

Purchasing Department
1320 West Main Street Suite 202
Franklin, Tennessee 37064-3700
Phone (615) 472-4010



**WILLIAMSON COUNTY SCHOOLS
RFP #1260**

**Music and Band Instruments
for Williamson County Schools**

Williamson County Schools (WCS) is soliciting competitive proposals for the procurement of Music and Band Instruments along with various music equipment for the district. Proposers shall submit sealed Proposals using the attached forms. Proposal envelopes must be marked “RFP #1260 Music & Band Equipment”. Proposers may include any related literature, brochures, or written material inside the RFP envelope. Sealed Proposals must be submitted on or before 10:30 a.m. on Wednesday, September 22, 2021, at which time RFP envelopes will be publicly opened. Absolutely no Proposals will be accepted after this time. Faxed or emailed proposals will not be accepted. Sealed Proposal envelopes shall be stamped (date and time) by WCS to verify the authenticity of receipt and should be sent to the address listed below as the Proposal opening will take place at the same address:

Williamson County Board of Education
1320 West Main Street Suite 202
Franklin, TN 37064
Attn: Skip Decker, Purchasing Agent

**THE FOLLOWING INFORMATION MUST BE PRINTED ON
THE OUTSIDE OF THE PROPOSAL ENVELOPES:**

- **RFP #1260 Music and Band Instruments**
- **Company Name**
- **Date and Time of Bid opening**

**THE FOLLOWING INFORMATION MUST BE INCLUDED
INSIDE THE SEALED RFP ENVELOPES**

- Completed Proposal Form (form attached)
- Signed and dated Iran Divestment Act (form attached)
- Catalogs or related materials (if desired)

This RFP document was prepared by the WCS Purchasing Department. Please read the specifications carefully. If you have questions concerning this Request for Proposal document, contact the WCS Purchasing Department at 615-472-4079.

SECTION I – GENERAL TERMS AND CONDITIONS

Williamson County Schools reserves the right as determined by WCS Staff to accept or reject Proposals, before or after the RFP opening if WCS determines that a Proposer is not necessarily qualified by experience, is not in a position to perform the work specified in the time allotted, or upon evidence of collusion with intent to defraud or other illegal practice. All proposals are to be complete in every detail as required. Proposals that are incomplete, contain irregularities or are not in accordance with the specifications may be rejected.

1. This project will be awarded to the lowest and best proposal(s) as determined by WCS. WCS reserves the right to award based on quality, price and availability of the products specified, whichever is in the best interest of the school district. WCS reserves the right to award to multiple vendors at its sole discretion. It is the desire and intent of WCS to award this RFP on a line-item basis to multiple vendors.
2. The use of the name of a manufacturer or any special brand(s), models or makes in describing an item or the use of detailed descriptive specifications pertinent thereto, does not necessarily restrict vendors to that manufacturer or specific article or such detailed descriptive specifications. This means or method is simply being used to indicate the character or quality of the articles desired. The article on which proposals are submitted must be of such character, quality and design as will serve the purpose for which it is to be used equally as well as that specified; must be the equal of the article described and equally suitable to the needs of the WCS. If the submitted proposals differ on the make, model, or brand specified or such detailed descriptive specifications, then the manufacturer's name and catalogue reference, together with specifications therefore must be given or other information given (clearly stated on the RFP sheet in every instance) to enable the Purchasing Agent to determine its suitability, or otherwise. WCS reserves the right, through the Purchasing Agent, to be the sole judge in such determinations. When no reference is made by the vendor to the make or grade proposed to be furnished it is understood that the specific article named in the RFP sheet will be furnished.
3. The specified make, model, or brand is a referenced or preferred item that has been established in order to facilitate this RFP project. Therefore, the items that are submitted on the proposal must meet or exceed the specified item.
4. If quantities are provided, they are approximations and may be estimates of the desired instrument(s). This may or may not be the initial purchase quantity. Quantities provided are best estimates of anticipated order quantities; however, WCS cannot guarantee fulfillment of these estimates.
5. Proposals are to be valid for a minimum of 90 days. For all awarded proposals, price, terms and conditions of agreement shall remain in effect for 24 months from the award date for possible additional future orders.
6. All proposals are to be complete in every detail as required, and proposals that are incomplete contain irregularities or are not in accordance with the specifications may be rejected.
7. The language of this request for proposal shall be binding unless mutually amended by WCS and the awarded proposer. Issuance of the purchase order will be the award notice. The terms and conditions of this request for proposal and detailed purchase order shall constitute the entire agreement.
8. All packing slips and invoices must have an approved WCS PO number. We require one itemized invoice per PO which shall be presented after we receive 100% of the items on the original PO..

