

**NEIGHBORS IN NEED OF SERVICES, INC. (NINOS)**  
**HEAD START / EARLY HEAD START PROGRAM**

*“Creating a brighter future for our children and la familia”*



**Bid Packet for  
Classroom Furniture  
FY 2019/2020  
# 19-RFP-009**

**Neighbors In Need of Services, Inc. Head Start/Early Head Start  
Invitation to Bid**

**Bid Number# 19-RFP-009**

**Bid Title: Classroom Furniture**

**Date Due: September 11, 2019**

**Due No Later Than: 4:00 p.m.**

NINOS Inc. Head Start/Early Head Start Program is a private non-profit organization. NINOS Inc. Head Start/Early Head Start Programs provide services to low income families for children from birth to five years of age. The agency is funded to serve 2,914 children throughout the counties of Cameron and Willacy Counties.

The agency is currently seeking bids for its Classroom Equipment and Materials:

**(Attachment "A")**

**CLOSING SUBMISSION DATE & PUBLIC OPENING**

Please submit the following information in a sealed envelope by 4:00 p.m. on September 11, 2019. Bid opening will be held on September 12, 2019 at 9:00 a.m. at NINOS, Inc. Administration office located at 22887 State Hwy 345, Rio Hondo, TX 78583

**INQUIRIES**

For further information please call Ruben Garcia at (956) 399-9944 ext. 113 or email at [ruben.garcia@ninosinc.org](mailto:ruben.garcia@ninosinc.org)

**NON-DISCRIMINATION & EQUAL OPPORTUNITY**

No person shall on the grounds of race, color, religion, sex, national origin, age, handicap, political affiliation or belief be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment in the administration of or in connection with any program or activity funded in whole or in part with funds made available under this contract.

**NON-RESPONSIVE PROPOSALS**

Proposals may be judged non-responsive and will be removed from further consideration if any of the following occur:

- The proposal is not received timely in accordance with the terms of this proposal
- The proposal does not follow the specified format
- The proposal does not include documentation of accompanying credentials

**REVIEW PROCESS**

NINOS Inc. reserves the right to reject any or all proposals submitted and contemplates award of the contract to the responsible offer or with the most advantageous bid.

**NEIGHBORS IN NEED OF SERVICES, INC. HEAD START/EARLY HEAD START  
INSTRUCTIONS**

**Carefully read all instructions, requirements and specifications.** Fill out all forms properly and completely. Prior to returning your sealed bid response/submittal, all Addendums - if issued – review and download by entering the NINOS, Inc. website at: [www.ninosinc.org](http://www.ninosinc.org).

Please return bid in sealed envelope. Be sure that return envelope shows the Bid Number, Description and is marked "SEALED BID".

**RETURN BID TO:**

Delivered to the administration office by Delivery Services.

Attn: Lina Garza  
22887 State Highway 345  
Rio Hondo, TX 78583

Mailed using USPS.  
Attn: Lina Garza  
PO Box 189  
Rio Hondo, TX 78583

**You must sign below in ink failure to sign will disqualify the offer. All prices must be typewritten or written in ink.**

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

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

City, State, Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax No: \_\_\_\_\_





E-mail: \_\_\_\_\_

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

(Your signature attests to your offer to provide the goods and/or services in this bid according to the published provision of this bid.)



**Attachment "A"**  
**NEIGHBORS IN NEED OF SERVICES, INC. HEAD START/EARLY HEAD START**  
**BID SPECIFICATIONS FOR**  
**CLASSROOM EQUIPMENT AND MATERIALS**



- NINOS, Inc. is soliciting Bids for CLASSROOM EQUIPMENT AND MATERIALS for 19/20 school year beginning October 2019 through September 2020, or until a subsequent bid is awarded.
- Delivery must be made between October 2019 through September 2020 and staggered orders and deliveries throughout the year may be requested. NINOS, Inc. will maintain a stockless inventory. Orders will be placed with vendor on an as needed basis. *All shipping costs must be included in bid prices.*
- All pricing and terms on the Core lists must remain firm/constant and cannot change throughout the entire bid award period.
- Partial Bids will be accepted. Items will be purchased individually unless otherwise specified.
- This is a bid inquiry only and implies no obligation on the part of NINOS, Inc.
- Acceptance of and final payment for the item will be contingent upon satisfactory performance of the product received by NINOS, Inc.
- Shipment address is at NINOS Warehouse, 22887 State Hwy 345, Rio Hondo, Texas 78583 and we must be notified at least 72 hours in advance. (956-399-9944)
- Specify if special equipment is required to unload.
- An approved purchase must be delivered within four weeks from date of purchase order.
- Deliveries to be made Monday through Thursday from 9:00 to 11:00 a.m. and 1:30 to 3:30 p.m. (**ONLY**)
- NINOS, Inc. reserves the right to accept or reject all or any part of any bid, waiver minor technicalities. NINOS, Inc. reserves the right to award by item category or by total bid. Prices should be itemized. NINOS, Inc. also reserves the right to award either with or without trade in, if applicable.
- **PLEASE SPECIFY IF YOU ARE SUBSTITUTING AN ITEM THAT IS NOT SIMILAR TO THE PRODUCTS WE ARE REQUESTING (OR IF SLIGHTLY DIFFERENT).**

