



**RAYTOWN
QUALITY
SCHOOLS**
Expect the Exceptional

**REQUEST FOR PROPOSAL
FOR
AUTOMATED EXTERNAL DEFIBRILLATOR
(AED)**

Release Date: 02/18/2021

**Submittal Deadline:
03/02/2021
not later than 10:30 a.m. CDT**

NOTICE OF REQUEST FOR PROPOSAL

Raytown C-2 School District is accepting Requests for Proposal for the following:

Automated External Defibrillators

Sealed proposals will be accepted until **10:30 a.m. 03/02/2021** in the Raytown C-2 School District Administration Building located at 6608 Raytown Road, Raytown, MO 64133 or emailed to steve.shelton@raytownschools.org.

Requests for Proposal are available in the Business Office and requests for copies may be made by phone (816) 268-7000

1. INSTRUCTIONS AND GENERAL CONDITIONS

1.1 Delivery of Proposals: Sealed proposals, subject to Instructions and General Conditions and any special conditions set forth herein, will be received at the Raytown C-2 School District (RSD) business office until the proposal closing date and time indicated herein for furnishing the District with services as detailed in the following request for proposal.

- a) **Proposal Closing:** All proposals shall be **delivered before 10:30 A.M., C.D.T.,** on 03/02/2021 to:

Business Office located at 6608 Raytown Road, Raytown, Missouri 64133, or emailed to steve.shelton@raytownschools.org
- b) The District may not accept any proposals received after 10:30 A.M. and will return such late proposals to the Offeror unsealed.
- c) Offerors must submit one (1) original.
- d) Submitted proposals must be in a sealed envelope identified with: “Response to Automated External Defibrillator Request for Proposal enclosed.” Emailed proposals must have Automated External Defibrillator in the subject line.
- e) If you do not care to submit a proposal, please return the *No Bid Response Page* and note your reason.
- f) If you have obtained this proposal document from a source other than the RSD business office, please check with our office prior to submitting your proposal to ensure that you have a complete package. RSD cannot be responsible for providing addenda if we do not have you on our Vendor list for this proposal.

INTRODUCTION AND GENERAL INFORMATION

1.2 Introduction:

1.2.1 This document constitutes a request for sealed proposals for Automated External Defibrillators as set forth herein.

1.2.2 Organization – This document, referred to as a Request for Proposal (RFP), is divided into the following parts:

- 1) Instructions and General Conditions
- 2) Scope of Services

3) Response/Pricing Page

2.2. Guideline for Written Questions:

2.2.1 All questions regarding this Request for Proposal shall be submitted in writing, prior to the bid opening and no later than 4:30 p.m., 08/17/2012. All questions must be mailed, faxed or e-mailed to the attention of Steve Shelton. All such questions will be answered in writing, and such answers will be provided to all parties having obtained a Request for Proposal packet by RSD via e-mail. Submit questions to:

Steve Shelton
Associate Superintendent – Operations
Raytown C-2 School District
6608 Raytown Road
Raytown, Missouri 64133
or
steve.shelton@raytownschools.org

2.2.2 In the event that it becomes necessary to revise any part of this RFP, written addenda will be issued. Any addendum to this RFP is valid only if in writing and issued by RSD. Verbal conversations or agreements with any officer, agent, or employee of RSD which modify any terms or obligations of this RFP are invalid.

SCOPE OF SERVICES

3.1. Project Description:

Raytown School District, hereafter referred to as the **RSD**, seeks twenty-two (22) Automated External Defibrillators.

3.2. INDEMNITY AGREEMENT: To the fullest extent permitted by law, Contractor shall indemnify, hold harmless and defend RSD, its directors, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with contractor or a subcontract for part of the services), of anyone directly or indirectly employed by contractor or by any subcontractor, or of anyone for whose acts the contractor or its subcontractor may be liable, in connection with providing these services. This provision does not, however, require contractor to indemnify, hold harmless, or defend the District from its own negligence.

4. Response/Pricing Page

In compliance with this Request for Proposal and subject to all the conditions thereof, the Offeror agrees to furnish the services/equipment/supplies requested and proposed and certifies he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal and is authorized to contract on behalf of the firm named below. (Note: This form must be signed. All signatures must be original and not photocopies).

Company Name: _____

Address: _____

Telephone: _____ Fax: _____

Federal Tax ID (or Social Security #): _____

Print Name: _____ Title: _____

Signature: _____ Date: _____

E-Mail Address: _____

5.1. Total cost for Automated External Defibrillators including any related charges. Show unit price and total cost. Additionally, any cost for replacement parts and hourly labor rates.

5.2. List any warranty.