

**REQUEST FOR PROPOSALS
FOR
SCHOOL BUS PURCHASE**



**INSTANT IMPACT GLOBAL PREP CHARTER
SCHOOL**

319 US-61 South
Natchez Mississippi 39120

Attention: Jasmine Ellis, Chief Financial Officer

319 US-61 South
Natchez Mississippi 39120
Phone: (601)653-3709
Email: j.ellis@iigpcs.org

Issued: November 2, 2023
Due by: November 9, 2023

SELECTION TIMELINE

Issuance of RFP	November 2, 2023
Due date for proposals	November 9, 2023, 1:00 pm
Q&A Interest Meeting	November 7, 2023, 3:00 pm
Opening of Proposals	November 10, 2023, 5:00 pm
School Bus Purchase:	November 14, 2023

The envelope containing your proposal must be marked as follows:

SEALED PROPOSAL ENCLOSED
SCHOOL BUS PURCHASE
CONTRACTOR'S NAME
CONTRACTOR'S ADDRESS
CONTRACTOR'S TELEPHONE NUMBER

The envelope must also be addressed and delivered as follows:

INSTANT IMPACT GLOBAL PREP CHARTER SCHOOL
Jasmine Ellis, Chief Financial Officer
319 Highway 61 South
Natchez, MS 39120

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STATEMENT OF PURPOSE

Instant Impact Global Prep School/District will provide school bus services for students. The purpose of this Request for Proposal (RFP) is for the purchase of school buses. The School/District is looking for quality used buses that are available within a 2 to 3 week period in the most efficient and cost-effective manner possible.

INTRODUCTION

Instant Impact Global Prep Charter School (IIGP) is soliciting competitive proposals to purchase a school bus vendor (Hereafter Contractor) that provides exceptional service and competitive pricing for the District/School. The school is located within Adams County.

DEFINITION OF TERMS

Contractor/Vendor: refers to the successful bidder(s) and collectively to the legal entity, its officer(s) and/or representative(s), which are legally bound to the bid and resulting contracts.

Bidder: Each proposal shall contain the name of every person, firm, or corporation interested in the bid, and in the case of a corporation, shall state the name and title of the official or officials of the corporation by whom the bidder signed. If an agent submits a bid, his/her authority to contract must be clarified by attaching a copy of the existing Power of Attorney.

Document Interpretation/Correction: Questions arising from the Bid Specifications should be directed to:

Walter Sago
Chief Operation Officer of Instant Impact Global Prep Charter School
Phone: (601) 597-5226
Email: w.sago@iigpcs.org

Instant Impact Global Prep
REQUEST FOR PROPOSALS
SCHOOL BUSES
Issue Date: November 1, 2023

Specific Terms & Conditions

- 1. The contract will be awarded to the Proposer who offers the best value to the District. Evaluation of proposals is not based on lowest price alone. IIGP reserves the right to accept or reject any or all proposals, and to waive any technicalities or irregularities. The District also reserves the right to negotiate final contract terms with the selected Proposer.
- 2. Evaluation of proposals shall be in accordance with Mississippi Education Code. The following criteria will apply to evaluation of proposals:

Evaluation Criteria	Point Value
Purchase Price	60
Reputation of vendor and vendor's goods/services	20
Extent to which goods/services meet the District's needs	20
TOTAL	100

3. Proposal Submission Requirements

Proposals should be typed and submitted in a sealed envelope clearly marked on the outside with "Response to RFP for School Buses". Please submit one (1) original copy. Proposals must include the following information:

- Company information

- References from three (3) prior school districts, higher education or governmental entity customers
- Pricing and inventory information, with specifications for each bus proposed for purchase
- Proposal Submission Verification

EXHIBIT A
SCHOOL BUS SPECIFICATIONS

1. All school buses to be purchase shall be 2018 or newer gas models with the minimum following options:
 - AM/FM RADIO
 - LED LIGHT PACKAGES
 - WHITE ROOF
 - TINTED WINDOWS
 - 100 GALLON FUEL TANK
 - AC/HEATING SYSTEM
2. All buses proposed for purchase shall seat at least 48 passengers or more.
3. Buses must be able to be delivered on or before November 15, 2023.
4. School buses must conform to all Department of Transportation regulations related to school district vehicles.

EXHIBIT B

PROPOSAL SUBMISSION VERIFICATION

I certify that I am a duly-authorized representative of the identified firm/company and have the authority to execute contracts on behalf of my organization. I affirm that all information submitted in this Proposal is true and accurate to the best of my knowledge. I agree that should IIGP award the contract to my firm/company that the information submitted in this Proposal shall be made part of any resulting agreement or contract. I understand that the pricing information contained within this Proposal shall remain firm for 30 days after the date of bid opening.

Signature

Date

Name

Title

Firm/Company Name