

Requests for Proposal  
Norwalk Public Schools  
125 East Avenue  
Norwalk, CT 06852  
School Furniture  
Request for Proposal

Proposals will be accepted until **July 29th, 2015, at 2:00p.m.** at which time they will be opened. No proposal received after that time will be considered. The Proposer assumes the risk of any delay in the mail or in the handling of the mail by employees of the Norwalk Public Schools whether sent by mail or by means of personal delivery, the proposer assumes responsibility for having its proposal received by Norwalk Public Schools on time at the place specified.

All proposals must be sealed and must be submitted in a plain opaque envelope. All proposals must be addressed to:

Karen Bartron  
Purchasing Agent  
Norwalk Public Schools  
125 East Avenue  
Norwalk, CT 06852.

The proposal label must be clearly marked:

**School Furniture, RFP, July 29th, 2015**

Telephone quotations or amendments will not be accepted at any time. All materials submitted will become property of the District.

The Norwalk Public Schools may make any investigation necessary to determine the ability of the Proposer to meet the needs of this proposal. The Proposer shall furnish any additional information that the District shall request in order to make a determination of a proposal award.

The Norwalk Public Schools reserves the right to consider cost, experience and service history in the award of this proposal. The Norwalk Public Schools reserves the right to waive technical defects in proposals, to reject any or all proposals, in whole or in part, and to make such awards in whole or in part, to re-advertise and invite new proposals; to modify proposals based upon negotiation with the proposer(s); that is in its judgment will be in the best interest of Norwalk Public Schools even if such proposal is not the least cost proposal.

File #3593

The Norwalk Public Schools also reserves the right to discuss the proposal with one or more proposers and to make such modifications as the Norwalk Public Schools, in its sole discretion, deems to be in its best interests.

The awarded vendor must supply all new equipment; no refurbished equipment will be accepted.

The expected award of the bid will be in August, and we are requesting delivery as soon as possible in order to receive prior to the new school year. Please specify delivery on all items. Delivery is requested to be included in pricing. Lift gates may be needed for some locations.

Vendors should provide a brief narrative of past experiences with Norwalk Public Schools or references of other school districts.

Manufacturer Name and model of unit \_\_\_\_\_

Delivery Date: \_\_\_\_\_

Name of Company \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Prepared by (printed Name) \_\_\_\_\_

Title \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_ Email: \_\_\_\_\_

REFERENCES:

1. FIRM NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP CODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

RESPONSIBLE COMPANY AGENT:

NAME: \_\_\_\_\_

TYPE OF OPERATION (Bank, School, Industrial, etc.) \_\_\_\_\_

\_\_\_\_\_

2. FIRM NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP CODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

RESPONSIBLE COMPANY AGENT:

NAME: \_\_\_\_\_

TYPE OF OPERATION (Bank, School, Industrial, etc.) \_\_\_\_\_

\_\_\_\_\_

3. FIRM NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP CODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

RESPONSIBLE COMPANY AGENT:

NAME: \_\_\_\_\_

TYPE OF OPERATION (Bank, School, Industrial, etc.) \_\_\_\_\_

\_\_\_\_\_

Company Name \_\_\_\_\_

		<b>Norwalk Public Schools Furniture 2015-2016</b>		
<b>Item #</b>	<b>Quantity</b>	<b>Description</b>	<b>Unit Price</b>	<b>total</b>
		<b>Nathan Hale Middle School</b>		
1	80	Large Student Tablet Armchairs with front legs, bookrack, and added side bar support. Col 5267W or equal. Sand top with Blue seat.		
2	2	Teacher task chair with arms, HON #H5701 or equal (blue)		
3	2	Teacher desk, double pedestal putty/med oak w/center drawer HON # ECD5A <b>with lock</b> , or equal		
4	6	Bookcases, 59" high, four shelf, putty Hon #S60ABCL		
5	40	Student chairs, 2 pc hard plastic, 17.5" Blue Col model 112 or equal		
6	4	Folding Cafeteria Tables with Benches KI #T11673, 10'		
7	30	Steel folding chairs, beige, KI #D51134		
		<b>West Rocks Middle School</b>		
8	50	Large Student Tablet Armchairs with front legs, bookrack, and added side bar support. Col 5267W or equal. Sand top with Blue seat.		
9	8	Bookcases, 59" high, four shelf, putty Hon #S60ABCL		
10	30	Student chairs, 2 pc hard plastic 17.5" Blue Col model 112 or equal		
11	5	Hard Plastic folding tables, 6' x 29"h x 30'd		
		<b>Ponus Ridge Middle School</b>		
12	50	Large Student Tablet Armchairs with front legs, bookrack, and added side bar support. Col 5267W or equal. Sand top with Blue seat.		
13	1	Teacher task chair with arms, HON #H5701 or equal (blue)		
14	1	Teacher desk, double pedestal putty/med oak w/center drawer HON # ECD5A <b>with lock</b> , or equal		

Company Name \_\_\_\_\_

		Norwalk Public Schools Furniture 2015-2016			
Item #	Quantity	Description	Unit Price	total	
		<b>Naramake Elementary</b>			
		<b>Kindergarten</b>			
15	4	Activity table, flower, adjustable with color edging, legs GSCH-60F (one each in red, green, blue, yellow			
16	1	horseshoe activity table adj.with color edging, legs			
17	3	rectangular tables adj. with color edging, legs (blue, green, red)			
		<b>Fox Run Elementary</b>			
		<b>Kindergarten</b>			
18	4	Activity table, flower, adjustable, color top, red, green, blue, yellow KFI #GAPL 60			
19	1	horseshoe activity table adj. yellow KFI GSPL 6066			
20	3	rectangular tables adj. red, blue, green 36 X 60			