

REVISED – RFQ/BID FORM

**Custodial Cleaning Supplies
RFQ # 1837**

To: Elizabeth McClanahan
Director of Purchasing and Warehouse
Mt. Diablo Unified School District
2326 Bisso Lane
Concord, CA, 94520-4802

From: Shillward, Inc.
Name of Bidder
1671 Atlantic Court
Mailing Address
Union City, CA 94587
City, State & Zip

Responding to RFQ No. 1837 due by **10:30 a.m., on April 25, 2019**, the Bid Submittal Deadline, the undersigned Bidder agrees to furnish and deliver Custodial Cleaning Supplies and Dispensers per the terms, conditions and specifications. I/We have stated hereon the price(s) at which we will furnish and deliver the specified item(s) and will accept as full payment therefore the amount shown below.

Bidder further agrees, in addition to the terms and conditions specified herein, the following terms and conditions that are a part of this bid and any resulting contract:

F.O.B. Point. All shipments shall be made F.O.B. destination, Concord, CA. F.O.B. destination indicates that the *seller* is responsible for shipment until it is tendered to the Mt. Diablo Unified School District. The District will not pay for shipping and handling, nor shall the District pay for any fuel surcharges that are not indicated herein.

Award. Bid award will be based on the lowest responsive, responsible bid price including any transportation charges, as well as any other criteria indicated in these specifications. The District reserves the right to make this bid award at any time up to one hundred eighty (180) days from the date of the bid opening.

Signatures. All information submitted by Bidder, including signatures, must be original. Copies will not be accepted.

Bid Bond. Each bid shall be accompanied by a certified check, cashier's check, or bid bond duly completed on the form provided herewith by a guaranty company authorized to carry on business in the State of CA, in an amount equal to at least ten percent (10%) of the sum of the total amount bid, including any options.

Attention Bidders-Please Read Carefully

Please check your calculations before submitting your RFQ; the Mt. Diablo Unified School District will not be responsible for Bidder miscalculations. Bidders shall thoroughly examine and be familiar with the specifications. The failure or omission of any bidder to receive or examine any bid document(s), forms, instruments, addendum or other document there existing shall in no way relieve any bidder from obligations with respect to this RFQ or to the contract. The submission of a bid shall be taken as prima facie evidence of compliance with this section.

Term of Offer. It is understood and agreed that this RFQ may not be withdrawn for a period of **ninety (90) days** from the Bid Submittal Deadline, and at no time in case of successful Bidder.

Bidder's Acknowledgement of His Understanding of the Terms and Conditions. Signature below verifies that Bidder has read, understands, and agrees to the conditions contained herein and on all of the attachments and agenda.

Addenda Acknowledgement. Receipt and acceptance of the following addenda is hereby acknowledged:

No. <u>1</u> , Dated <u>April 16, 2019</u>	No. _____, Dated _____
No. _____, Dated _____	No. _____, Dated _____
<input type="checkbox"/> Or check here if no addenda were issued.	

Please complete the proposal worksheet and totals below.

Please bid your lowest prices for the items or services on the attached sheets. Before bidding read the Instructions and Conditions and Specifications which are attached.

Submit all bids in a sealed envelope showing the RFQ Number, opening date and time. RFQs must reach the Purchasing Department by Thursday, April 25, 2019 at 10:30 a.m. at the address listed above.

If further information is desired call Elizabeth McClanahan, Director of Purchasing & Warehouse at (925) 825-7440 ext. 3740, or mcclanahane@mdusd.org.

Representations Made Under Penalty Of Perjury. The representations herein are made under penalty of perjury. We hereby offer to sell the Mt. Diablo Unified School District the above item(s) at the prices shown and under the terms and conditions herein, attached, or incorporated by referenced.

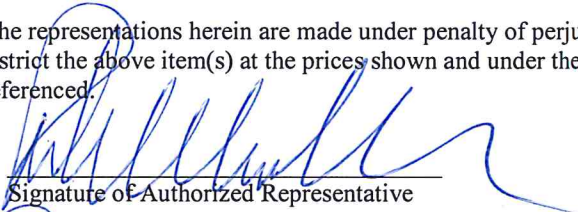
Hillyard, Inc.
Bidder's Name (Person, Firm, and Corp.)

1671 Atlantic Court
Address

Union City, CA 94587
City, State, Zip Code

800-255-5326
Telephone Number

650-365-5730
Facsimile Number



Signature of Authorized Representative

Rob Wullennaber
Printed Name of Authorized Representative

General Manager
Title of Authorized Representative

RWullennaber@hillyard.com
E-Mail Address

NOTE: BIDS SUBMITTED BY FAX OR EMAIL ARE NOT ACCEPTABLE

END OF DOCUMENT

REVISED - PROPOSAL WORKSHEET

Winning bidder will install at no charge to the District approximately two hundred and fifty (250) 4-item chemical distribution stations in which their products will be dispensed. Installation sites to be mutually decided upon reward of contract. Typical setup will be 2 stations at Elementary Schools, 3 stations at Middle Schools and up to 8 stations at high schools depending on needs of the site. All dispensers will be installed within 30 days of contract. Dispensers will accommodate full containers (preferably between 2.0 liters and 2.5 liters) of product provided to the District.

Initial training will be provided to District personnel along with any refresher or follow-up training at no charge to the District.

The products included in this offering will conform to regular cleaning methodology and will include the following:

- **Neutral General Purpose Floor Cleaner such as Betco Neutral Floor Cleaner - #536 GE Daily Floor or equivalent**
- **Disinfectant such as Betco Neutral Disinfectant - #355 Ph7Q Dual or equivalent**
- **Sanitizer such as Betco All Purpose Cleaner - #1023 Spectaculoso or equivalent**
- **Glass and Multi-surface Cleaner such as Betco Glass/Multi Surface Cleaner - #199 Clear Image or equivalent**

Description	Unit	Brand Name and item Number	Unit cost	Total cost
Neutral Floor Cleaner	600 ea	HIL0084225 Robusto	13.93	\$,358.00
Disinfectant	600 ea	HIL0081625 RE-JUV-NAL	9.26	5,556.00
Sanitizer	600 ea	HIL0083725 SUPROX	13.45	\$,070.00
Glass and Multi-surface Cleaner	600 ea	HIL0083925 SUPROX glass & floor CLNR	13.45	\$,070.00

Initial delivered quantity:

- **Neutral General Purpose Floor Cleaner – 600 units**
- **Disinfectant – 600 units**
- **Sanitizer – 600 units**
- **Glass and Multi-surface Cleaner – 600 units**

Re supply as needed.

The undersigned hereby proposes and agrees to furnish and deliver the goods or services as quoted in accordance with the terms, conditions and specifications, and prices herein quoted.

RFQ is subject to a discount of _____ % _____ days.

Total RFQ Amount: \$ 32,683.73

Terms of Payment Net 30

Delivery: Hillyard Truck or Federal Express