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 2021-2022 # 21-RFP-012

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

Bid Number# 21-RFP-012

Bid Title: Classroom Furniture

Date Due: September 16, 2021 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 2,424 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 16, 2021. Bid opening will be held on September 17, 2021 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

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: <u>www.ninosinc.org</u>.

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 21/22 school year beginning October 2021 through September 2022, or until a subsequent bid is awarded.
- Delivery must be made between October 2021 through September 2022 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. <u>All shipping costs must be</u> <u>included in bid prices.</u>
- 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 SIMULAR TO THE PRODUCTS WE ARE REQUESTING (OR IF SLIGHTLY DIFFERENT).

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

Description	Image	Quantity	Price Quote
Birch Multi-Purpose Table 36" Round, Maple Top, 14" High Includes: 2 wooen chairs			
Birch Low Single Mobile Storage Mobile storage unit is (15") fifteen inches deep and features safe edges and birch finish. Low Size: 48" wide x 29 1/2" high x 15" deep.			
30" x 48" Activity Table			
30" x 30" Square tale and Chairs set of 4			

Description	Image	Quantity	Price Quote
Infant High Chair 5"			
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			
Puppet Tree 16"wide X 16"deepX 30"height			

Plastic Virco 9000 stacking chair w/chrome legs 10" recommended for 3 yr olds		
Plastic Virco 9000 stacking chair w/chrome legs 12" recommended for 4 yr olds		
24" x 36" Rectangle with 22" Legs Includes: 2 wooden chairs.		
Computer Station	Walter Line	

30" x 60 Rectangle Banded Table			
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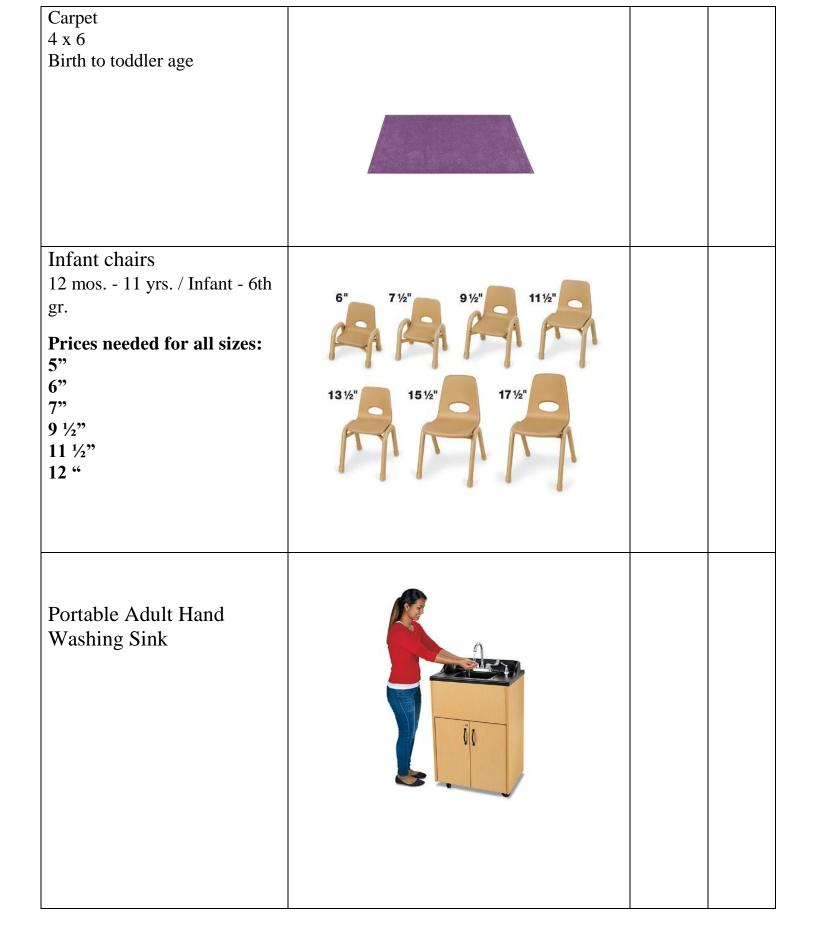
Plastic Lego-Table and two chairs set.		
Hardwood Frame Room Dividers		
Toddler Unique table has 4 curved cutouts Birth to 24 months		

