- 1. Company Name \_\_\_\_\_
- 2. Address \_\_\_\_\_
- 3. Bid Representative's Name \_\_\_\_\_
- 4. Phone Number(s)/Extension(s) \_\_\_\_\_
- 5. Fax Number \_\_\_\_\_
- 6. Email Address \_\_\_\_\_
- 7. Website \_\_\_\_\_

**III. PURCHASE ORDER ADDRESS:** Please complete if different from Bidder's Contact Information.

- 1. Purchase Order Address \_\_\_\_\_
- 2. Representative's Name \_\_\_\_\_
- 3. Phone Number (s)/Extension(s) \_\_\_\_\_
- 4. Fax Number \_\_\_\_\_
- 6. Email Address \_\_\_\_\_

**IV. PROMPT PAYMENT DISCOUNT:** MCPS may consider prompt payment discounts as part of the award process; however, the Board reserves the right to make awards according to the best interests of MCPS.

\_\_\_\_\_ Prompt payment discounts of less than twenty (20) days will not be considered.

**V. PURCHASING CARD AND SUA PAYMENT PROGRAM:** MCPS is currently utilizing a purchasing card and Single Use Accounts (SUA) payment program through JP Morgan MasterCard. Please check the appropriate box below.

- Yes, we accept MasterCard                       No, we do not accept MasterCard

**Note:** Beginning April 1, 2018, MCPS will no longer process check payments. To avoid payment delays after this change, all bidders that accept MasterCard are strongly encouraged to sign up to receive SUA payments upon being notified of an award. For bidders that do not accept MasterCard, the ACH payment method is also available. Please e-mail [SUA@mcpsmd.org](mailto:SUA@mcpsmd.org) to register for SUA, or e-mail [accountspayable@mcpsmd.org](mailto:accountspayable@mcpsmd.org) to

request ACH registration forms.

**VI. PURCHASE ORDER PREFERENCE:** Montgomery County Public Schools (MCPS) is in the process of issuing orders via Facsimile or US Mail. MCPS prefers facsimile. Please check your preference below.

Facsimile     US Mail     Email     EDI

**VII. SLMBE (SMALL, LOCAL AND MINORITY BUSINESS ENTERPRISE):** Check the appropriate box below.

African American     Asian American     Hispanic     Native American  
 Female     Disabled     None

**VIII. NON-DEBARMENT ACKNOWLEDGEMENT**

\_\_\_\_\_ I acknowledge that my firm has NO pending litigation and/or debarment from doing business with the State of Maryland or any of its subordinate government units and/or federal government within the past five (5) years.

\_\_\_\_\_ I acknowledge that my firm has pending litigation or has been debarred from doing business with the State of Maryland or any of its subordinate government units and/or federal government, within the past five (5) years. (Attachment)

As the duly authorized representative of the applicant, I hereby certify that the above information is correct and that I will advise Montgomery County Public Schools should there be a change in status.

By (Signature) \_\_\_\_\_

Name and Title \_\_\_\_\_

Witness Name and Title \_\_\_\_\_

**IX. BIDDER'S CERTIFICATION:** Upon notification of award, this document in its entirety is the awarded vendors contract with MCPS. By signing below, the undersigned acknowledges that s/he is entering into a contract with MCPS.

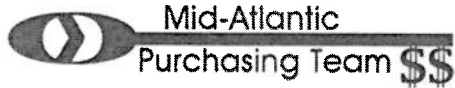
A. The undersigned proposes to furnish and deliver supplies, equipment, or services, in accordance with specifications and stipulations contained herein, and at the prices quoted. This certifies that this bid is made without any previous understanding, agreement or connection with any person, firm, or corporation making a bid for the same supplies, materials, or equipment, and is in all respects fair and without collusion or fraud.

B. I hereby certify that I am authorized to sign for the bidder. (Bidders are cautioned to read the material under Section XXVII, signature to Bids, and to comply with its stipulations.) I/We certify that none of this company's officers, directors, partners, or its employees have been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or federal government; and that no member of the Board of Education of the Montgomery County Public Schools, Administrative or Supervisory Personnel, or other employees of the Board of Education has any interest in the bidding company except as follows:

By (Signature) \_\_\_\_\_

Name and Title \_\_\_\_\_

Witness Name and Title \_\_\_\_\_



Metropolitan Washington Council of Governments Rider Clause  
Invitation For Bid 9203.10, Custom Science Kits

USE OF CONTRACT(S) BY MEMBERS COMPRISING Mid –Atlantic Purchasing Team COMMITTEE

**Extension to Other Jurisdictions**

The [issuing jurisdiction] extends the resultant contract (s), including pricing, terms and conditions to the members of the Mid-Atlantic Purchasing Team, as well as all other public entities under the jurisdiction of the United States and its territories.

**Inclusion of Governmental & Nonprofit Participants (Optional Clause)**

This shall include but not be limited to private schools, Parochial schools, non-public schools such as charter schools, special districts, intermediate units, non-profit agencies providing services on behalf of government, and/or state, community and/or private colleges/universities that required these good, commodities and/or services.

**Notification and Reporting**

The Contractor agrees to notify the issuing jurisdiction of those entities that wish to use any contract resulting from this solicitation and will also provide usage information, which may be requested. The Contractor will provide the copy of the solicitation and resultant contract documents to any requesting jurisdiction or entity.

**Contract Agreement**

Any jurisdiction or entity using the resultant contract (s) may enter into its own contract with the successful Contractor (s). There shall be no obligation on the party of any participating jurisdiction to use the resultant contract (s). Contracts entered into with a participating jurisdiction may contain general terms and conditions unique to that jurisdiction Including, by way of illustration and not limitation, clauses covering minority participation, non-discrimination, indemnification, naming the jurisdiction as an additional insured under any required Comprehensive General Liability policies, and venue.

