

**THE BOARD OF EDUCATION OF MONTGOMERY COUNTY  
MONTGOMERY COUNTY PUBLIC SCHOOLS**

**Division of Procurement  
45 West Gude Dr. Room 3100  
Rockville, Maryland 20850  
301-279-3637  
June 13, 2025**

**INVITATION FOR BID 9472.1.2**

**EMERGENCY RESPONDER 2-WAY RADIO AMPLIFICATION SYSTEMS INSTALLATIONS AT  
VARIOUS LOCATIONS**

**Only Pre-qualified Contractors under RFP 9472.1, Emergency Responder 2-Way Radio  
Amplifications Systems Installations at Various Locations will be considered**

Bid Opening Time: 2:00 P. M.

Bid Opening Date: **July 9, 2025**

**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.**

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

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

1. Term of Contract: See Schedule
2. Terms of Delivery: As Specified
3. Delivery Destination: Individual Location, Noted on Purchase Order
4. Bid Security Required: No  
**Bid Security must be made payable to Montgomery County Board of Education**
5. Performance Bond Required: No
- 6a. Samples Required: ☐ Yes ☒ No
- 6b. Sample Delivery Requirements:
  - ☐ Deliver to Procurement Unit
  - ☐ Deliver to the Distribution Center
  - ☐ Deliver to the Division of Maintenance
  - ☐ 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:** 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 \_\_\_\_\_

**GENERAL:**

All terms and conditions of Invitation for Bid 9472.1.2 dated October 3, 2023 are hereby incorporated by reference and in full force and effect.

**A. SCOPE**

Work for this project is schedule to begin summer of 2025.

**B. SUBMISSION OF BIDS**

**1. Quotation Form**

- a) Quotations are to be entered on the Item Specifications Form supplied herein. Email responses will be accepted at [NanaAma\\_A.Asare@mcpsmd.org](mailto:NanaAma_A.Asare@mcpsmd.org). **on or before July 9, 2025 at 2:00 P.M. Responses received after this time and date will not be considered.**
- b) Bidder must submit prices for each line on the Quotation Form provided. This solicitation shall be valid for acceptance during a period of no less than 90 days from the date of opening. Once the contract is approved, terms and conditions of the solicitation shall prevail throughout the contract period.

**2. Addenda/ Errata**

Changes and addenda to a solicitation may occur prior to the bid opening date and time. It is the bidder's responsibility to check the MCPS website under event calendar <https://www.montgomeryschoolsmd.org/departments/procurement/> or contact the Division of Procurement at phone 240-740-7600 or email [NanaAma\\_A.Asare@mcpsmd.org](mailto:NanaAma_A.Asare@mcpsmd.org) and [procurement@mcpsmd.org](mailto:procurement@mcpsmd.org) to confirm that they have all addenda/errata. Failure to acknowledge errata/addenda on the form may result in a bid being deemed non-responsive and consequently rejected.

**C. INQUIRIES**

Inquiries regarding this solicitation must be submitted in writing, to Nana Ama Asare, Buyer II, Montgomery County Public Schools, Division of Procurement, 45 West Gude Drive, Room 3100, Rockville, Maryland 20850, by email [procurement@mcpsmd.org](mailto:procurement@mcpsmd.org) and [NanaAma\\_A.Asare@mcpsmd.org](mailto:NanaAma_A.Asare@mcpsmd.org). Questions must be received no later than four business days prior to bid opening in order for the bidder to receive a reply prior to submitting its bid. The Board of Education will not be responsible for any oral or telephone explanation or interpretation. Vendor contact with any other MCPS employee regarding this solicitation will be considered by MCPS as an attempt to obtain an unfair advantage and result in non-consideration of its bid. The MCPS Division of Procurement web site address is <https://www.montgomeryschoolsmd.org/departments/procurement/>

**Subsequent to the award** if the Contractor finds any discrepancy or omission and has questions of MCPS's intent, prior to performing work, they shall notify the MCPS Environmental Team Leader **in writing** via email at [Brian\\_A.Mullikin@mcpsmd.org](mailto:Brian_A.Mullikin@mcpsmd.org) to resolve and receive clarification with copies to Nana Ama Asare, Buyer II in the Division of Procurement.

**QUOTATION FORM**

**SEE ATTACHED QUOTATION FORM**