

**REQUEST FOR PROPOSAL
RFP Tech 25-002 Interactive LED Panels**

**For the purchase of:
50 Interactive Touch LED panels**

Proposals will be accepted until 10:00 a.m. on April 17, 2024 at the following location:

**Ball-Chatham District Office
201 West Mulberry Street
Chatham IL 62629**

**For inquiries please contact:
Josh Mulvaney
Director of Technology
Ball-Chatham CUSD 5
201 West Mulberry Street
Chatham IL 62629
217-483-2416 ext 1820**

Sealed proposals **plainly marked with “RFP Tech 25-002 Interactive LED Panels” ON THE OUTSIDE OF THE MAILING ENVELOPE AND ON THE SEALED PROPOSAL ENVELOPE**, delivered to Ball-Chatham District Office, 201 West Mulberry Street, Chatham, IL 62629 will be accepted until the date and time identified on page 1 of this RFP. The enclosed bid proposal form, certifications, and this document must be received in a sealed envelope by the date/time specified.

The Ball-Chatham CUSD #5 is interested in receiving proposals from vendors selling interactive LED panels. It is the desire of the district to purchase 50 interactive LED panels with installation. The District is seeking to place the order in April 2024. **INVOICE FOR THE DEVICES MUST BE DELAYED UNTIL JULY 1st, 2024.** All pricing/terms must be valid for a period of at least 90 days from April 17, 2024, regardless of quantity ordered.

Tax:

Do not include Federal and State Sales Tax as the school district is tax exempt.

INSTALLATION:

Installation of the devices should be included as a separate line item on the bid document.

Installation must be completed no later than August 1st, 2024.

Please note the special mount requirements in the below table for 18 of the locations.

Installation will need to be completed during the working business hours of the district.

Installers are responsible for any and all cleanup of areas affected by the installation. Including removal of panel boxes and trash from the installation.

Prior to installation, vendor must complete a walkthrough with district staff to confirm placement of panels.

Installer is not responsible for wiring of devices.

The equipment being purchased will meet or exceed the following specifications:

MAKE/MODEL	Newline 75 Q Pro 4K is the preferred model. District will consider other manufacturers as well.
DISPLAY SIZE	75 inch or larger
DISPLAY PORTS	HDMI, VGA
TOUCHPOINTS	No less than 20
ASPECT RATIO	16:9
TOUCH	Finger touch capable. *Touch feature must work with Chromebook and Windows devices
AUDIO	Must have speakers
PORTS	USB ports
MOUNT	Mount should be included to safely mount to the classroom wall.
MOUNT SPECIAL	18 mounts have to be adjustable heights. These will be used in Kindergarten rooms. They must be able to be adjusted by a single person with little to no work as they will need to be adjusted between student and teacher height.
COMPATIBLE	Must work with Chromebook and Windows machines.
Warranty information should be included in documentation including duration, process of submitting claim, and repair.	
*Attached PC/Chromebook should not be included. Those will be provided by district.	

Section 1

B. Bidding Instructions

1. All bids must be sealed in an envelope. We will not accept any bid that is not sealed in an envelope.
2. Each bidder, by submitting a bid, represents that the bidder “understands fully” the bidding documents and is able to fulfill the requirements of the bid. Oversights and errors will not relieve the bidder of requirements contained in the bids.
3. Written inquiries relating to the bid item specification should be directed to:

Josh Mulvaney
Director of Technology
Ball-Chatham CUSD #5
201 W. Mulberry Street
Chatham, IL 62629
Email: jmulvaney@bcasd5.org

C. Bidding Conditions & Instructions

1. Ball-Chatham CUSD #5 reserves the right to accept or reject any and all bids, or any part thereof, to waive immaterial technicalities, and to accept the bid deemed most favorable to the interest of the district, after all have been examined and evaluated. Ball-Chatham CUSD #5 reserves the right to accept one or none of any item that is bid upon.
2. The Board of Education is not obligated to accept the lowest dollar quote and reserves the right to reject any and all quotes.
3. Bids received late will not be considered.
4. Bids shall be for the brand name product specified.
5. All Public School districts in Illinois are exempt from federal, state, and local municipal taxes. On articles that are subject to such taxes, the district, upon request, will furnish exemption certificates.

C. Delivery and Payment

1. SHIPMENT OF PRODUCT MUST BE NO LATER THAN JULY 5th, 2024. Failure to provide shipment by date listed will allow Ball-Chatham CUSD 5 to cancel the purchase.
2. Due to timing of Board of Education monthly approval of invoices, bidder invoice should read net 45 days.

D. Warranty

1. Bidder guarantees equipment to be free from defects in material and workmanship and provides a warranty for a period of one year from the date of purchase.
2. Payment for defective equipment will be held until bidder delivers an replacement free of defects.

Section II

A. Equal Employment Opportunity Clause

Bidder shall comply with E.O. 11246, Equal Employment Opportunity, as amended by E.O. 11375, Amending Executive Order 11246 Relating to Equal Employment Opportunity, and as supplemented by regulations at 41 CFR Part 60, Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.

B. Sexual Harassment Policy

Successful bidder does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act (775 ILCS 5/2-105) that (it) has a written sexual harassment policy that includes, at a minimum the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal course, investigative and complain process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

C. Illinois Drug-Free Workplace Act

Successful bidder, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug-Free Workplace Act (30 ILCS 58073) that (it) shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and further certifies, that (it) is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

D. Discrimination Policy

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, and Office of Civil Rights, 1400 Independence Avenue SW, Washington, D.C. 20250-9410 or call (800) 795-3272 or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

E. Prevailing Wage

All bidders are required to pay the current prevailing rate of wages as determined by the Illinois Department of Labor prevailing rate of wages for the county where the contract is being performed, and for each craft or type of worker needed to execute the contract.

The complete specification list and bid forms are available electronically at www.chathamschools.org under Board of Education, then Requests for Bids/Proposals. The Ball-Chatham Board of Education reserves the right to reject any or all proposals, to waive any technical or legal deficiencies, and to accept any proposal that it may deem to be in the best interest of the Ball-Chatham School CUSD #5 (District).

REQUEST FOR PROPOSAL

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The undersigned hereby certifies that he has read, understands, and agrees that acceptance by the Board of Education of the bidder's offer by issuance of a purchase order or other documents will create a binding contract. Further, bidder agrees to comply fully with all terms and conditions as set forth in the Board of Education purchasing Rules and Regulations as amended October 3, 1988, together with the specifications and other documentary forms and regulations herewith made a part of this specific procurement or contract. The Ball-Chatham CUSD #5, Board of Education reserves the right to reject any or all bids or portions thereof.

Company Name _____ Telephone _____

Contact Name _____ Email address _____

Address _____ City _____ State _____ Zip _____

Submitted By _____