

BELLWOOD-ANTIS SCHOOL DISTRICT
300 MARTIN STREET, BELLWOOD, PA 16617
SCHOOL YEAR 2023-2024

IF YOU ARE NOT USING THE BID FORMS AS PROVIDED, YOUR FORM MUST BE SEPARATED IN THE SAME MANNER.

CONDITIONS

1. Bids shall be received at the Business Office, Bellwood-Antis School District, 300 Martin Street, Bellwood, PA 16617, until 1:00 PM **05-10-23**. All bid envelopes shall be properly sealed and appropriately marked on the outside of the envelope. Bids will be publicly opened on **05-10-23** at 1:00 PM in the Business Office.
2. Bids may be submitted on any/or all items.
3. Bid shall be "all inclusive" with no additional assessments for anything **(including shipping and handling)** to the Bellwood-Antis School District, 300 Martin Street, Bellwood, PA 16617. Price quoted must show the unit price and total price on the bidding form. Terms of discount, if any, must be stated in the designated place on the bidding form. **Prices are to be F.O.B., Bellwood, PA. SHIPPING SHALL NOT BE ADDED WHEN INVOICING. THE DISTRICT SHALL NOT BE INVOICED UNTIL THE ENTIRE PURCHASE ORDER IS COMPLETE.**
4. Under no circumstances shall these specifications be altered. The brand names used are to indicate a minimum of acceptable quality, and if not stated, "or equal" shall be implied. However, if a bidder bids an item(s) other than what is specified, he shall so indicate and the responsibility of providing a substitute item as an equal to that specified shall be the duty of the bidder; it shall not be the responsibility of the Bellwood-Antis School District. Proof of an item(s) as being equal shall accompany the bid and be indexed to the item(s) as contained in these specifications. **(A SAMPLE IS REQUIRED.)** It shall be the responsibility of the bidder for coordinating the return of items that do not meet these specifications or are defective, and the cost thereof. **Items labeled "NO SUBSTITUTE" shall be bid as listed only. PLEASE BID ITEMS IN QUANTITIES REQUESTED. DO NOT CHANGE.**
5. No bidder may withdraw their bid for a period of sixty (60) days after the date set for the opening of the bids. The Bellwood-Antis School District shall have a maximum of sixty (60) days from the date of opening bids for issuance of notice of acceptance and the awarding of the order.
6. The school district is exempt from all federal, state, and local taxes, therefore, the bid prices shall be net of any taxes.
7. The Board of Directors reserves the right to accept or reject any/or all bids, further, to award the bid by dividing the order or to award the entire order to one bidder.
8. If further information is needed, please contact us at (814) 742-7975 between 8:00 A.M. and 3:00 P.M., Monday thru Friday.
9. **ALL ORDERS PLACED SHALL BE DELIVERED BY 08-16-22. DELIVERIES WILL BE ACCEPTED MONDAY – THURSDAY FROM 7:00 A.M. TIL 3:00 P.M. IF YOU CANNOT ABIDE BY THIS DATE, PLEASE INFORM US. WE NEED OUR SUPPLEIS BEFORE THE START OF SCHOOL.**

TO BE COMPLETED BY BIDDER: DATE: _____

ADDRESS & PHONE
PLEASE PRINT

SIGNATURE

COMPANY,