

## Invitation to Bid

Your company is hereby invited to submit a BID QUOTATION ON THE MATERIALS AND LABOR AS FURTHER DESCRIBED IN THIS WRITTEN INVITATION. Please return your bid as prescribed in the accompanying specifications.

Bid documents and specifications are available on the Nampa School District website at [www.nsd131.org/District](http://www.nsd131.org/District), under the menu listing Purchasing/Bids or may be acquired by contacting the District Office at 208-468-4600, between the hours of 8:00 am and 3:30 pm, Monday through Friday.

Bids must be submitted on or before 1:00 pm Mountain Time, Monday, February 29, 2016 to the Clerk of the Board, Nampa School District, 619 South Canyon Street, Nampa, Idaho, 83686. Bids received after this date and time will not be considered. At the stated date, time, and place the bids will be publicly opened.

The Board of Trustees reserves the right to accept or reject any or all bids and to waive any technicality. No bidder may withdraw its bid after the opening of such bids unless the awarding of the bid is delayed for a period exceeding thirty (30) days.

### General Bid Conditions and Requirements

1. The Nampa School District is requesting itemized bids for a building wiring update to Greenhurst Elementary School.
2. All bid respondents must be registered, approved vendors with USAC, have a Service Provider Identification Number (SPIN) and be capable of providing E-Rate services including Service Provider Invoicing (SPI) billing.
3. The bid should include all materials and labor required to complete the installation for the building.
4. The bid should include an estimated time to complete the building installation.
5. Proposals should adhere to District network design standards as determined by the District's Network Engineer. This document is entitled "Nampa School District Data Cable Plant Specification" and may be found on the District website at [www.nsd131.org/District](http://www.nsd131.org/District) under the menu listing Purchasing/Bids.
6. The update will be to add or replace 100 Cat5e drops at Greenhurst Elementary School.
7. Interested bidders must attend a scheduled building walk-through. The place and time for this review are:

Greenhurst Elementary School  
1701 Discovery Place  
Nampa, Idaho 83686

Thursday, February 11, 2016  
11:00 am Mountain Time

8. All proposed equipment, cabling, and hardware must be new (never used) items.

9. Installation work may not be performed during school hours.
10. Bids must be submitted on or before 1:00 pm Mountain Time, Monday, February 29, 2016. Bids are to be submitted in a sealed envelope or other container and should be clearly marked "GREENHURST WIRING UPDATE BID." Bids may be submitted via generally accepted mail carrier or in person. Responsibility for ensuring the proper and timely arrival of any submitted bid shall rest solely with the bidder. The bid must be signed in ink by an authorized representative of the bidder.
11. No bid may be withdrawn after the time of opening. The District reserves the right to accept or reject any and/or all bids, portions thereof, and waive any formality which is deemed to be in the best interest of Nampa School District No. 131.
12. Bids will be evaluated based on, in order of priority: (1) cost; (2) quality of the product proposed and conformity with specifications; and (3) warranty and maintenance resources, capability, and capacity.
13. All bid pricing should be delivered pricing, F.O.B. Nampa, Idaho.
14. Bid pricing is to be held firm for one (1) year from the date of bid opening.
15. At the discretion of the District, the project may be wholly or in part contingent upon successful E-Rate funding.
16. Questions regarding this bid must be submitted and received by Nampa School District NO LATER THAN Monday, February 15, 2016. Questions received after this date will not be addressed. Questions and the respective answers will be publicly posted on the District website at [www.nsd131.org/District](http://www.nsd131.org/District) under the menu listing Purchasing/Bids. Questions submitted in writing may be mailed to:

Scott Jacobsen  
Budget/Purchasing Supervisor  
619 S. Canyon Street  
Nampa, ID 83686

Alternatively, questions may be submitted via email to:

[bids@nsd131.org](mailto:bids@nsd131.org)

All inquiries should be clearly marked as pertaining to this bid, either on the envelope/container or in the subject line.

17. Bids will be jointly evaluated by the Technology and Finance departments and a recommendation for the award of the contract will be made to the Board of Trustees. Notification of the award will be made subsequent to formal approval by the Board.