

**THE TOLEDO PUBLIC SCHOOL DISTRICT  
REQUEST FOR QUOTES  
MAINTENANCE & OPERATIONS  
SUMMER 2014 CLEANING SUPPLIES**

The issuing office of this Request for Quote is:

The Toledo Public School District  
Business Services Dept., Rm. 112  
420 East Manhattan Blvd.  
Toledo, Ohio 43608

This Request for Quotes ("RFQ") contains instructions for the purchase of 2014 summer cleaning supplies for the District buildings.

Any questions concerning this RFQ should be directed in writing to [mettlerd@tps.org](mailto:mettlerd@tps.org). Please enter **RFQ: M&O Summer 2014 Cleaning Supplies** in the Subject line. Please note that all questions and subsequent answers will be posted on the TPS Website @ [tps.org](http://tps.org). Follow the link to District Programs, then Business Division.

A Vendor submitting a quote in response to this RFQ understands that there are certain prerequisites and minimum conditions, and such Vendor acknowledges its acceptance of and agreement to these prerequisites and conditions by the act of submitting a quote.

Scaled quotes must be received in the Treasurer's Office – room 3, no later than **10:00 AM Thursday, April 17, 2014** unless the District extends this deadline. Two (2) copies of the submission should be clearly marked **RFQ: M&O Summer 2014 Cleaning Supplies for the attention of James Gant, Chief Business Manager.**

## **QUOTES**

Written quotes for summer cleaning supplies must be submitted to the District in accordance to this RFQ. Any assumptions made by the Vendor shall be clearly expressed in their quote.

## **CRITERIA**

An award shall be made, if any, to the responsible Vendor whose quote is deemed, in the exclusive judgment of the District, to be most advantageous to the District, with benefits and other factors considered.

The District does not obligate itself to accept the lowest cost quote, the greatest benefit quote, or any other quote. The District reserves the right to reject any and all quotes and shall have no liability whatsoever to any company whose quote is not accepted. The District reserves the right to select any or all items quoted.

The quotes shall be submitted based on criteria as specified in Exhibit A, attached to this Request for Quote.

Vendor is required to include:

1. Cost, including delivery to individual locations.

2. Quotes MUST be submitted attached Exhibit A form. Be sure to include the unit of measure.
3. Items MUST be delivered **NO LATER THAN FRIDAY, JUNE 6, 2014.**
4. Quantities to be determined based on District need.
5. Cut sheets are to be provided for all items quoted.
6. Samples to be provided for items quoted, upon request.
7. Current e-mail address and phone number for contact person

## **COMPLIANCE WITH DISTRICT'S POLICIES**

Quotes submitted by Vendors, and any contract/Master Service Agreement entered between the District and the successful Vendor, must conform to and will be subject to the District's policies. The District's Master Service Agreement is posted on the TPS website @ [tps.org](http://tps.org). Follow the link to District Programs, then Business Division.

## **COMPLIANCE WITH STATE AND FEDERAL LAW**

The District will only do business with a Vendor that complies with all local, state and federal requirements regarding non-discriminatory hiring, fair employment practices and wage and hour standards. Moreover, the Vendor must comply with all local, state and federal laws, rules and regulations applicable to the subject matter of this contract, and any contract proposed by a Vendor must in all respects comply with such laws, rules and regulations.

Any contract entered between the District and the successful Vendor is subject to all local, state and federal laws, rules and regulations now in effect or hereinafter enacted, and if any of these at any time require the termination of the contract, the contract shall terminate and each party shall be left in the position it then occupies, retaining any benefit it has received prior to the time of such termination. The District shall not be required by any contract to engage in any conduct which is prohibited by, contrary to, inconsistent with or pursuant to, any federal or state law, rule, or regulation.

## **MODIFICATION**

The District reserves the right, in its sole discretion, to modify the procedure and required terms of any agreement until any such agreement is executed.

Acceptance of a quote shall not constitute an agreement between the Vendor and the District and shall not be binding on the District unless and until an agreement containing all terms and conditions has been reduced to writing and executed by both the Vendor and the District.

The District reserves the right to reject any or all quotes.

The District reserves the right, in its sole discretion, to ask any Vendor to clarify, modify, or supplement its quote, including through direct contact with the Vendor prior to and/or after the selection of the successful Vendor.

RFQ - Summer 2014 Cleaning Supplies EXHIBIT A

	PRODUCT	PRICE QUOTE	UNIT OF MEASURE
Item 1	Windex Ammonia D - ready to use trigger sprayer, 32 oz. 12/case or equiv. (Sample to be provided)		
Item 2	Aerosol Gum Remover		
Item 3	Latex Disposable Gloves-unpowdered, size M, L, XL (Samples to be provided)		
Item 4	Extra Heavy Duty Floor Stripper - Low voc content (<1% for normal stripping solution) non-ammoniated; dilutable 1:1 to 1:10 for stripping emulsion based floor finish from resilient tile, terrazzo, and other mineral surfaces - PH 13.5; USDA authorized A-4 rating, free rinsing, phosphate free, low odor - 5 gallon pail		
Item 5	"Speedball" Vandal Mark Remover or Like Product - Spray and wipe, no rinse, no residue, removes grease, ink, crayon, pencil, lipstick, black heel marks, smoke film, greasy food soils, other tough stains; can be used on most washable surfaces; cannot be used on water-based paint, aluminum or glass - 32 fluid oz. container		
Item 6	17" Strip Pad - Pad to remove floor finish, sealer, and contaminants from floor surfaces (Sample to be provided)		
Item 7	Blue Huck Towels - 25 lb. box (Sample to be provided)		
Item 8	Carpet Extraction Cleaner - Low foam multi-purpose to be used as an extraction cleaner, traffic lane pre-spray or bonnet buff procedure; safe on all synthetic carpets; 1:320 dilution rate, PH 12.3 - 32 oz. container		
Item 9	20 Oz. White Rayon Mop Head with Cut End, 4 ply - High quality 4 ply rayon yarn, long staple-length yarn, resists mold and mildew; multiple use with disinfectants, sealers, floor finishes and strippers (Sample to be provided)		
Item 10	Neutral Floor Cleaner - No rinse, one-step non-streaking, residue free, hard water tolerant, low foaming, citrus fragrance, PH 7.0 USDA Cl rating phosphate free 2 oz/1 gal. - 5 gallon pail		
Item 11	Bright Solutions Versatile Premium Floor Finish or Like Product - Color-White, PH range 8.0 to 8.5, dilution RTU, density 8.55		
	Cut sheets to be provided. Be sure to include units of measure for prices to be accurately compared.		
	Quote Submitted by:	Date:	
	Company Name:	Phone:	
	Email Address:		