Description	Image	Quantity	Price Quote
<p>Birch 20 tray mobile cubicles with storage trays Size 48" x 15" deep x 29 1/2" high caster mounted.</p> <p><b>Mobile includes 20 caddy trays. (red,white,blue,yellow)</b></p>			
<p>Birch Double Sided Pick a Book Stand caster mounted</p>			
<p>Birch Big Book Easel with Write and Wipe Front with casters-moveable unit</p>			
<p><b>Birch Sink</b>-20" wide X 15" deep x 27" high.  <b>Cupboard</b> - 20" wide X 15" deep x 35" high.  <b>Stove</b>-20 " wide X 15" deep X 27 high.  <b>Referigerator</b>-20" wide X 15" deep X 35" high.</p>			


Description	Image	Quantity	Price Quote
<p>Birch Multi-Purpose Table 36" Round, Maple Top, 14" High</p> <p><b>Includes: 2 wooden chairs</b></p>			
<p>Birch Low Single Mobile Storage</p> <p>Mobile storage unit is (15") fifteen inches deep and features safe edges and birch finish. Caster mounted for easy mobility.</p> <p>Low Size: 48" wide x 29 1/2" high x 15" deep.</p>			
<p>Birch Locking Storage Unit caster mounted</p>			
<p>Heavy Duty Rest Mats</p> <p>Size 1" thick -1' X24: x 48" – 4 fold mat color</p>			

Description	Image	Quantity	Price Quote
Caddies: Green, Red, Blue, Yellow, White			
Birch Teacher's Storage unit with doors that lock			
Reading & Writing Center Sliding tubs 3" casters, foot activated brake, big book rack, 2 magnetic page Safe premium book ledge, frame and tubs – Measures 28" D X 57"H X 31" W			
Puppet Tree 16"wide X 16"deepX 30"height Rounded tip dowels for safety			

<p>Plastic Virco 9000 stacking chair w/chrome legs  <b>10"</b> recommended for 3 yr olds</p>			
<p>Plastic Virco 9000 stacking chair w/chrome legs  <b>12"</b> recommended for 4 yr olds</p>			

<p>24" x 36" Rectangle with 22" Legs <b>Includes: 2 wooden chairs.</b></p>			
<p>Computer Station</p>			



<p>30" x 60 Rectangle Banded Table</p>			
<p>14"ClassicRider Trike Ages 3 year olds</p>			
<p>ClassicRider Super Cycle for Ages 3 year olds</p>			
<p>Personal Educational Headphones</p>			

Naturally Playful Front Porch Playhouse



Sit arounds, primary colors  
1a' thick soft foam cushions

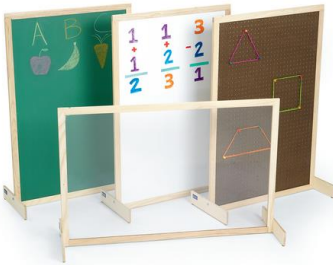





12"ClassicRider Trike  
Ages 3+



Plastic Lego-Table and two chairs set.






Hardwood Frame Room Dividers			
3 sided early years easel			
	Early Head Start		
<p>Birth - 24 mos. / Infant - Toddler</p> <p>Unique table has 4 curved cutouts modeled just like a highchair tray—so little ones can sit up close for snack time or playtime. Hardwood table has a laminated surface for easy cleanups and seats up to 4 children. <i>Chairs sold separately below.</i></p>			
Low tables adjust in height from 15" to 24".			

