

**LEWISVILLE INDEPENDENT SCHOOL DISTRICT
PURCHASING DEPARTMENT
LEWISVILLE, TX 75067**

**NOTICE TO BIDDERS
CSP #1985-08**

SCOPE OF WORK: Lewisville Independent School District is requesting proposals for **General Merchandise and School Groceries.**

Firm Name _____ Date _____

Address _____ Phone _____

Sealed competitive proposals will be received by the Purchasing Department of the Lewisville Independent School District until July 22, 2008 at 2:00pm for:

GENERAL MERCHANDISE AND SCHOOL GROCERIES

1. Proposals will be opened at 2:00pm on July 22, 2008 at the Bolin Administrative Center, Purchasing Department, 1565 W. Main Street, Room 220, Lewisville, TX 75067. Proposal representatives are invited to be present. Sealed proposals must be properly labeled on the OUTSIDE of the envelope as follows:

Shari Miller, Procurement Coordinator
William T Bolin Administrative Center
Purchasing Department
1565 W. Main Street, Room 220
Lewisville, TX 75067

*“Sealed proposal for General Merchandise and School Groceries
Opens July 22, 2008 at 2:00pm “*

2. Physical address for delivery of proposal is William T Bolin Administrative Center, Purchasing Department, 1565 W. Main Street, Room 220, Lewisville, TX 75067.
4. Any requests for additional information pertaining to these specifications, should be directed in writing by fax or email to Shari Miller at fax number – 214/222-2450 or email - millersl@lisd.net.
5. No proposal will be considered which is not submitted on the attached “Bid Document” form signed by a proper official of the supplier and submitted in a sealed envelope. No telegraph, telephone, or faxed proposal will be accepted.

Publish: June 14 and 21, 2008

SCOPE OF WORK

In order to be in compliance with the State laws in regard to purchasing, the Lewisville Independent School District is asking for sealed bids from various merchandise stores within the District for the purchase of general merchandise and school groceries for the period of September 1, 2008 through August 31, 2011. If agreed upon by both parties, the Lewisville Independent School District may request an extension of this bid for two additional one-year terms.

SPECIFIC TERMS AND CONDITIONS

1. The Lewisville Independent School District will make multiple awards as they may appear advantageous to the District. The intent of this bid proposal is to provide all schools and departments of the Lewisville Independent School District with a list of qualified companies to purchase from.
2. This bid is for in-store pickup only. There is no delivery involved.
3. Purchases may be made through District credit card or separate purchase orders will be issued for items purchased from the awarded companies. LISD will bring a District credit card or a signed Purchase Order to the vendor. Please state if you accept Purchase Orders: ____YES ____NO

If you answered yes to the above, state if anything else needs to be referenced on the Purchase Order:

4. No quantities are guaranteed as items will be purchased on an "as needed" basis.
5. Companies must return the completed bid in order to be eligible for participation in the award of this bid.
6. The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other Bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person in this type of business prior to the official opening of this bid.

We, the undersigned, have read and fully understand and accept the specifications and conditions of this bid document and can comply.

COMPANY NAME

ADDRESS

CONTACT PERSON (PRINTED OR TYPED) TITLE

TELEPHONE FAX

AUTHORIZED REPRESENTATIVE (PRINTED OR TYPED) TITLE

TELEPHONE FAX

AUTHORIZED REPRESENTATIVE (SIGNATURE)

PRICING SHEET

1. List areas that will receive a discount and amount of discount (if any). _____

2. List purchase amounts that will receive discounts.

\$0 - \$200.00	_____ % discount
\$200.01 - \$300.00	_____ % discount
\$300.01 - \$400.00	_____ % discount
\$400.00+	_____ % discount

3. **Please check A or B below:**

_____ A. Only standard store discounts will apply for this bid.

_____ B. Discounts are listed as stated above.

4. Other discount areas are:

