

# Public Questions & Answers

## Event Information

Number: 007-23  
Title: Bulk Office and Classroom Supplies  
Type: Request for Competitive Sealed Proposals  
Issue Date: 9/26/2022  
Question Deadline: 10/21/2022 10:00 AM (CT)  
Response Deadline: 10/28/2022 02:00 PM (CT)  
Notes: PURPOSE In order to be in compliance with federal, state and local purchasing laws, the Birdville Independent School District (BISD) is soliciting competitive sealed proposals for Bulk Office and Classroom Supplies. Multiple awards are expected. The cost-price analysis for this contract is \$98,730 based on 2021-22 expenditures.

**CONTRACT TERM AND RENEWALS** This proposal shall be effective from December 1, 2022 through November 30, 2023. The District has the option to extend the contract for four (4) additional one-year periods (not to exceed a total of 5 years). The contract will automatically renew, unless the awarded vendor notifies the District in writing within forty-five (45) days prior to the expiration of the contract. Written notification is also required within the forty-five (45) days prior to contract expiration for any adjustment in price or discount upward or downward. District has the sole right to accept or reject these rate changes. If the rate change is rejected, the contract may be terminated at the end of the current contract period.

An additional ninety (90) day transitional period shall be added to the end of the contractual agreement if desired by the district. The contractual prices, terms and conditions shall remain in force during the transitional period.

**PROPOSAL SUBMISSION** Late proposals will not be accepted. No verbal, telephonic, electronic mail or faxed responses will be considered. The preferred method of delivery is through the e-bid system; however, paper responses will be accepted in the Purchasing Department prior to the due date and time. To receive a paper version, please contact Purchasing via phone 817-547-5629 or by email [bisd.purchasing@birdvilleschools.net](mailto:bisd.purchasing@birdvilleschools.net).

## Published Questions

Question: Will you accept substitute brands for items such as the Crayola colored pencils, 3M Easel Pads, Scotch Tape, etc?

Answer: Our preference is to use the brands specified. BISD will consider substitutes/alternates as indicated on the line items. Any line item not bid brand specific should be labeled an alternate. BISD is the sole determiner of "or equal" status.

Asked: 10/17/2022 12:55 PM (CT)

Question: Are the quantities listed on this bid for a one time purchase or ordered in smaller increments as needed throughout the school year?

Answer: The quantities listed are for a year. If we have space in the warehouse, we will purchase that annual quantity. However, most items are purchased on a quarterly basis.

Asked: 10/17/2022 12:54 PM (CT)

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Question: Will this bid cover fresh flowers, fresh greenery, and/or floral supplies?

Answer: This bid is not for floral supplies or fresh greenery.

Asked: 10/4/2022 03:19 PM (CT)

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Question: We were awarded on 030-20 until 1/31/2025. Are we required to respond to this new request or is this a supplemental bid.

Answer: This bid will replace 030-20. We are not using the final renewals due to the fluctuation in pricing. Bid 030-20 will die at the end of the contract term.

Asked: 9/26/2022 01:05 PM (CT)

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Question: Would it be possible to provide an excel file for the line items? Thank you

Answer: The list was generated in lonwave and I do not have an excel version.

Asked: 9/26/2022 11:14 AM (CT)

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Question: Will this bid cover furniture items such as storage cabinets, lockers or workbenches? Thanks

Answer: This bid will not cover the items you listed above. This bid is primarily for office and school consumable supplies.

Asked: 9/26/2022 10:24 AM (CT)

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