**Metropolitan Washington Council of Governments Rider Clause  
Invitation For Bid 9203.10, Custom Science Kits Cont.**

	Yes	No		Yes	No		Yes	No
Alexandria, Virginia			Gaithersburg, Maryland			Rockville, Maryland		
Alexandria Public Schools			Greenbelt, Maryland			Spotsylvania County		
Alexandria Sanitation Authority			Harford County			Spotsylvania County Gov & Schools		
Annapolis City			Harford County Schools			Stafford County, Virginia		
Anne Arundel County			Howard County			Takoma Park, Maryland		
Anne Arundel School			Howard County Schools			Upper Occoquan Service Authority		
Arlington County, Virginia			Herndon, Virginia			Vienna, Virginia		
Arlington County Public Schools			Leesburg, Virginia			Washington Metropolitan Area Transit Authority		
Baltimore City			London County, Virginia			Washington Suburban Sanitary Commission		
Baltimore County Schools			Loudoun County Public Schools			Winchester, Virginia		
Bladensburg, Maryland			Loudoun County Water Authority			Winchester Public Schools		
Bowie, Maryland			Manassas City Public Schools					
Carroll County			Manassas Park, Virginia					
Carroll County Schools			Maryland DGS Purchasing					
Charles County Government			Maryland-National Capital Park & Planning Commission					
City of Fredericksburg			Metropolitan Washington Airport Authority					
College Park, Maryland			Metropolitan Washington Council of Government					
District of Columbia Government			Montgomery College					
District of Columbia Water & Sewer Auth.			Montgomery County, Maryland					
District of Columbia Public Schools			Montgomery County Public School					
Fairfax, Virginia			Northern Virginia Community College					
Fairfax County, Virginia			Prince George's Community College					
Fairfax County Water Authority			Prince George's County, Maryland					
Falls Church, Virginia			Prince Georgia Public Schools					
Fauquier County Schools & Government			Prince William County, Virginia					
Frederick, Maryland			Prince William County Public Schools					
Frederick County, Maryland			Prince William County Service Author					

**BIDDER'S AUTHORIZATION TO EXTEND CONTRACT:**

# MONTGOMERY COUNTY PUBLIC SCHOOLS

## Procurement Unit

45 West Gude Drive, Suite 3100

Rockville, MD 20850-9999

### General Stipulations and Instructions To Bidders

#### I. Invitation For Bid

The Board of Education of Montgomery County Maryland, herein after referred to as The Board of Education, will receive sealed proposals until the date and time indicated on the cover of the Invitation For Bid. Bids must be delivered to Montgomery County Public Schools, Procurement Unit, 45 West Gude Drive, Suite 3100, Rockville, Maryland 20850, and be received and stamped prior to the bid opening. Bids may be delivered in person, but delivery to the mailroom or lobby does not validate the time of receipt. The respondent shall assume full responsibility for timely delivery of the bid, whether by the U.S. Postal Service or by any other carrier. Bids received after the designated time for the receipt of solicitations will be returned unopened. Bids must be delivered in sealed opaque envelopes. Envelopes shall be clearly marked on the outside lower left corner with the bid number and bid opening date and time.

#### II. Intent

These specifications are intended to cover the furnishing and delivery of said materials, supplies, or services as hereinafter shown to any or to each of the various public schools, offices, or to any designated warehouse or warehouses in Montgomery County, Maryland, whichever is specified, in quantities to be determined subsequent to the bid opening.

#### III. Right To Cancel Or Reject Bids

- A. The Board of Education reserves the right to cancel any contract if, in its opinion, there is a failure at any time to perform adequately the stipulations of this Invitation For Bid, or if the general conditions and specifications which are attached and made part of this bid are not fulfilled, or if in any case there is any attempt to willfully impose upon the Board of Education materials or products or workmanship which are in the opinion of the Board of Education of an unacceptable quality. Any action taken in pursuance of this latter stipulation shall not affect or impair any rights or claims of the Board of Education to damages for the breach of any covenants of the contract by the contractor. The Board of Education also reserves the right to reject the bid of any bidder who has previously failed to perform adequately after having once been awarded a prior bid for furnishing materials or services similar in nature to those mentioned in this bid.
- B. The Board of Education reserves the right to reject any or all bids in whole or in part; to make partial awards; to waive any irregularity in any quotation; to increase or decrease quantities if quantities are listed in the bid; to reject any bid that shows any omissions, alterations of form, and additions, conditions, or alternate proposals not called for; and to make any such award as is deemed to be in the best interests of the Board of Education.
- C. All items furnished must be completely new and free from defects. No others will be accepted under the terms and intent of this bid.

#### IV. Right To Purchase In The Open Market

Should the contractor fail to comply with the conditions of this contract or fail to complete the required work within the time stipulated in the contract, The Board of Education reserves the right to purchase in the open market, or to complete the required work, at the expense of the contractor or by recourse to provisions of the faithful performance bond if such bond is required under the conditions of the bid.

#### V. Failure To Furnish Item(s)

Should the contractor fail to furnish any item or items, or to complete the required work included in this contract, The Board of Education reserves the right to withdraw such items or required work from the operation of this contract without incurring further liabilities on the part of the Board of Education.

#### VI. Employer Information Report EEO-1

The Board of Education requires that each successful bidder be liable for compliance with the provisions of Title VII of the Civil Rights Act of 1964. In order to fully comply with Title VII, a company must file Employer Information Report EEO-1 with the Joint Report Committee, 1800 G Street, NW, Washington, D.C. 20036. Only companies that fall within the following categories are required to file the Employer Information Report EEO-1:

The entire company has at least 100 employees on the payroll. The company is affiliated through centralized ownership and/or centralized management, and the group legally constitutes a single enterprise employing a total of 100 or more employees.

If your company has already filed an EEO-1 by virtue of supplying materials or services under Federal Government Contracts, it is necessary to submit only a copy of your most recent EEO-1 report to the Procurement Unit. If you are filing a report for the first time, send a copy of EEO-1 to the Procurement Unit. Please note that purchase orders will not be issued to companies that fall into the above categories until proof of EEO-1 reporting has been received.

#### VII. Preparation Of Bid

Bids must be submitted on the copy provided. Bidders may wish to reproduce and retain one copy for its files. Bids must be signed by an authorized representative of the company submitting a bid. It is the intent of this solicitation that should a given bid be accepted, it will automatically become the contract. Notification of the bid award will be made by letter. Bidders shall submit its bids and specifications on the appropriate specification sheets that show the schedule of items to be purchased. Bidders may attach a letter of explanation to its bid if it so desire.

Prices quoted shall not exceed the prices established under any governmental price control regulations. Bidders will be required if requested by The Board of Education, to furnish satisfactory evidence that they are qualified as manufacturers or dealers in the items listed and have a regularly established place of business. An inspection of any bidder's place of business may be made to determine the bidder's ability to perform.

#### VIII. Discounts

The Board of Education reserves the right to consider discounts in computing the bid.

##### A. Trade Discounts

All prices offered must be the lowest net price after trade discounts have been considered. Bids offering a percentage off list prices will not be accepted unless: (1) specifically requested in that manner; (2) two copies of the referenced price list accompany the bid.

##### B. Payment Discounts

Prompt payment discounts are solicited and will be treated as follows:

(1) Unless specifically stated otherwise, discounts offered which allow a minimum of twenty (20) days to qualify will be

deducted from prices offered in the bid for the purpose of determining the lowest price offered.

(2) Discounts offering less than twenty (20) calendar days will not be deducted from price offered for the purpose of determining the lowest price, but will be taken if payment is made within the discount period.