9. Invoices must be reflective of original proposal. WCS will not be responsible for added expenses. By submission of an RFP the vendor certifies that all items are equal to or better than the referenced items and agrees to all terms and conditions stated herein. Unit prices submitted in the proposal shall include all overhead, expenses, materials, supplies and shipping.
10. As previously stated the total cost of shipping should be included in the unit prices. WCS prefers to avoid expediting or rush shipment scenarios. All shipments should be sent regular freight with standard shipping no overnight or rush shipments should be included in the pricing. The percentage discount structure submitted in this proposal should be such that the vendors proposed price (with the discount) includes all handling and shipping for each unit. Prices must also include 100% handling, material and labor costs from the manufacturer or dealer to the school location. To reiterate, WCS shall not be responsible for “added” expenses that are not accurately / properly disclosed on the bid form; therefore, shipments must be delivered with freight charges prepaid.
11. The awarded vendor shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission but shall fully address the full intent and meaning of each aspect of the specifications.
12. WCS is a tax-exempt organization. All proposals are ultimately subject to funding. Proposal cost must include any / all related sales and use tax...Although WCS is tax exempt – the Proposer(s) are responsible for any / all sales and use tax for the materials and or equipment.
13. It is the vendor’s responsibility to comply with all local, state and federal laws, regulations, codes, licensing, and other requirements. The vendor must be prepared to substantiate compliance upon request by the Board’s representative.
14. For this particular project it is the intent of WCS to award each respective category to the overall low bidder for that category. However, there may be some specific situations that require a line item award based on budget or specific commodity.
15. If at any time the awarded vendor(s) fails to perform over the term of the agreement then WCS reserves the right to negotiate with the next best bidder(s). In addition, the failed vendors may forfeit future business with WCS.
16. WCS Purchasing Department must approve any change in offers to the original proposal specs.
17. The awarded vendor(s) warrants to WCS that all items delivered, and all services rendered shall conform to the specifications or descriptions and will be suitable for the particular purpose purchased, of merchantable quality, good workmanship and free from defects. Vendor extends to WCS all warranties allowed under the U.C.C. Awarded vendor(s) shall provide copies of warranties to WCS upon request. Return of any merchandise not meeting warranties shall be at the vendor’s expense.
19. **LIQUIDATED DAMAGES:** Awarded bidder’s will receive specific instructions on the Purchase Order for each school. The PO’s will be issued around the first week of October 2021. All orders must be 100% completed & delivered no later than April 30, 2022. In the event the awarded bidder fails to meet this obligation – WCS reserves the right to deduct \$200 per consecutive calendar day beginning May 1, 2022 and continuing until PO is 100% complete and satisfactorily accepted by WCS Fine Arts Department. Liquidated damages will be deducted from the awarded bidder’s invoice.

SCOPE OF WORK

WCS will be making purchases of Musical Instruments for the District’s High Schools and Middle Schools School. It is the desired goal of the Districts Fine Arts Director to have this equipment available and ready as soon as possible for the present school year. Vendors of this type of musical equipment should submit unit pricing for the items listed, and a percentage discount off the MSRP for catalog ancillary items that may be purchased after school starts.

EVALUATION AND AWARD

WCS will award this RFP project to the lowest and best proposals.

- Williamson County Schools will determine “Best” by analyzing all proposals and identify which units submitted through the RFP process actually meet or exceeds specifications as outlined in the WCS RFP #1260.
- We will determine “lowest” by compiling a list of all the musical items that actually meet or exceed specification and tabulate these units in order of bid cost.
- From this process – WCS will establish the lowest and best competitive bidders.
- From all of the related steps mentioned above WCS will establish an award an issue Purchase Orders.

All **Invoices** should reference the correct Purchase Order Number and be mailed to:

Williamson County Schools
1320 West Main Street, Suite 202
Franklin, TN 37064
Attn: Mark Kinser, Fine Arts Director

WCS Projected Timetable, all dates are firm:

RFP Opening	Wednesday, September 22, 2021
WCS Purchase Orders Issued	Approximately the first week of October 2021
PO’s must be complete	By or before April 30, 2022

CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

Effective July 1, 2016, this form must be submitted for any contract that is subject to the Iran Divestment Act, Tenn. Code Ann. § 12-12-101, et seq., (“Act”). This form must be submitted with any bid or proposal regardless of where the principal place of business is located.

Pursuant to the Act, this certification must be completed by any corporation, general partnership, limited partnership, limited liability partnership, joint venture, nonprofit organization, or other business organization that is contracting with a political subdivision of the State of Tennessee.

