



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
 SCHOOL BOARD ADMINISTRATION BUILDING
 Procurement Management Services
 1450 N.E. 2nd Avenue, Room 650
 Miami, FL 33132

Direct All Inquiries To Procurement Management Services Buyer's Name: _____ PHONE: (305) 995-_____ Email: _____ TDD PHONE: (305) 995-2400
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BID/RFP ADDENDUM

Date: _____

Addendum No. _____

BID/RFP No. _____ BID/RFP TITLE: _____

This addendum modifies the conditions of the above-referenced BID/RFP as follows:

All information, specifications terms, and conditions for the above-referenced BID/RFP, are included on the document posted on the Procurement Management website at <http://procurement.dadeschools.net>

The attached pages containing clarifications, additional information and requirements constitute an integral part of the referenced bid. If your bid/proposal has not been submitted, substitute the pages marked REVISED and mail your entire bid/proposal package.

I acknowledge receipt of Addendum Number _____

PLEASE NOTE: If your firm has forwarded a copy of this bid/proposal to another vendor, it is your responsibility to forward him/her a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL I.D. _____ FAX # _____

BY: SIGNATURE (Manual): _____
 OF AUTHORIZED REPRESENTATIVE

NAME (Typed): _____ TITLE: _____
 OF AUTHORIZED REPRESENTATIVE

SECTION 6 - SPECIAL CONDITIONS

6.1 GENERAL INFORMATION

The purpose of this Invitation to Bid is to establish a contract, at firm-fixed prices, for the purchase of Student and Class Pictures services for various elementary, middle and high schools as needed, for Miami Dade County Public Schools (M-DCPS). The Bidder(s) must commit to maintaining and enforcing the highest levels of pricing, service, quality and standards for entire term of this contract and subsequent renewal

The term of the resulting agreement shall be for a period of three (3) years with two (2) successive options to renew of one (1) -year each, all at the discretion of the District. Options to renew will be evidenced in writing as a contract amendment to the resulting agreement, negotiated, executed and signed by the District prior to the expiration date of the resulting agreement or any valid extension thereof.

6.2 METHOD OF AWARD

The Procurement staff assigned to this ITB, will evaluate and award all responsive and responsible bids. The recommendation for award will be submitted through Procurement staff to the School Board. The award decision will be made by the School Board, whose decision shall be final. The agreement between the successful proposer(s) and the Board will be non-exclusive.

The agreement between the successful bidder(s) and the Board will be non-exclusive. Procurement staff may apply scoring incentives for registered SBE/MBE/VBE bidders, at the recommendation of the Goal Setting Committee, and/or vendors claiming local preference, in accordance with School Board Policy 6320.05. The Goal Setting Committee has assigned a preferential SBE/MBE goal for this ITB.

6.3 BID SUBMISSION

The entire bid packet, including all originals and copies, must be submitted in a main sealed envelope or container (box). Bids must be submitted in the following format:

- One (1) unbound original proposal with all attachments and original signatures.
- One (1) bound copies of the original proposal.
- One (1) electronic versions on CD or USB Drive in Microsoft Word, Excel or PDF format.

All bids must be submitted on 8 1/2" X 11" paper, neatly typed, with normal margins and spacing. Bids must be received by the deadline for receipt of proposals specified in this ITB Timetable (Section 4). The original and all copies must be submitted in a sealed envelope or container clearly labeled on the outside with the Bidder's name, address, telephone number, the bid number, bid title, and bid Due Date to:

Miami-Dade County Public Schools
Stores and Mail Distribution
Procurement Management Services
Attn: Maritza Cozart
7001 SW 4th Street
Miami, FL 33144