#### **IX. "Or Equal" Interpretation**

Unless the specifications and/or conditions state a specific brand and substitutions will not be considered, the Board of Education will consider other brands or the product of other manufacturers as long as the product meets the same specifications, standards, and quality of the material being solicited through the bid. On all such bids the bidder shall indicate clearly the product on which it is bidding and shall supply sufficient data on its own letterhead to enable an intelligent comparison to be made with the particular brand or manufacturer specified.

Whenever the specifications indicate a product of a particular manufacturer, model, or brand and in the absence of any written statement to the contrary by the bidder, the bid will be interpreted as being for the exact brand, model, or manufacturer specified, together with all accessories enumerated in the specifications.

#### **X. Consideration of Prior Service**

Awards on this bid will be made after consideration has been given to any previous performance for The Board of Education as to quality of service and/or merchandise and with regard to the bidder's ability to perform should it be awarded the bid.

#### **XI. Delivery**

The bidder agrees to furnish and deliver during the period of the contract the items and quantities which may be awarded to the bidder in such amounts and quantities within the terms of the contract. **All Deliveries Must Be Prepaid FOB Destination, And In No Case Will Shipments Collect Or Sidewalk Deliveries Be Accepted.** Bidders shall uncrate, completely assemble, and set in designated place all equipment and furniture. All delivery cost shall be included in the bid unit price.

#### **XII. Packing Slips And Delivery Tickets**

All materials delivered on this contract shall be packed in a substantial manner in accordance with accepted trade practices. No charges may be made over and above the bid price for packaging or for deposits on containers. All deliveries shall be accompanied by delivery tickets or packing slips. Tickets shall contain the following information for each item delivered: the quantity, bid number, and the name of the contractor.

#### **XIII. Invoices**

Payment depends on receipt of a proper invoice and satisfactory contract performance. All invoices are to be transmitted to the Division of Controller at:

Division of Controller  
45 West Gude Drive, Suite 3200  
Rockville, MD 20850-9999

Every invoice must include the following information:

- A. Name and address of the contractor
- B. Taxpayer Identification number
- C. The purchase order number
- D. An invoice number
- E. Bid number if applicable
- F. The ship to address
- G. Line item description, quantity, unit of measure, unit price, and extended price as stated on the purchase order
- H. Shipping and payment terms if not a bid item

When a discount for payment is authorized and taken; it will be made to the contractor as close as possible to, but not later than,

the end of the discount period. Prices quoted shall not include federal excise or state sales and use taxes. Exemption certificates will be furnished upon request. Contractor inquiries concerning payment may be made to [accountspayable@mcpsmd.org](mailto:accountspayable@mcpsmd.org).

#### **XIV. Bid Security**

If bid security is required, it must be payable to: "Montgomery County Board of Education."

Such bid security will be returned to all except the successful bidder(s) within five business days after awards have been made. The bid security of the successful bidder(s) will be returned upon receipt of the performance bond if such bond is required under the terms of the award. If no award is made within 60 days after the date of the opening of the bids, bid security will be returned to any bidder upon demand of the bidder at any time after the 60-day period so long as it have not been notified of the acceptance of its bid. Written notification of the acceptance of any bid will be made to the successful bidder(s).

#### **XV. Performance Bonds**

If required, the successful bidder or bidders on this bid must furnish a performance bond in the amount indicated in the bid document, made out to Montgomery County Board of Education and prepared on an approved performance bond form as security for the faithful performance of its contract. The performance bond shall be submitted within ten business days of the notification that the bid has been awarded. The surety thereon must be such surety company or companies as are acceptable to The Board of Education and as are authorized to transact business in the State of Maryland. Attorneys in fact who sign bid bonds must file with each bond a certified copy of its power of attorney to sign said bonds. Should the bidder fail or refuse to furnish the required performance bond within ten business days after notification the bidder shall pay to The Board of Education as liquidated damages for such failure or refusal an amount in cash equal to the security deposited with its bid.

#### **XVI. Provision For Municipal Offices**

Each bidder agrees when submitting its bid that it will make available to every office and department of the Montgomery County Government the bid prices submitted on this bid should any such department or office wish to take advantage of the bid prices submitted to The Board of Education.

#### **XVII. Product Testing During Time of Contract**

Material delivered on any contract resulting from this Invitation For Bid may be tested for compliance with the specification stipulated herein. Any shipment failing to fully meet or comply with the specification requirements will be promptly rejected.

The cost of testing a representative sample of an order or shipment for acceptance shall be borne by the Board of Education except if the order or shipment is rejected for failure to meet the requirements of the specification. In case of failure to meet the requirements of the specification the cost of testing will be charged to the contractor.

#### **XVIII. Safety Standards**

All work performed and all items supplied shall be in compliance with applicable federal and state safety standards. (OSHA-MOSHA). Material Safety Data Sheets shall be included in all shipments.

#### **XIX. General Guaranty**

The contractor agrees to:

- A. Save the Board of Education, its agents, and employees harmless from liability of any nature or any kind for the use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article, or appliance furnished or used in the performance of the contract

of which the contractor is not patented assignee, licensee, or owner.

- B. Protect the Board of Education against latent defective material or workmanship and to repair or replace any damages or marring occasioned in transit or delivery.
- C. Furnish adequate protection against damage to all work and to repair damages of any kind, to the building or equipment, to its own work or to the work of the contractors for which it or its workers are responsible.
- D. Pay for all permits, licenses, and fees and give all notices and comply with all laws, ordinances, rules, and regulations of the Board of Education and of the State of Maryland.

#### **XX. Indemnity**

The contractor shall indemnify, keep, and save harmless the Board of Education, its agents, officials, and employees against all injuries, death, loss, damages, claims, patent claims, suits, liabilities, judgments, costs and expenses, which may in any way occur against them in consequence of the granting of this contract or which may in any way result therefrom, whether or not it shall be alleged or determined that the act was caused through negligence or omission of the contractor or its employees, except to the extent of the negligence of the Board of Education, its agents, officials and employees. The contractor shall, at its own expense, appear, defend, and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and if any judgment shall be rendered against the Board of Education in any such action based on the actions and/or negligence of the contractor, its agents and employees, the contractor shall at its own expense satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by this contract, or otherwise provided by the contractor, shall in no way limit the responsibility to indemnify, keep, and save harmless and defend the Board of Education as herein provided.

