

**PELLSTON PUBLIC SCHOOLS**

**REQUEST FOR  
PROPOSAL**

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**CNC Plasma Cutting Machine  
August 2021**

**REQUEST FOR PROPOSAL**

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## GENERAL TERMS AND CONDITIONS

Pellston Public School District is seeking proposals for the purchase of a CNC Plasma Cutting Machine for our Welding Program.

The award of bid will be based on the “best value” considering price, conformance to specifications, past performance and services, and ability to deliver the products and services. This includes the financial and corporate stability of the supplier.

Each vendor must complete the pricing as requested and attach a complete description with manufacturer name, product part and serial numbers. **Pellston Public School District is exempt from all federal and state sales taxes.** This award will be valid for a period of one-year. Bid prices shall include all delivery and freight expenses.

- 1) Shipments must be coordinated with the District. All shipments will be made to Pellston Public Schools FOB. Delivery will be no later than **October 15 , 2021.**
- 2) Pellston Public Schools reserves the right to accept or reject any or all items in the bid; accept or reject any or all bids; to waive any informalities therein; or for reasons of establishing uniformity or that serve the best interest of the District, to award the contract to other than the low bidder(s).
- 3) All proposals must be submitted on the attached “**BID PROPOSAL FORM**”. The proposal must be the original and signed by an individual **authorized** to bind the vendor to be valid. Proposals must be received by the time and date stated (Day, Date by Time) or they will not be considered. Proposals received after the announced time and date will be returned.
- 4) Two signed copies of the written proposal along with the two signed and notarized Affidavits must be submitted in a sealed envelope marked “**Proposal: CNC Plasma Cutting Machine**” and delivered to Enos Bacon, Principal, Pellston Public Schools, 172 N Park St, Pellston, MI 49769. Bids will be publicly opened and read at **12:00 PM on August 20, 2021** in the Board room located at the above address. Emailed proposals will be accepted by submitting with the subject line reading “**Proposal: CNC Plasma Cutting Machine**” and emailed to [ebacon@pellstonschools.org](mailto:ebacon@pellstonschools.org) by the above specified time, day, date. No late proposals will be accepted. The awarded bid will be recommended to the Board of Education for approval at the Sept. 13, 2021 Board Meeting.
- 5) References of three (3) previous customer’s services, for whom comparable systems have been provided must be furnished. This list shall include company name, person to contact, physical or email address and telephone number. Failure to include references may be ample cause for rejection.

- 6) Any catalog, brand name or manufacturer's reference in this RFP is descriptive – not restrictive- it is intended to indicate type and quality desired. If a brand other than the specified is proposed, complete descriptive information of said article must be included with the proposal. Only like products, quality and warranty will be considered. If the vendor takes no exceptions to specifications referenced in this RFP, brand names, models etc. as specified, must be furnished.
- 7) All items proposed must be new, not reconditioned, including containers suitable for shipment and storage, unless otherwise indicated on the proposal.
- 8) Pellston Public Schools is not liable for any costs incurred by the vendor prior to issuance of any agreements, contracts or purchase orders, and will not pay for information solicited or obtained in response to this RFP. The information obtained will be utilized solely to determine the suitability of the products or services offered. Subsequent procurement, if any, will be in accordance with appropriate rules and regulations.
- 9) All submitted proposals will be reviewed and evaluated by only those officials who have a legitimate interest. Any information within a proposal that a vendor considers to be proprietary should be identified as such in writing. Otherwise, Pellston Public Schools reserve the right to use any or all ideas presented with a proposal in any reply to this RFP. Selection or rejection of a vendor's proposal does not affect this right.
- 10) Vendors may be required to make an oral presentation to Pellston Public Schools evaluators if clarification of a proposal is necessary to make a proper evaluation. A vendor's original proposal cannot be changed in any aspect as a result of an oral presentation. The oral presentation is only intended to provide an opportunity for vendors to clarify specific portions of their specific proposal. Oral presentations will be arranged at the discretion of Pellston Public Schools and will be by invitation only.
- 11) Maintenance costs and any other potentially hidden costs shall be identified as part of the proposal.
- 12) All prices are guaranteed for one (1) full year from the date of purchase.
- 13) The selected vendor will be required to provide electronically any serial numbers associated with this purchase.
- 14) All questions regarding the specifications of this purchase regarding general terms and conditions must be emailed to Mr Enos Bacon @ [ebacon@pellstonschools.org](mailto:ebacon@pellstonschools.org) by **August 17, 2021. All questions and answers will be emailed to interested parties.**

