

HOPKINS COUNTY PUBLIC SCHOOLS 2020-21 INVITATION TO BID

The Hopkins County Board of Education will receive sealed bids for **YEARBOOKS** and services hereinafter described and specified, Bid #**2021YEARBOOKS**. Bids will open on April 21, 2020 and must be received no later than 12:00 pm (Central Time) on May 5, 2020 at the office of the Hopkins County Board of Education, 320 South Seminary Street, Madisonville, Kentucky 42431.

The Hopkins County Board of Education reserves the right to reject any and all bids. The Hopkins County Board of Education reserves the right to award the order or orders to other than the low bidder if it is in the best interest of ultimate economy and standardization to do so. Bidders are to give unit prices, totals for each item, and combined bid if awarded all items specified. Awarded bid vendor may present the District with option to renew 120 days prior to contract end (June 30, 2021). The District has the right to renew and enter into additional two (2) one (1) year contract(s) under the stipulation that both parties agree upon terms with Board consent and approval for the consecutive year(s).

All services and/or equipment shall be delivered prepaid to the Hopkins County Board of Education, 320 South Seminary Street, Madisonville, Kentucky 42431. Any deviation from this shall be covered with each item in the specifications.

If the bidder intends to offer any discounts, the bid shall include any discount available or any payment plan that would be of benefit to the Hopkins County Board of Education. All such discounts will be considered as a part of the bid determining the lowest bid price.

The terms and conditions as set forth in all other sections in this bid document are considered as included within the requirements of this Invitation to Bid. All persons submitting a bid shall therefore be bound by the requirements of these documents and are entitled to inspect same upon request.

Reference to brand names is for identification purposes only and in no way is to be construed as an attempt for comparative purposes.

All bidders shall furnish descriptive literature showing specifications of materials as a part of their bid.

If any emergency arises and the successful bidder is unable to furnish any items required from this stock and/or within the specified time, the Hopkins County Board of Education reserves the right to purchase the necessary items from another source of supply.

When the bid is submitted, the bid number must be marked on the outside of the envelope and mailed or hand carried to the Hopkins County Board of Education at 320 South Seminary Street, Madisonville, Kentucky 42431. The Hopkins County Board of Education is not responsible for late mail or any delivery after the announced bid opening date and time. Please contact Eydie Tate, Director of Finance, at (270) 825-6000 with any questions pertaining to the bid process.

THIS CERTIFICATE MUST BE EXECUTED BY BIDDER

In compliance with this Invitation to Bid, in consideration of the detailed description attached hereto; and subject to all conditions thereof, the undersigned agrees, if this bid is accepted within the time stipulated above, to furnish any of all of the items upon which prices are quoted and for which a contract is awarded by the Hopkins County Board of Education in accordance with the specifications apply at the price set opposite each item.

FIRM NAME _____ BY _____

FIRM ADDRESS _____ TITLE _____