#### **XXI. Insurance**

The contractor shall maintain Comprehensive Business Insurance for protection from claims under the Workmen's Compensation Act, claims for damage because of bodily injury, death, or property damage to others, including employees of the Board of Education; and claims for damages arising out of the operation of motor vehicles, which may arise during the performance of the contract whether caused by the contractor or by any subcontractor or anyone directly or indirectly employed by either of them. The contractor shall also maintain product liability insurance. The aforementioned insurance shall cover the duration of the contract period, including all periods of the time and all places where work is performed under an expressed or implied warranty. The limits of such liability insurance for each occurrence shall be equal to or greater than \$500,000 for Bodily Injury and \$100,000 for Property Damage. The certificate on the insurance, indicating coverage for the term of the contract, shall be made in favor and provided to The Board of Education prior to commencement of the contract. A company duly licensed by the Maryland Insurance Commissioner and qualified to sell insurance in Maryland shall issue all insurance policies.

#### **XXII. Inspection Of Premises**

Before submitting a bid for any construction or installation work in any building or on the premises of the Board of Education, the bidder should carefully examine the premises and upon submitting its bid will be considered to have examined the premises, building, or buildings where the work is to be done. For any work or installation requiring the use of labor, the successful bidder before starting work must provide sufficient evidence of insurance showing that it is adequately covered for Workmen's Compensation and Public Liability insurance.

#### **XXIII. Patents**

The contractor shall hold and save the Board of Education, its officers, agents, servants, and employees harmless from liability of any nature or kind, including costs and expenses for or on account of any patented or unpatented inventions, articles, process, or appliance manufactured or used in performance of this contract including its use by Montgomery County, unless otherwise specifically stipulated in this contract.

#### **XXIV. Samples And Catalog Cuts**

##### **A. Requirements and Delivery**

Sample requirements and sample delivery stipulations are indicated in the bid document. Further details concerning samples may also be indicated in the detailed specification portion of the invitation. Bidders shall make all arrangements for delivery of samples to location indicated.

##### **B. Sample Identification**

All sample packages shall be marked "Samples" and each sample shall bear the name of the bidder, item number, and bid number and shall be carefully tagged or marked in a substantial manner. Failure of the bidder to clearly identify samples as indicated may be considered sufficient reason for rejection of its bid.

##### **C. Testing or Comparing Samples**

Samples are requested for the purpose of testing or comparing with detailed specifications. Therefore, The Board of Education reserves the right to retain or destroy the articles or materials submitted as samples for the purpose of testing. Accordingly, The Board of Education shall be free from any change or claim on the part of the bidder or contractor if any articles or materials furnished as samples are lost or destroyed. Materials such as food may be tested from the raw, uncooked, baked, or canned sample being submitted at the time of bid opening or subsequent to bid opening. Food tests shall consider specification factors such as contents, weight, size, taste, texture, appearance, uniformity of color, and defects, if any.

##### **D. Retention and Removal of Samples**

The samples submitted by bidders on items on which it have received an award will be retained by The Board of Education until the delivery of contracted items is completed and accepted. Bidders whose samples are retained will be notified when its samples may be removed. Samples on which bidders are unsuccessful must be removed as soon as possible but not more than 15 calendar days after notification that the award has been made by The Board of Education. The Board of Education will not be responsible for such samples if not removed by the bidder within 15 calendar days after the notification of award has been made.

##### **E. Sample Quantities**

Samples are required in the exact packaging and size as stated in the item description unless otherwise indicated in the bid document or it is determined that a smaller quantity is sufficient for adequate testing.

##### **F. Descriptive Literature**

All bidders are required to furnish with the bid proposal a brochure, properly bound and labeled, showing full illustrations and specifications on each item offered, if bidding other than specified; or if specifically requested. These cuts and specifications are to be arranged and labeled with the item number in the same sequence as the items appear in the specifications and attached on separate pages of a brochure. The cover of the brochure shall contain:

1. Vendor's name, address, and phone number
2. Bid number

#### **XXV. Time of Completion**

The Board of Education reserves the right to revise the starting and completion dates for delivery and installation of equipment to new schools and additions as stated below if the bid is wholly or in part for the furnishing of new schools and additions to existing buildings. At least 60 days prior to the date scheduled for delivery and installation for each project, the Board of Education will notify the contractor whether or not any change will be required in the dates for



the beginning and completion of delivery. The right is reserved to specify beginning dates and completion dates two weeks earlier than listed above or to postpone the beginning and completion dates for not more than 30 days later than the dates as listed. These changes in delivery dates, if any, for new schools and additions to older buildings will be applicable to individual projects as specified and not to all projects as a whole. The estimated dates on which deliveries may be begun and which time deliveries and installations must be completed have been estimated as carefully as possible; and if any change is required by circumstances beyond the control of the Board of Education, the revised delivery dates as established by the procedures outlined immediately above will become the definite schedule for completion of the contract as if it had been set in the original schedule as outlined.

#### **XXVI. Guarantee**

The contractor shall unconditionally guarantee the materials and workmanship on all equipment furnished by it for a period of one year from date of acceptance of the items delivered and installed. If, within the guarantee period, any defects or signs of deterioration are noted which in the opinion of The Board of Education are due to faulty design and installation, workmanship, or materials, upon ratification, the contractor, at its expense, shall repair or adjust the equipment or parts to correct the condition; or it shall replace the part or entire unit to the complete satisfaction of the Board of Education. These repairs, replacements, or adjustments shall be made only at such times as will be designated by the Board of Education as least detrimental to the instructional programs.

#### **XXVII. Signature To Bids**

Each bid must show the full business address and telephone number of the bidder and be signed by the person or persons legally authorized to sign contracts. All correspondence concerning the bid and contract, including Notice of Award, Copy of Contract, and Purchase Order, will be mailed or delivered to the address shown on the bid in the absence of written instructions from the bidder or contractor to the contrary. Bids by partnerships must be signed with the partnership name by one of the members of the partnership or by an authorized representative, followed by the signature and designation of the person signing, who shall also state the names of individuals composing the partnership. Bids by corporations must be signed with the name of the corporation, followed by the signature and designation of the officer having authority to sign. When required, satisfactory evidence of authority of the officer signing in behalf of the corporation shall be furnished. Anyone signing the bid as agent shall file satisfactory evidence of its authority to do so.

#### **XXVIII. Errors In Bids**

Bidders, or its authorized representatives, are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids; failure to do so will be at the bidder's own risk and the bidder cannot secure relief on the plea of error. Neither law nor regulations make allowance for errors either of omission or commission on the part of the bidders.

#### **XXIX. Resolution and Disputes**

Bidders who have any concerns regarding the recommended awards of this solicitation should promptly contact the buyer in the Procurement Unit before the scheduled Board action. Any concerns that cannot be resolved informally with the buyer should be addressed to the senior buyer of the Procurement Unit. The senior buyer of the Procurement Unit shall attempt to resolve, informally, all protests or complaints regarding bid award recommendations. Any formal protest must be filed with the senior buyer of the Procurement Unit within seven (7) calendar days of the date of the pre-award notice.

