

	STATE FAIR COMMUNITY COLLEGE FACILITIES MANAGEMENT 3201 WEST 16TH STREET SEDALIA, MISSOURI 65301-2199 660-596-7200	Bid Request
		25-012
		The above number must appear on all quotations and related correspondence. This is not an order.
VENDOR		
		We reserve the right to reject any or all bids. FOB Destination SFCC is tax exempt. Please put bid number on front of envelope. Bid is good for 60 days.
DATE ISSUED: October 7, 2024	THIS REQUEST IMPLIES NO OBLIGATION ON THE PART OF SFCC	BID DEADLINE: 5:00 pm CDT on November 11, 2024
BID SPECIFICATIONS:		

REQUESTED BY: Lisa Fiorino, Campus Housing Coordinator

1. Introduction

State Fair Community College, Student Life, is seeking proposals from qualified vendors for the supply, delivery and installation of dormitory furniture. Our goal is to furnish 96 dormitory rooms with 196 beds in a new Residence Hall to create a comfortable, functional, and aesthetically pleasing living environment for our students.

2. Scope of Work

- **Furniture Requirements:**
 - **Beds:** Low Loft beds: 196 Twin XL 36” x 80” and 6 Twin XXL 39” x 90”
 - with adjustable heights, steel channel in solid hard wood posts
 - **Dresser:** Two/three drawer Dresser no bigger than 30” W x 24” D x 30” H
 - **Mattresses:** 300 size Twin XL and 10 size XXL
 - Fluid proof mattresses, fire retardant and bed bug resistant
- **Materials and Construction:**
 - Furniture should be durable and constructed of high-quality materials.
 - Specifications regarding materials (e.g., wood, metal, laminate) and finishes.
- **Delivery and Installation:**
 - Timelines for delivery and installation.
 - Installation should be completed by professionals.

- **Warranty and Maintenance:**
 - Warranty details and coverage.
 - Information on maintenance services and support.

3. Proposal Requirements

Proposals should include:

- **Company Information:**
 - Company background and experience in providing dormitory furniture.
 - Contact information for references.
- **Furniture Specifications:**
 - Detailed descriptions, images and material sample of proposed furniture items.
 - Compliance with required specifications and standards.
 - Inclusive of all product options (color, finish, etc.)
- **Pricing:**
 - Itemized pricing for each piece of furniture.
 - Total cost including delivery, installation, and any additional fees.
- **Delivery and Installation Plan:**
 - Proposed timeline for delivery and installation.
 - Process for handling potential delays, including provisions for temporary storage.
- **Warranty and Support:**
 - Details of warranty coverage and duration.
 - Maintenance and support services offered.

4. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Quality and Durability:** Assessment of the materials and construction.
- **Design and Aesthetics:** How well the furniture matches the design requirements.
- **Cost:** Overall cost and value for money.
- **Delivery and Installation:** Timeliness and efficiency of the delivery and installation process.
- **Warranty and Support:** Extent and quality of warranty and post-installation support.

5. Additional Information

- We encourage site visits for touring our facility to understand our current needs. This can be scheduled through Lisa (information below).
- We will accept digital or scaled room designs.
- **Upon receipt of the initial proposals, a selection process will be undertaken to identify finalists. These finalists will then be required to deliver a presentation and showcase physical prototypes of their proposed furniture.**

Thank you for your interest in this RFP. We look forward to reviewing your proposal.

State Fair Community College, Student Life

All questions should be directed to:

Lisa Fiorino
Campus Housing Coordinator
State Fair Community College
3201 W 16th St., Sedalia, MO. 65301
660-596-7438
Housing@sfccmo.edu

GENERAL CONDITIONS AND TERMS

- Bids must be signed and submitted on this form.
- Any exceptions must be noted on this form.
- Bid Responses are not valid if unsigned or not received by deadline date.
- Bids may be sent by e-mail to cbrown17@sfccmo.edu
- The College reserves the right to waive any minor technicalities in bids when deemed in the best interest of the institution.
- Per RSMo § 34.040 The College reserves the right to reject any or all bids, in whole or in part, and to accept the bid deemed most advantageous to the institution, even if it is not the lowest bid.
- Per RSMo § 34.042 Award shall be based on the best value to the College, considering factors such as quality, price, vendor reputation, and ability to meet required timelines.
- Per RSMo § 34.070 Preference shall be given to Missouri vendors in accordance with Missouri law, provided their bids are competitive in terms of quality and price.
- Per RSMo § 34.353 Preference will be given to products manufactured in the United States, provided the quality and price are comparable to non-domestic goods.
- The College shall not discriminate based on race, color, religion, sex, national origin, or other legally protected categories when evaluating bids.
- Vendors must comply with all applicable federal, state, and local laws and regulations, including the **Americans with Disabilities Act (ADA)**, as amended.
- Vendors must comply with all applicable federal and state affirmative action requirements and must not discriminate in hiring or employment practices.
- The College encourages participation by local, minority-owned, and women-owned businesses.
- Vendors must disclose any potential conflicts of interest involving current or former College employees or Board members.
- College does not prepay or accept COD shipments on awarded bids. Payment terms will be net 30 after acceptable receipt of goods. Vendor response to this Bid Request indicates Vendor accepts College payment policies and purchasing Terms and Conditions.

BID RESPONSE DEADLINE: All bids must be received in the **Facilities Management Office** no later than 5:00 P.M. CDT on

November 11, 2024

(Please print)

Name: _____

Signature: _____

Phone: _____

Email: _____

Date: _____ (Prices good for 60 days.)