

Bidding Requirements

- The winning bidder must be an authorized reseller.
- The vendor should accommodate invoice billing.
- All materials and equipment quoted shall be delivered as agreed upon and directed by the Raytown Quality Schools Technology Support Services department.
- Subcontractors Subcontracting of any services requested under this RFB must be disclosed and agreed to by the District in advance of service initiation and start of work.
- Purchasing and payments shall be in accordance with Board policy DJF as outlined in administrative procedure DJF-AP1. This procedure can be found on the District website.
- The District reserves the right to provide the final contract for mutual consideration and agreement.
- The Raytown School District reserves the right to separate, accept, or eliminate any item(s) listed under the Request for Proposal that it deems necessary to accommodate budgetary and/or operational requirements.
- The District also reserves the right to not select any vendor or purchase any goods and services resulting from this Request for Bid.
- Should any differences arise as to the meaning or intent of specifications in this document and amendments thereto, the School District's decision shall be final and conclusive.
- The District is exempt from sales tax and use taxes. Taxes shall not be listed in a bid/proposal/quote or on invoices. A copy of the letter exempting the District from paying these taxes is available from the District upon request by the contractor/provider.
- A payment schedule shall be decided on with the chosen contractor/provider. Said schedule shall be part of the contract between the contractor/provider and District. There shall be no hidden costs associated with this proposal. If the contractor/provider foresees any additional or unexpected costs or charges to be made, these charges need to be explained in the proposal.
- The selected contractor shall have the responsibility to ensure that the products that are delivered to District match the request and the specifications listed.
- If the contractor source reduces pricing, it is expected that this price reduction be passed on to the School District.
- Pricing should be guaranteed through the completion of project/purchase.