#### **XXX. Inquiries**

**Should any bidder have any question as to the intent or meaning of any part of this bid, it must contact the undersigned to receive a written reply before submitting its bid. Inquires must be submitted in writing no later than four business days prior to bid opening date.**



Eugenia S. Dawson  
Acting Director, Department of Materials Management

**MONTGOMERY COUNTY PUBLIC SCHOOLS  
PROCUREMENT UNIT  
45 West Gude Drive, Suite 3100  
Rockville, MD 20850-9999**

**SPECIAL INSTRUCTIONS TO VENDORS FOR MAILING BIDS**

**Bids must be delivered in sealed, opaque envelopes, and labeled clearly as follows:**

**SAMPLE BID RESPONSE ENVELOPE**

---

(Return Address)  
\_\_\_\_\_  
\_\_\_\_\_

**BID ENVELOPE**

**TO BE DELIVERED TO**

**Procurement Unit  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
45 West Gude Drive, Suite 3100  
Rockville, MD 20850-9999**

**BID NO. \_\_\_\_\_  
BID NAME \_\_\_\_\_  
OPENING DATE \_\_\_\_\_  
OPENING TIME \_\_\_\_\_**

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Vendor name and address must appear on the upper left hand corner of the bid envelope.  
The specific bid number, opening date, and time must appear in the lower left hand corner of the bid envelope.  
It is suggested that vendors utilize a tracking service to insure prompt delivery.

**Department of Materials Management  
Procurement Unit  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
Rockville, Maryland**

**Invitation To Bid #9203.10, Custom Science Kits**

**GENERAL CONDITIONS AND SPECIFICATIONS**

**GENERAL CONDITIONS**

**A. Intent**

The specifications contained herein are intended to cover the furnishing and delivering of science kits to Montgomery County Public Schools (MCPS) Taylor Science Materials Center, 19501 White Ground Road, Boyds, Maryland 20841 as requested.

**B. Delivery**

Delivery shall be required within 30 days or as stated on the purchase order, Shipment shall be made after receipt by the successful bidder(s) of a purchase order issued and signed by the director of the Department of Materials Management.

**C. Awards**

It is the intention to award this contract to the bidder(s) submitting the most favorable unit prices with consideration being given to any previous performance for the MCPS Board of Education (BOE) as to quality of service, acceptable merchandise and with regard to the bidders' ability to perform should it be awarded the contract. Awards may be made to one (1) successful vendor submitting the lowest quotation on each kit, on an individual item basis or in the aggregate on total bid. However, the MCPS Board reserves the right to make awards according to the best interests of MCPS. MCPS reserves the right to add or delete items during the term of the contract.

37370	Group 1	"Big Day One" consumable package
37371	Group 2	"Big Day Two" consumable package
37372	Group 3	"Heat, Light, and Structures" consumable package
37373	Group 4	"The Way Things Move" consumable package
37374	Group 5	"Characteristics of Light and Sound" consumable package
37375	Group 6	"Needs of Plants and Animals" consumable package
37376	Group 7	"Matter and Landforms" consumable package
37377	Group 8	"Habitats and Plant Growth" consumable package
37378	Group 9	"Motion and Fossils" consumable package
37379	Group 10	"Fossils, Adaptations, and Habitats" consumable package
37380	Group 11	"Ecosystems and ONOW" consumable package
37381	Group 12	"Erosion and Electricity" consumable package
37382	Group 13	"Interacting with Matter" consumable package
37383	Group 14	"Astronomy and Genetics" consumable package

**D. Contract Term**

The term of contract shall be for one (1) year as stipulated in the Invitation for Bid. However, the contract may not begin until one day after approval by the Board of Education and will conclude as stated under the contract term. MCPS reserves the right to extend this contract at existing prices, terms and conditions for up to three (3) additional one (1) year terms. Written notice indicating MCPS' intention to pursue the extension of the contract will be issued to the successful vendor(s) 90 days prior to the expiration of the original contract. The vendor(s) will have 10 days from the date of notification to return the notice acknowledging its intent to accept or reject the extension. Once all responses are evaluated, MCPS staff may make a recommendation to the MCPS Board of Education to extend the contract or decide to rebid. If the contract is extended by the MCPS Board of Education a contract amendment will be issued.

**E. Provision For Price adjustment**

Unit prices quoted herein are subject to price adjustment downward in accordance with decreases in prices announced by the manufacturer of the subject item any time prior to award. Recommendations for awards however, shall be made based on the original bid submission only.

Subsequent to award, the unit prices quoted herein are subject to price adjustment upward and downward in accordance with increases or decreases announced by the manufacturer after the contract award. The successful bidder must notify the director of the Department of Materials Management of any announced manufacturer's price reductions and give immediate benefit to MCPS in a proportionate amount.

Price increases will not be considered for the first six (6) months of the contract. Thereafter the successful vendor must submit a written request for price relief. The request for a price increase shall include documentation from the supplier to verify the basis for such request. MCPS reserves the right to accept or reject the request as may be determined to be in the best interest of MCPS. If a price increase is accepted a contract amendment will be issued. Any orders received prior to a request for price increase shall be honored at the original contract price.

**F. Samples Requirements**

**A sample of each kit may be required subsequent to bid opening, if requested.** Each sample kit shall bear the name of the bidder, item number, bid number, bid opening time and date and shall be carefully tagged or marked in a substantial manner (See Article XXIV of the General Stipulations and Instructions To Bidders). Samples kits shall be delivered within 10 days after notification. Notification will be via telephone confirmed by fax, email or letter.

**F. Samples Requirements (continued)**

If samples are not properly marked, the samples may not be considered. Samples shall be delivered to MCPS Taylor Science Materials Center, 19501 White Ground Road, Boyds, Maryland 20841.

**Failure to deliver samples as required may result in automatic disqualification.**

**G. Interpretation of Specifications**

The commodities in the attached list are specified to meet our minimum requirements. Therefore, bidders are informed that they must provide the items in conformance to quality standards equal to the specifications.

**H. Deviations**

All bids meeting the intent of the invitation will be considered for award. Bidders offering and quoting on substitutions or who are deviating from the terms, conditions and/or specifications shall list such and explain fully on a separate sheet to be submitted with its bid. The absence of such a sheet shall indicate that the bidder has taken no exception and shall be held responsible for performing in accordance with the terms, conditions and specifications as stated herein.

**I. Quotations**

No bidder will be allowed to offer more than one (1) price on each item even though it may feel that it has two (2) or more types of styles that will meet specifications. Bidders must determine for themselves which to offer. If said bidder should submit more than one (1) price on any item, all prices for that item will be rejected. However, this stipulation does not preclude the offering of new products, which do not meet specifications in every respect from being offered as a separate item for consideration for future bids. Such product should be identified as a new product and a brief explanation written as a part of the offer detailing the advantages which can normally be expected of this product over the product specified.