**PELLSTON PUBLIC SCHOOLS – BID PROPOSAL FORM**

**CNC PLASMA CUTTING MACHINE**

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The undersigned certifies that the bid contained herein meets or exceeds specifications. Prices bid will remain firm for one (1) year from the date of opening.

Brand: \_\_\_\_\_

Price Per Unit: \_\_\_\_\_

Warranty Information and Terms (include in cost above): \_\_\_\_\_

Price for Software Per Year: \_\_\_\_\_

Training Costs: \_\_\_\_\_

Any other Costs: \_\_\_\_\_

List of (3) References: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Telephone # **and** Email Address: \_\_\_\_\_

Submitted By: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pellston Public Schools RFP - CNC Plasma Cutting Machine

**CONFLICT OF INTEREST AFFIDAVIT**

This affidavit is required by state law and complies with the State of Michigan, Act No 232 of Public Acts of 2004, Enrolled House Bill No. 5376, Sec. 1267, paragraph 3, and sub-paragraph (d), as listed below:

(3) The advertisement for bids (and proposals) shall do all of the following:

State that the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the board, intermediate schools board, or board of directors or the superintendent of the public school. A board, intermediate school board, or board of directors shall not accept a bid that does not include this sworn and notarized disclosure statement.

**CHECK ONE OF THE TWO BOXES BELOW:**

List and describe all existing conflicts of interest. (attach an additional page if necessary)

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To the best of my knowledge, no conflict of interest exists:

Print Name of Bidder: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Sworn to and subscribed before me, a notary public in and for the above state and county, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public: \_\_\_\_\_

My commission expires: \_\_\_\_\_

**IRAN BUSINESS RELATIONSHIP AFFIDAVIT**

Effective April 1, 2013 all bids, proposals, and /or qualification statements received in the State of Michigan must comply with the “Iran Economic Sanctions Act”. The following certification is to be signed and included at time of submission.

**CERTIFICATION**

Pursuant to the Michigan Iron Economic Sanctions Act, 2012 PA 517, by submitting a bid, proposal or response, Respondent certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an “Iran linked business” as the term is defined in the Act.

Company: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Sworn to and subscribed before me, a notary public in and for the above state and county, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public: \_\_\_\_\_

My commission expires: \_\_\_\_\_

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## PRODUCT SPECIFICATIONS AND REQUIREMENTS

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CNC Plasma Cutting machines offer essential skills necessary for our students to be competitive in the workforce and markets of today. We are seeking a quality piece of hypertherm cutting equipment that will provide the foundations necessary for them to enter the workforce and be competitive in the job market. We are seeking a piece of equipment that will expose them to the necessary technologies and capabilities one would expect from someone in the field of welding and manufacturing. A table that includes easy to use software, laser positioning crosshair, enclosed cutting tool, initial height sense, dry run capability, etc., are but a few of the many features that we would consider.

### Specifications Preferred:

- 4x4 cutting surface
- Steel Frame and Structure
- Integrated Water Table
- Fully enclosed cutting head
- Dual Slide Drive Motors
- Dynamic Cut Control
- Digital Torch Height Control
- Automatic Nesting
- Laptop PC, Fully Loaded With Software
- Consumables Start Up Kit for Torch
- Manuals & Videos for Set Up and Support
- Tech Support