Certification Requirements.

No state agency or local government shall enter into any contract subject to the Act, or amend or renew any such contract with any bidder/contractor who is found ineligible under the Act.

Complete all sections of this certification and sign and date it, under oath, in the presence of a Notary Public or a person authorized to take an oath in another state.

CERTIFICATION:

I, the undersigned, certify that by submission of this bid, each bidder and each person signing on behalf of any Respondent certifies, and in the case of a joint bid or contract each party thereto certifies, as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

Respondent represents it has the full power, knowledge, and authority to make this Certification and that the signatory signing this Certification on behalf of bidder/contractor has been duly authorized to do so on behalf of the bidder/contractor.

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Printed Respondent Name Printed Name of Authorized Official

Signature of Authorized Official

_____ Date _____

WCS RFP #1260

Proposal Cover Sheet

**Band Instruments and Music Equipment
for Williamson County Schools**

Page 1

This signed cover sheet must be the first page of the submitted proposal.

I, _____ (print name) _____ (title)
verify that I have carefully read the specifications, terms, conditions, and instructions contained within this document and that I understand, acknowledge, and agree to all the language set forth in this document. I recognize, by signing this document and submitting my proposal in a sealed envelope with Williamson County Schools, that as the proposer I am fully acknowledging and accept the language contained within this RFP document.

Notice to Proposer – *If you find any of the language, terms, conditions, or specifications unacceptable – then please do not submit a proposal package for this project.*

Signature of Authorized Proposer: _____

COMPANY NAME: _____

ADDRESS: _____

Office Phone Number _____

E-Mail Address: _____

Cell Phone Number _____

Proposal Cover Sheet Page 2

Company Name: _____

Date: _____

**Williamson County Schools RFP # 1260
Wednesday, September 22, 2021 at 10:30 am**

Item Number	Quantity	Acceptable Brand Names	Proposed Item Reference Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
1	2	Yamaha	Yamaha YOB-441M Duet +	New Oboe	Instrument				
		Selmer							
		Jupiter							
2	1	Leblanc	Leblanc L7182	Contrabass Clarinet	Instrument				
		Yamaha							
		Jupiter							
3	1	Holton	Holton H379	Double French Horn	Instrument				
		Yamaha							
		Conn							
4	1	Eastman	Eastman EEP426S	Euphonium	Instrument				
		Yamaha							
		Conn							
5	1	Accent	Accent BN590R	Bassoon	Instrument				
		Selmer							
		Jupiter							
6	10	Wenger or equal to or better than	Wenger 038A001	Roughneck Music Stand	Furniture				
7	10	Wenger or equal to or better than	Student Chair	Chair 16" Black and Chrome Frame	Furniture				

Item Number	Quantity	Acceptable Brand Names	Proposed Item Reference Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
8	1	Wenger or equal to or better than	Wenger 127A261	Chair Rack	Furniture				
9	4	Pacifica or equal to or better than	Pacifica 212	Electric Guitar	Instrument				
10	3	Kustom or equal to or better than.	Kustom KXB	10 watt amps	Electronic				
11	1	Eastman	Eastman VB100	1/4 size Double Bass	Instrument				
		Kustom							
12	3	Eastman	VA 100	15" Viola	Instrument				
		Kustom							
13	6	Economy Oblong cases	Economy Oblong cases	Violin/Viola Case	Instrument				
14	1	B & S	XO	Pro Trumpet	Instrument				
		Jupiter							
		Yamaha							
15	1	Buffet	Buffet E11	Eb Clarinet	Instrument				
		Selmer							
		Yamaha							

Item Number	Quantity	Acceptable Brand Names	Proposed Item Reference Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
16	4	Pearl	Pearl FFXM1412/A	Pearl FFXM Snares, with Case and CX Airframe Carrier Midnight Black	Instrument				
		Yamaha							
		Majestic							
17	1	Pearl	Pearl PBDM1614/A	Marching Bass Drum with Case and CX Airframe Carrier Midnight Black	Instrument				
		Yamaha							
		Majestic							
18	1	Pearl	Pearl PBDM1814/A	Marching Bass Drum with Case and CX Airframe Carrier Midnight Black	Instrument				
		Yamaha							
		Majestic							
19	1	Pearl	Pearl PBDM2014/A	Marching Bass Drum with Case and CX Airframe Carrier Midnight Black	Instrument				
		Yamaha							
		Majestic							
20	1	Pearl	Pearl PBDM2414/A	Marching Bass Drum with Case and CX Airframe Carrier Midnight Black	Instrument				
		Yamaha							
		Majestic							
21	1	Pearl	Pearl PBDM2814/A	Marching Bass Drum with Case and CX Airframe Carrier Midnight Black	Instrument				
		Yamaha							
		Majestic							
22	4	Pearl	Pearl PMTMS660234/A	Tenors (6/6/10/12/13/14) with Case CX Airframe Carrier Midnight Black	Instrument				
		Yamaha							
		Majestic							