A bidder may restrict its bid to consideration in the aggregate by so stating, but shall name a unit price on each item bid upon. Any bid in which the bidder names a total price for all the articles without quoting a price on each and every separate item may be considered informal. If there is any discrepancy between the unit cost and total cost, the unit cost shall prevail.

This solicitation shall be valid for acceptance during a period of no less than 90 days from date of opening. Once the contract is approved, terms and conditions of the solicitation shall prevail throughout the contract period. emailed spreadsheets shall not be accepted at this time.

**J. General Warranty**

The supplier warrants the items delivered to be of the highest quality, complying with specifications and free from all defects whatsoever in workmanship and materials. The supplier agrees that any replacements and/or adjustments made necessary because of such defects will be made promptly without any cost to MCPS and to the satisfaction of MCPS.

**K. Product Protection Guarantee**

School districts have "automatic" product protection recourse against suppliers for product safety. According to the Code of Federal Regulations (CFR), the supplier whose name and address appear on the package is the responsible party. Suppliers are expected to take immediate action to correct any situation in which product integrity is violated.

L. Quantities

MCPS shall not be obligated to purchase any specific quantity. Quantities in this request are subject to change and purchases are dependent upon the requirements of MCPS and on budgetary limitations. Orders will be placed from time to time throughout the contract term.

M. Vendor Obligation

**Contractors' and sub-contractors' responsibility regarding registered sex offenders:**

Maryland Law requires that any person who enters a contract with a county board of education or a non-public school "may not knowingly employ an individual to work at a school" if the individual is a registered sex offender. An employer who violates this requirement is guilty of a misdemeanor and if convicted may be subject to up to five years imprisonment and/or a \$5000.00 fine.

Each contractor shall screen their work-forces to ensure that a registered sex offender does not perform work at a county public school and also ensure that a subcontractor and independent contractor conducts screening of its personnel who may work at a school. The term "work-force" is intended to refer to all of the contractor's direct employees and subcontractors and/or independent contractors it used to perform the work. Violation of this provision may cause MCPS to take action against the contractor up to and including termination of the contract.

N. Labeling

All items must be boxed and labeled as to content.

O. Material Safety Data Sheets

All vendors offering a brand other than specified are required to submit with their bid a Material Safety Data Sheet for each item. After the award, the successful vendors shall provide MSDS with each shipment, as required by Federal Regulations. All data sheets must be identified with bid number and item number. Failure to submit the Material Safety Data Sheet will disqualify your bid.

P. Customer References

Bidders are required to provide three (3) references. The references shall have company name, contact person, address and phone number of three (3) current customers for which a contract for similar size and products have been provided. If the reference information is not accurate and MCPS cannot contact the person(s) named then your bid may not be considered.

<u>Company Name &amp; Address</u>	<u>Contact Person</u>	<u>Phone Number</u>	<u>Contract Number</u>
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1. \_\_\_\_\_

Email \_\_\_\_\_

<u>Company Name &amp; Address</u>	<u>Contact Person</u>	<u>Phone Number</u>	<u>Contract Number</u>
2. _____			
Email _____			
3. _____			
Email _____			

**Q. Submission of Bids**

One original and one copy of the bid are requested. The cover page of each copy must be clearly marked original or copy. Bidders may wish to reproduce and retain an additional copy for your files.

**R. Evaluation/Award Criteria**

1. Conformance to specifications
2. Ability to perform
3. Price
4. Past performance

**S. Addenda/Errata**

Changes and addenda to a solicitation may occur prior to the solicitation opening date and time. It is the sole responsibility of the bidder to check the "Event Calendar" on the MCPS website <http://montgomeryschoolsmd.org/departments/procurement/> or contact Deborah Ashcom in the Procurement Unit at 301-279-3123, or by email at [procurement@mcpsmd.org](mailto:procurement@mcpsmd.org), to verify whether addenda/errata have been issued. Failure to provide the signed acknowledgement of the addenda/errata may result in the bid being deemed non-responsive.

**T. eMaryland Marketplace Registration**

As of June 1, 2008 Maryland law requires local and state agencies to post solicitations on eMaryland Marketplace. Registration with eMaryland Marketplace is free. It is recommended that any interested supplier register at [www.eMarylandMarketplace.com](http://www.eMarylandMarketplace.com) regardless of the award outcome for this procurement as it is a valuable resource for upcoming bid notifications for municipalities throughout Maryland.

**U. Multi-Agency Participation**

MCPS reserves the right to extend the terms and conditions of this solicitation to any and all other agencies within the state of Maryland as well as any other federal, state, municipal, county, or local governmental agency under the jurisdiction of the United States and its territories. This shall include but not be limited to private schools, parochial schools, non-public schools such as charter schools, special districts, intermediate units, non-profit agencies providing services on

behalf of government, and/or state, community and/or private college/universities that required these goods, commodities and/or services. Use of this solicitation by other agencies may be dependent on special local/state requirements attached to and made a part of the solicitation at time of contracting. The supplier/contractor agrees to notify the issuing agency of those entities that wish to use any contract resulting from this bid and will also provide usage information, which may be requested. A copy of the contract pricing and the bid requirements incorporated in this contract will be supplied to requesting agencies. Each participating jurisdiction or agency shall enter into its own contract with the Award Bidder(s) and this contract shall be binding only upon the principals signing such an agreement. Invoices shall be submitted "directly" to the ordering jurisdiction for each unit purchased. Disputes over the execution of any contract shall be the responsibility of the participating jurisdiction or agency that entered into that contract. Disputes must be resolved solely between the participating agency and the Award Bidder. MCPS assumes no authority, liability, or obligation on behalf of any other public or non-public entity that may use any contract resulting from this bid MCPS pricing is based on the specifications provided in this solicitation.