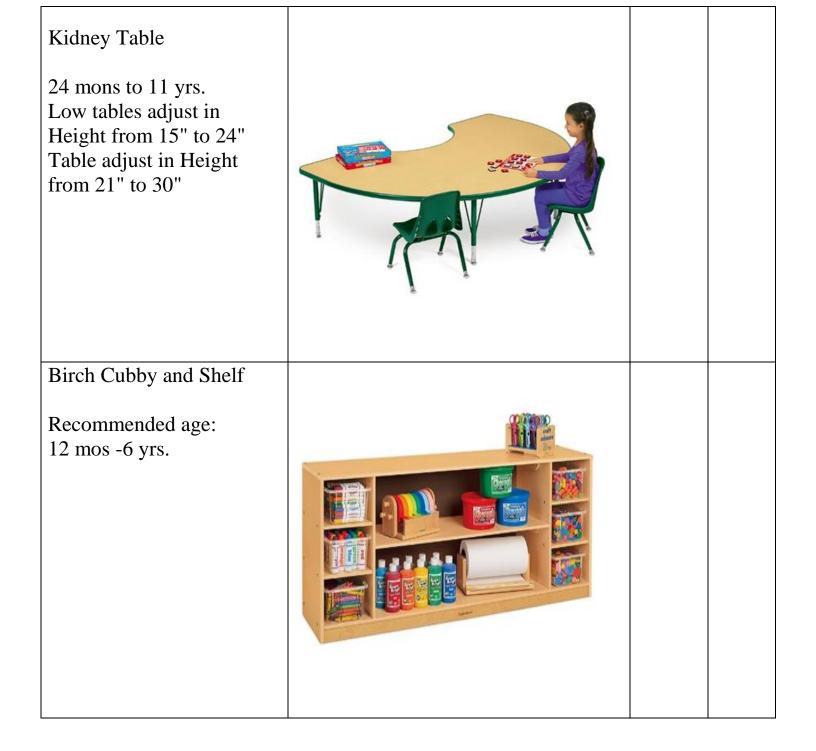


Hardwood chair glider		
The Step On Up! Toddler Changing Table measures 43 1/2"w x 24 1/2"d x 38"h. 24 to 36 months (Toddlers)		
Changing table for toddlers! Infant to 24 month toddler 12 mos 24 mos. / Infant - Toddler Changing Table measures 43 1/2"w x 24 1/2"d x 38"h.		

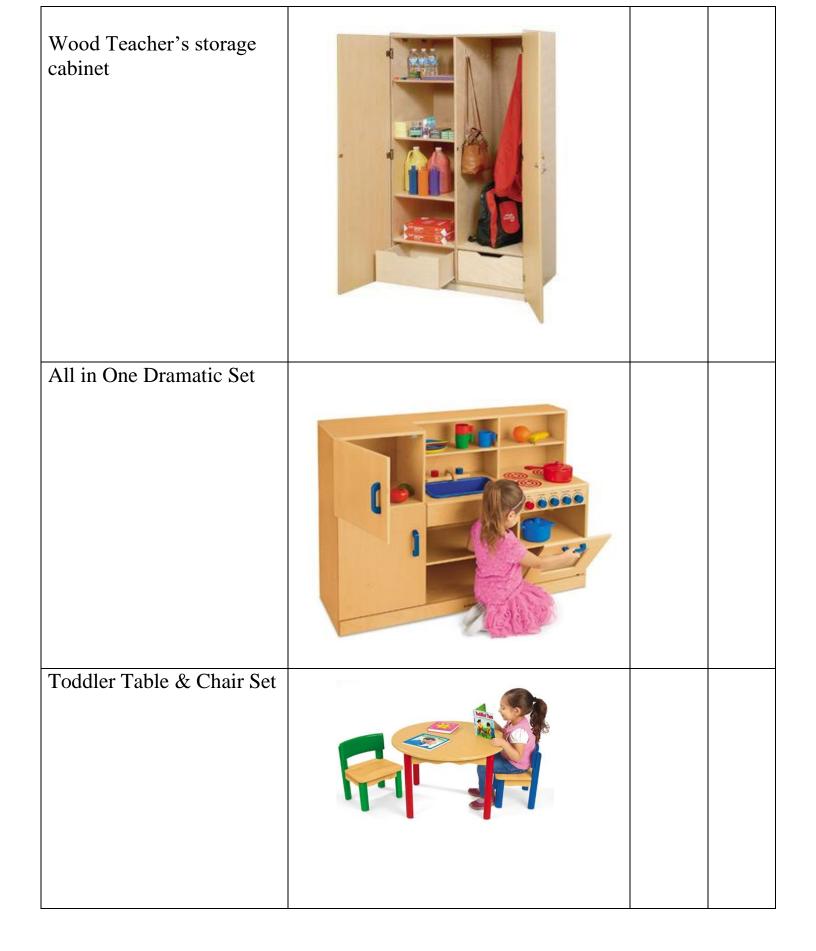


Stackable Toddler Cot Recommended for 12 to 24 months infant and toddler.		
All In One Toddler Kitchen		
Age: 18 to 36 mos		
Carpet		
6 X 9 Birth to toddler age		









Pillow Folding Rest Mats		
Toddler single Basin Portable Sink		
Rectangular Classroom Carpet 4' x 6' -Navy color		
Rectangular Classroom Carpet 6' x 9' -Navy color		

Bye-Bye Buggy sits 6		
30" H Large Large Play Center Need prices for Small		
Play Center as well.		
See Me Stand Mirror and Bar		
Infant Acrylic Floor Mirror		