Item Number	Quantity	Acceptable Brand Names	Proposed Item Reference Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
23	1	Eastman	Eastman VC100	4/4 size Cello	Instrument				
		Krutz							
24	1	Eastman	Eastman VL100	4/4 size Violin Outfit	Instrument				
		Krutz							
25	1	Wenger or equal to or better than	Cello Rack	6-unit Cello Rack Cherry Color	Furniture				
26	4	Pearl or Humes and Berg		Marching Snare Drum Case	Instrument				
27	2	Pearl or Humes and Berg		Marching Tenor Case	Instrument				
28	5	Pearl		Marching Bass Drum Cases sizes 16", 18", 20" 22". 26"	Instrument				
		Humes and Berg							
29	1	Yamaha	Yamaha YSL-448G	Intermediate Trombone	Instrument				
		Eastman							
		Bach							
30	1	Yamaha	HD300	Harmony Director	Instrument				
		Eastman							
31	1	Eastman	EBB231	Tuba	Instrument				
		Yamaha							
		King							

Item Number	Quantity	Acceptable Brand Names	Proposed Item Reference Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
32	1	Selmer	Selmer 300	Baritone Saxophone	Instrument				
		Yamaha							
		Jupiter							
33	1	Accent	Accent ob591g	Oboe	Instrument				
		Yamaha							
		Jupiter							
34	3	Meinel		3/4 sized Pernambuco Cello Bows	Instrument				
35	1	Wenger or equal to or better than	Cello Rack	6-unit Cello Rack Cherry Color	Furniture				
36	3	SHAR		4/4 sized Fusion Carbon Fiber Violin Bows	Instrument				
37	2	Eastman	Eastman VC100	4/4 size Cello	Instrument				
		Krutz							
38	1	Eastman	Eastman VB100	3/4 size Double Bass	Instrument				
		Krutz							
39	1	Miraphone	Miraphone186	Tuba 186-4U-Series-4-Valve-4-4-BBb	Instrument				
		Yamaha							
		Eastman							
40	1	Jupiter	Jupiter JT1110	Performance-Series-4-Valve-BBb-Tuba					
		Eastman							
		Yamaha							

Item Number	Quantity	Acceptable Brand Names	Proposed Item Reference Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
41	1	St. Petersburg	Model 201N	Tuba Case	Instrument				
42	1	Fox	Fox 450	Oboe	Instrument				
		Yamaha							
		Selmer							
43	1	Black Swamp		Multisonic Concert Snare Drum Maple - 14x5	Instrument				
44	1	Gibraltar		Concert Snare Drum Stand	Instrument				
45	1	Pearl	PSFM16	16" Ocean Drum	Instrument				
46	2	Wenger or equal to or better than	Cabinet 42	Locking Instrument Storage Cabinet with individual grill doors (Stores up to 3 bass, 4 cellos, 18 guitars, 20 violins or violas)	Furniture				
47	3	Yamaha	F325D	Dreadnought Acoustic Guitar	Instrument				
48	1	Manhasset	4701	Symphony 48 Clear Desk Stand Music	Furniture				
49	2	Eastman	Eastman VB95	1/4 size Double Bass	Instrument				
		Krutz							
50	3	Wenger or equal to or better than	Cabinet 5	Locking Instrument Storage Cabinet with individual grill doors (Stores 10 trombones, bassoons, bass clarinets, violins, violas, tenor saxophones, or alto clarinets)	Furniture				

Item Number	Quantity	Brand Name	Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
51	20	Manhasset	Model 48	Music Stands	Furniture				
52	1	Eastman	Eastman EBB231	Tuba	Instrument				
		Yamaha							
		Jupiter							
53	1	Sabian	34"	Gong	Instrument				
54	1	Adams	VCSF30	Vibraphone	Instrument				
55	6	Manhasset	Model 48	Music Stands	Furniture				
56	6	Yamaha	F325D	Dreadnought Acoustic Guitar	Instrument				
57	10	Snark	ST-8	Tuners	Instrument				
58	6	Nanyi	C	Shoulder Rests	Instrument				
59	1	Yamaha	STAGEPAS 600BT	TAGEPAS Portable PA System	Electronic				
60	1	Wenger		Conductor's Podium	Furniture				
61	1	Wenger		Conductor's Stand	Furniture				
62	1	Eastman	Eastman VC100	3/4 size Cello	Instrument				
		Krutz							
63	1	Eastman	Eastman VB100	1/2 size Double Bass	Instrument				
		Krutz							