V. **Inquiries**

Inquiries regarding this solicitation must be submitted in writing, to Deborah Ashcom, Buyer I, Montgomery County Public Schools, 45 W Gude Drive, Suite 3100, Rockville, Maryland 20850. Fax number 301-279-3173 or email [Deborah\\_K\\_Ashcom@mcpsmd.org](mailto:Deborah_K_Ashcom@mcpsmd.org). Questions shall be received no later than four business days prior to bid opening in order for the bidder to receive a reply before submitting its bid. The Board of Education will not be responsible for any oral or telephone explanation or interpretation. Bidder contact with any other MCPS employee regarding this solicitation before the contract is awarded by the Board of Education will be considered by MCPS as an attempt to obtain an unfair advantage and result in non-consideration of its bid. The MCPS Procurement website address is <http://montgomeryschoolsmd.org/departments/procurement/>



**Item Specification**

Custom Science Kits

**Bid No:** 9203

**From:** 07/17/2019

05/29/2019

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**To:** 07/16/2020

**Cycle No:** 10

78605, 78610

**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
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37370 Group 1

Big Day One, Pre-K, consumable package

42184 Red stamp pad, washable 1 Each

As Center Enterprises, CE6605

42185 Black stamp pad, washable 1 Each

As Center Enterprises, CE6606

42186 Wool fabric, 6" x 6" 5 Each

42188 Amphibian Fabric 6" x 6", tan oil skin fabric 5 Each

42189 Reptile fabric, 6" x 6", embossed alligator print 5 Each

42190 Nylon Fabric, 6" x 6" 5 Each

42191 Fleece fabric, 6" x 6" 5 Each

42192 Cotton fabric, 6" x 6" 5 Each

42193 Mammal fabric, 6" x 6", Cheetah print 5 Each

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42194	Feathers 5-6" Pointer feather	5	Each				
	42195	Paper cup, 3 oz	25	Each				
	42201	Straw, wrapped, jumbo	25	Each				
	42202	Cups, 9 oz clear plastic TP9	25	Each				
	42203	Bowl, styrofoam, 8 oz	5	Each				
	42204	Corn starch, 1 lb	1	Each				
	42205	Food color, 4 pkg	1	Each				
	42207	Salt, 26 oz	1	Each				
	42208	Vegetable oil, 16 oz	1	Each				
	42209	White paper plate, 6"	100	Each				
	42210	Dried beans 1 lb, Red Kidney	2	Each				
	42211	Cotton balls, pkg 200	1	Each				

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Custom Science Kits

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42212	White Millet seed, 4" x 6" package	1	Each				
	37371	GROUP 2						
		Big Day Two, Pre-K, consumable package						
	42213	Foam trays, 5" x 7"	10	Each				
	42214	Shaving cream, in pressurized can	2	Each				
	42215	Radish seed, pkg, current year seed packet	1	Each				
	42216	Corn seed, pkg, current year seed packet	1	Each				
	42217	Lima bean seed, pkg, current year seed packet	1	Each				
	42218	Marigold, seed, pkg, current year seed packet	1	Each				
	42219	Soil, 10lb	2	Each				
	42220	Plantar cups, 9oz clear plastic, w/3 drain holes	50	Each				
	42221	Cotton swabs	25	Each				

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42222	Coffee filters, round #4	25	Each				
	42223	Rubber bands, #33	25	Each				
	42224	Blue celophane, roll	1	Each				
	42225	Red celophane, roll	1	Each				
	42226	Yellow celphane, roll	1	Each				
	42227	Sandpaper, sheet, medium grit	6	Each				
	42228	Colored Sand, 5lb, colors can be blue, green, violet	1	Each				
	42229	String, 200", kite, Gayla	1	Each				
	37372	GROUP 3						
		Kindergarten MP1 and 2						
		Heat, Light and Structures, consumable package						
	42230	Craft stick	100	Each				
	42231	Ribbon, roll, at least 18ft	1	Each				

**Item Specification**

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42233	Aluminum foil, roll	1	Each				
	42234	Cardstock, 9"x12", white	8	Each				
	42605	Sand 5 lb	1	Each				
	42606	Soil 5 lb	1	Each				
	42607	Gravel 5 lb	1	Each				
	42608	Cup, clear plastic, 9 oz	24	Each				
	42609	Crayons, assorted color	8	Each				
	42610	Straw, plastic jumbo	100	Each				
	42611	Muslin Fabric, 8" x 8"	10	Each				
	42612	Ziptop baggie, 4" x 6"	8	Each				
	42613	Clear plastic cup, 16 oz	8	Each				
	42614	Dome lid with cut-out to fit 16 oz cup	8	Each				

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Custom Science Kits

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42615	Newsprint, 9" x 12"	8	Each				
	42616	Cup, paper, 3 oz	8	Each				
	37373	GROUP 4						
		Kindergarten MP3 and 4						
		The Way Things Move, consumable package						
	42617	*Floral Wire, 28g, 18"	7	Each				
	42618	*Cardboard, 12" x 12"	7	Each				
	42619	*Cup, Clear Plastic, 9 oz	7	Each				
	42620	*String, roll, cotton	1	Each				
	42621	*Wax Paper, roll	1	Each				
	42622	*Aluminum Foil, roll	1	Each				
	42623	*Sandpaper, sheet	7	Each				
	42624	Cloth Felt, 4 x 16"	7	Each				

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42625	*Yarn, Skein, assorted colors	1	Each				
	42626	Tape, Duct, roll	1	Each				
	37374	GROUP 5						
		Grade 1 MP1 and 2						
		Characteristics of Light and Sound, consumable package						
	42627	Cardboard Box, 7" x 4" x 2"	8	Each				
	42628	Cup, Clear Plastic, 9 oz	8	Each				
	42629	Cup, Paper, 8 oz	32	Each				
	42630	String, roll, cotton	2	Each				
	42631	Cardboard, 3" x 5"	8	Each				
	42632	*Wax Paper, roll	1	Each				
	42633	*Aluminum Foil, roll	1	Each				

**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42634	*Tissue Paper, 20" x 40"	8	Each				
	42635	*Rubber Bands #33	8	Each				
	42636	*Balloon, Assorted Colors, 9"	8	Each				
	37375	GROUP 6						
		Grade 1 MP3 and 4						
		Needs of Plants and Animals, consumable package						
	42637	*Lima Bean, Ford Hook	48	Each				
	42638	*Cup, Clear Plastic, 9 oz	8	Each				
	42639	*Plantar Cup, Square, 3"	30	Each				
	42640	*Soil, 10 lb	1	Each				
	42641	*Chenille Stems, assorted colors	100	Each				
	42642	*Rubber Bands, #33	32	Each				
	42643	*Yarn, Skein	1	Each				



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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42644	*Straw, Plastic	100	Each				
	42645	*Stick Craft	100	Each				
	42646	*Straw, 9" x 12" pkg	1	Each				
	37376	GROUP 7						
		Grade 2						
		Matter and Landforms, consumable package						
	42264	Paper clips, 1", 100/box	3	Each				
	42265	Straws, 250/pkg, unwrapped, jumbo	1	Each				
	42266	Bag of Buttons, assorted color, size, style, 8oz	1	Each				
	42267	Coffee stirrers, wooden, 5.5"	100	Each				
	42268	Play doh, 3oz can, assortment of colors	15	Each				
	42269	Cardboard sheet, 12"x12"	15	Each				
	42270	Sand, fine, 5lb	1	Each				

