

CHEROKEE COUNTY SCHOOL DISTRICT
SPECIFIC TERMS AND CONDITIONS
FURNITURE FOR OFFICES AND CLASSROOMS F-2021 RFP

1. The Cherokee County School District (CCSD) invites proposals for furniture for administration offices and classrooms as described in the specifications.
2. All information requested on the CCSD proposal form must be provided for analysis purposes. Failure to do so may result in rejection of proposal.
3. The twelve (12) month term will be March 1, 2021, through February 28, 2022. The term may be extended if requested by the successful proposer(s) at least 120 days in advanced of current term expiration. All prices, terms, and conditions shall be submitted for the duration of the term as well as any subsequent renewals.
4. All information requested for this proposal must be submitted through the Bonfire Interactive portal. Paper submissions will not be accepted.
5. All items must be line item priced as specified on the proposal form.
6. Prices quoted must include ALL delivery freight, installation, and shipping charges.
7. All pricing options and applicable charges should be listed separate to ensure comparisons are fair and equitable. It is the proposer's responsibility to provide ALL available pricing options and list ALL applicable charges.
8. An individual sample for RFP numbers nine (9), ten (10), eighteen (18), nineteen (19), twenty-two (22), thirty-one (31), thirty-three (33), thirty-seven (37), thirty-eight (38), fifty-four (54), fifty-eight (58), sixty (60), and sixty-one (61) must be submitted as follows: Delivered to CCSD Central Warehouse, 201 Mountain Brook Court, Building E, Canton, Georgia 30115 no later than 9:00 a.m. Thursday, January 21, 2021.
 - TAGGED APPROPRIATELY PER GENERAL TERM # 10, PAGE 2;
 - Submitted by individual vendor submitting proposal, not manufacturer representing multiple vendors;
 - Failure to provide samples as specified may result in rejection of proposal; and
 - The current awarded vendor must submit a sample if a substitute item is being proposed that is different from the original awarded item.
9. Color swatches, wood grain samples, and brochures **MUST** be provided upon award.
10. Item specification sheets shall include manufacturer, brand, and model number for each item proposed and **MUST** be included with the return of this proposal. Failure to do so may result in rejection of proposal.
11. If assembly is required on an item, submit a copy of the assembly instructions.
12. Model numbers listed on the proposal form represent items currently purchased.
13. As noted on proposal form, pricing is requested for CCSD personnel unloading, assembling, and installing AND proposer unloading, assembling, and installing.
14. It is the proposer's responsibility to handle all contact with manufacturer for warranty repair or replacement issues. All fees associated with the service repairs or replacement for items under warranty will be incurred by the proposer.
15. Proposer must supply a copy of the Company's Return Policy & Procedures.
16. Proposer must provide a separate signed document stating that the proposed items meet and/or exceed the requirements established by the US Consumer Product Safety Improvement Act (CPSIA).

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17. Any deviations to the above specific terms must be stated and written documentation clarifying any such nonconformity must be submitted with proposal response.
18. EVALUATION AND SELECTION PROCESS: The services/products being sought under this RFP are professional in nature. Proposals will be evaluated on a combination of factors. They include, but are not limited to the following criteria:
- 40% Cost
 - 25% Service and Support
 - 20% Product Availability/Lead Time
 - 15% Business References/History