High chairs for infants			
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<p>Birth - 12 mos. / Infant</p> <p>The chair seats measure 9 3/4"w x 9"h; the trays measure 22 1/2" wide.</p> <p>removable trays</p>			
<p>Heavy Duty Evacuation Crib Birth - 18 mos. / Infant – Toddler</p> <p>The crib has a hardwood frame with 4 fixed sides for maximum safety, a solid steel base for stability, plus tough, 4" casters to quickly and safely evacuate your nursery. Two casters even lock for security. Crib features acrylic end panels and a 3" vinyl-covered mattress.</p>			
<p>Crib casters (2 locking) Adjustable, 2 position mattress board Steel box frame mattress board Fixed-side crib features a lower profile, Clearview end panels which allow for easy viewing of infant.</p>			

<p>Birth - 36 mos. / Infant – Toddler</p> <p>Hardwood chair glides on a covered base that keeps little fingers safe. Best of all, the seat is 19 3/4" wide to accommodate caregivers of all sizes! The seat cover is machine-washable; the back cushion is surface-washable</p>			
<p>24 to 36 months (Toddlers)</p> <p>Easily with a diaper changing table that has toddler-sized stairs to prevent back strain, plus a wall unit that keeps supplies in reach. The Step On Up! Toddler Changing Table measures 43 1/2"w x 24 1/2"d x 38"h.</p>			
<p>Infant to 24 month toddler</p> <p>12 mos. - 24 mos. / Infant - Toddler</p> <p>An easy-access space for changing toddlers! Toddler-sized stairs allow children to step right up for changing time, while divided shelves make it easy to organize—and reach—supplies. The Step On Up! Toddler Changing Table measures 43 1/2"w x 24 1/2"d x 38"h.</p>			

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Birth - 36 mos. / Infant - Toddler

Our super-sturdy bookstand has storage for tons of board books...*and* a low-to-the-ground design that discourages little ones from climbing! Made of durable laminate, the rugged, no-tip stand features 4 open shelves and sturdy side panels with smooth edges and safe, rounded corners. Plus, the open design makes it easy for tots to help themselves to books

**Recommended Age**

Birth - 36 mos. / Infant - Toddler

**Description**

display window that lets babies see and explore their favorite things—at their eye level. Just attach the hardwood frame to the wall, then slip pictures, artwork or photos behind the protective acrylic surface

Center measures 15 3/4" x 42".



**12 mos. - 24 mos. / Infant - Toddler**

**Everything little ones need to sing, dance and make their own music! Here are all the materials and equipment you'll need to incorporate music into children's daily routines—from sing-alongs to movement activities—promoting development in language and literacy, cognitive skills, social interaction and motor control. The First Steps® Locking Supply Cabinet measures 33"w x 18"d x 37"h.**

**Set includes: First Steps® Locking Supply Cabinet  
Classroom CD & Single Cassette Player  
Infant/Toddler CD Bundle - 22 Titles  
Infant/Toddler Instrument Collection - Set of 15**



**Stackable Toddler Cot  
Recommended for  
12 mos to 24 months infant  
and toddler.**





**All In One Toddler Kitchen**

**Age: 18 to 36 mos**



**Carpet**

**6 X 9**

**Birth to toddler age**



**Carpet**

**4 x 6**

**Birth to toddler age**





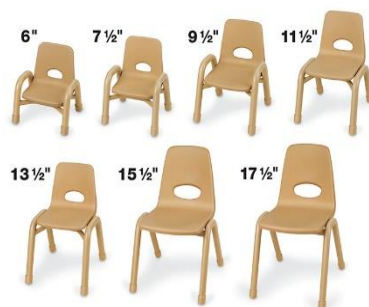
**Infant chairs**

12 mos. - 11 yrs. / Infant - 6th gr.

**Description:**

while the no-scuff nylon tips keep your floors looking like new! Measurements given are for seat heights.

6 inch chair for infant and mobile  
Toddler

**Portable Adult Hand Washing Sink**

**Description: Toddler Chiars**  
**7 1/2 inches height**



**Description: Table**  
**24 mons to 11 yrs.**  
**Low tables adjust in**  
**Height from 15" to 24"**  
**Regulst tables adjust in**  
**Height from 21" to 30"**



**Description:** Birch Cubby and shelf  
**Recommended age:**  
12 mos -6 yrs.



**Description:** 10- Cubby Storage Wall Locker



**Description: 5-Shelf  
Book Display**  
**Measures 25"H +A7x  
24"W x15"D**



**Description: Music Area  
12-24 months storage  
shelf**





**Description: Toddler  
Table & Chairs Set**



**Description:Pillow  
Folding Rest Mats**



**Description:Portable  
Handwashing Sink**



**Description: Toddler  
single Basin Portable  
Sink**



**Description: Rectangulr  
Classroom Carpet  
4' x 6' -Navy color**



**Description: Rectangulr  
Classroom Carpet 6' x 9'  
-Navy color**



**Description: Bye-Bye  
uggy for6**





**Description: BackJack  
Floor Chair XL Size  
Teacher's floor seating**