Item Number	Quantity	Brand Name	Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
64	1	Melhart	BOMFC-99 \$750	Folio Cabinet for Choir/Orchestra 3 columns	Furniture				
		Wenger							
65	1	Yamaha	Yamaha YCL-221	Bass Clarinet w/ Low Eb	Instrument				
		Selmer							
		Jupiter							
66	1	Yamaha	Yamaha 4C	Bass Clarinet Mouthpiece Standard	Instrument				
		Selmer							
		Jupiter							
67	1	Eastman	Eastman ETB322	Trombone	Instrument				
		Yamaha							
		Bach							
68	1	Eastman	Eastman EEP426S	Baritone	Instrument				
		Yamaha							
		Bach							
69	1	Strobel	Strobel MC-75	Student Series 4/4 Size Cello Outfit	Instrument				
		Eastman							
70	1	Pearl	930	Hi Hat Stand 930	Instrument				
71	2	Innovative	CB-2	Concert Bass Drum Soft	Instrument				
72	1	Zildjian	Zildjian K Constantinople	18" K Constantinople Suspended	Instrument				
		Sabian							

Item Number	Quantity	Brand Name	Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
73	5	Wenger or equal to or better than	Cabinet 11	Locking Instrument Storage Cabinet with individual grill doors (Stores 3 Baritones, Euphoniums, or Mellophones)	Furniture				
74	1	Adams	Adams VCGF30	Vibraphone	Instrument				
		Yamaha							
75	1	Eastman	Eastman EBB534	Tuba	Instrument				
		Yamaha							
		Jupiter							
76	24	Manhasset	Model 48	Music Stands	Furniture				
77	1	Jupiter	Jupiter JTS 700	Tenor Sax	Instrument				
		Yamaha							
		Selmer							
78	1	Accent	Accent BC742C	Bass Clarinet	Instrument				
		Yamaha							
		Selmer							
79	1	Eastman	EEP426S	Euphonium	Instrument				
		Yamaha							
		Conn							
80	1	Eastman	VB100	1/4 bass outfit, solid top laminate back	Instrument				
		Krutz							

Item Number	Quantity	Brand Name	Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
81	2	Eastman	Eastman VC100	3/4 cello outfit, solid carved top & back	Instrument				
		Krutz							
82	1	Wenger	Cello Rack	4-unit Cello Rack Cherry Color	Furniture				
83	1	Eastman	Eastman VC100	1/2 size Cello	Instrument				
		Krutz							
84	1	Eastman	Eastman VB100	3/4 size Double Bass	Instrument				
		Krutz							
85	1	Eastman	Eastman VL100	Violin 4/4 size	Instrument				
		Krutz							
86	1	Latin Percussion	LP1210	Temple Blocks	Instrument				
87	1	Accent	Accent BN590R	Bassoon	Instrument				
		Selmer							
		Jupiter							
88	1	Accent	Accent OB591G	Oboe	Instrument				
		Selmer							
		Jupiter							
89	2	Eastman	VC100	1/2 size Cello	Instrument				
90	1	Eastman	V100 or Krutz 200	1 14" viola EastmanV 100 or Krutz 200	Instrument				
		Krutz							

Item Number	Quantity	Brand Name	Model Number	Description	Category	Brand Submitted	MSRP LIST Price Each Unit	Percentage Discount	WCS Final Price Delivered
91	1	King		3/4 Tuba	Instrument				
92	1	Yamaha		29" Professional Series Hammered Copper Timpani	Instrument				
93	1	Yamaha		3.0 Octave Gold Studio Vibraphone	Instrument				
		Adams							
94	1	Eastman	VB100	1/4 size Double Bass	Instrument				
		Krutz							
95	1	Eastman	VC100	4/4 size Cello	Instrument				
		Krutz							
96	1	Wenger		Bass Rack	Furniture				
97	1	Behringer	X32	Rack 40-channel Rackmount Digital Mixer	Instrument				
98	1	Majestic	Majestic B3525A	2.5 Oct Aluminum Bells	Instrument				
		Adams							
		Yamaha							
99	1	Eastman	VC100	4/4 size cello	Instrument				
100	1	SE electronics	SE 4400a	Large-diaphragm Condenser Microphone - Matched Pair	Instrument				
101	1	QSC	K 12.2	Pair: 2000W 12 inch Powered Speaker	Instrument				