**Item Specification**

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whsel/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42349	Craft sticks, 100/pkg	2	Each				
	42647	Balloons, 9" latex	14	Each				
	42648	Masking Tape 1"	2	Each				
	42649	Aluminum Foil , 25 ft	1	Each				
	42650	Paper plate 9"	15	Each				
	42651	Salt, 26 oz	1	Each				
	42652	Chenille Stems, pk 100	2	Each				
	42653	Sandpaper, Fine grit, 4" x 4"	7	Each				
	37377	GROUP 8						
		Grade 2						
		Habitats and Plant Growth, consumable package						
	42273	Tulle netting, 1 yd	1	Each				

**Company Name:** \_\_\_\_\_

Custom Science Kits

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42274	Clear Lid	15	Each				
		As Pactiv dome lid, YP95109						
	42276	Potting Soil, 10lb	2	Each				
	42283	Steamer tray, aluminum, 13"x 10"x3"	3	Each				
	42654	Yarn Skein	1	Each				
	42655	Cardboard, 12" x 12"	15	Each				
	42656	Marigold seed pkg	2	Each				
		Current year seed packet						
	42657	Craftstick	30	Each				
	42658	Cup, clear plastic w 3 holes, 9 oz	12	Each				
	37378	GROUP 9						
		Grade 3						
		Motion and Fossils, consumable package						
	42289	Index cards, 3"x5", 100/pkg, unlined, white	2	Each				

**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42290	Wheels, 1/8"	28	Each				
		As Kelvin #990168						
	42291	Axles, 1/8" x 4.5" wood dowel	14	Each				
	42292	Sandpaper, 4"x4", medium grit	7	Each				
	42293	Hot Glue sticks, mini glue gun type	30	Each				
	42294	Cardboard base, 3"x5"	7	Each				
	42659	String roll, twine	1	Each				
	42660	Masking tape, 1"	2	Each				
	42661	Balloon, latex, 9"	24	Each				
	42662	Clear plastic cup, 9 oz	24	Each				
	37379	GROUP 10						

Grade 3

Fossils, Adaptations, and Habitats, consumable package

**Item Specification**

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42296	Fossil soil, 5lb bag, contains soil and fossils, salted	1	Each				
	42297	Party blower, Noiseless, paper, inexpensive	30	Each				
	42298	Straws, flex type, wrapped, jumbo, 100/pkg	1	Each				
	42299	Chop sticks, pair	7	Each				
	42300	Styrofoam peanuts, 6"x4" baggie	1	Each				
	42301	Bird seed, 6"x4" baggie/white millet ONLY	1	Each				
	42302	Cereal, 6"x4" baggie, puffed wheat	1	Each				
	42304	Colored Sticky notes, 3"x3", 3 different colors	3	Each				
	42663	Cups, clear plastic, 9 oz	21	Each				
	37380	GROUP 11						
		Grade 4						
		Ecosystems and ONOW, consumable package						
	42305	Gravel, 10lb	2	Each				

**Item Specification**

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42306	Amquel, 2oz	1	Each				
	42307	Fertilizer, 1oz, Miracle grow, water soluble	1	Each				
	42308	Vegetable oil, 2oz, dropper bottle	1	Each				
	42309	Food handler gloves, plastic, 100/pkg, medium	2	Each				
	42310	Nylon screen, 6" square	15	Each				
	42312	pH test paper, 3.0-5.5 range	1	Each				
	42313	pH test paper, 1-14 range	2	Each				
	42314	Tape, 2" transparent	1	Each				
	42317	Toothpicks, flat, pkg/200	1	Each				
	42318	Salt, Kosher, 1lb	1	Each				
	42319	Seeds, alfalfa, 2oz, labeled, current years seed	1	Each				
	42320	Seeds, grass, 6oz, labeled, current years seed	1	Each				

# Item Specification

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whsel/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42321	Seeds, mustard, 2oz, labeled, current years seed	1	Each				
	42322	Sponges	4	Each				
	42323	Zip top baggie, 6"x9"	30	Each				
	37381	GROUP 12						
		Grade 4						
		Erosion and Electricity, consumable package						
	42324	Battery, D cell	12	Each				
	42325	Microlamp bulb #48	10	Each				
	42326	Wire, #22 Hook up, roll, 50 feet	2	Each				
	42327	Modeling clay, 1lb, assorted colors	5	Each				
	42328	Sandstone, 1-1.5" piece	12	Each				
	42329	Bamboo skewer, 8"	12	Each				
	42341	Soil, 5 lbs	1	Each				

**Item Specification**

Custom Science Kits

**Bid No:** 9203

**From:** 07/17/2019

05/29/2019

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**Cycle No:** 10

78605, 78610

**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
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37382 GROUP 13

Grade 5

Interacting with Matter, consumable package

42330 Clear plastic cups, 100/pkg, w/gradations. 2 oz

2 Each

42331 Sugar, 1lb

1 Each

42332 Baking soda, 1lb

1 Each

42333 Baking Powder, 8oz

1 Each

42334 Corn starch, 1lb

1 Each

42335 Plaster of Paris, 1lb, labeled container, w/mixing instructions

1 Each

42336 Vinegar, 16oz, in plastic bottle

1 Each

42337 Pipettes, plastic, w/gradations

18 Each

42338 Plastic spoons, 1 cc, scoop

30 Each

As per Measurex white scoop



**Item Specification**

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**Company Name:** \_\_\_\_\_

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42339	Construction paper, black, 8.5"x11", 50/pkg	1	Each				
	42340	White chalk, 12/box	2	Each				
	42664	Balloons, 9" latex	30	Each				
	42666	Gloves, foodhandler M, 100 pkg	1	Each				
	42667	Salt, 26 oz	1	Each				
	42668	Toothpicks, flat, 250/pkg	1	Each				
	42669	Masking Tape, 1"	5	Each				
	42670	String, cotton, roll	1	Each				
	37383	GROUP 14						
		Grade 5						
		Astronomy and Genetics, consumable package						
	42342	Chalk, sidewalk, 24 /container	1	Each				
	42671	10 cm x 10 cm cardboard	60	Each				

**Item Specification**

Custom Science Kits

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**Cycle No:** 10

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**Company Name:**

Group/ Seq No	Item/ Whse/ Old	Description	Quantity to Bid	Bid Unit	Unit Price	Brand	Model	Specification Deviations
	42672	Sidewalk chalk, pkg 20	1	Each				
	42673	Aluminum Foil, 25 ft	2	Each				
	42674	Masking Tape, 1"	2	Each				
	42675	Cardstock, 9" x 12" white	50	Each				
	42676	Craftsticks	100	Each				
	42677	Straws, jumbo, unwrapped	30	Each				
	42678	Paper, construction, 9 x 12 black	50	Each				
	42679	Cup, plastic, clear, 9 oz	36	Each				
	42680	Styrene 2" (closed cell) sphere	12	Each				

**193 Items**    Sort Seq: Document Sequence No. within Group Number