

NEIGHBORS IN NEED OF SERVICES, INC. (NINOS)
HEAD START / EARLY HEAD START PROGRAM

“Creating a brighter future for our children and la familia”



**Bid Packet for
Classroom Furniture
FY 2024-2025
24-RFP-10**

**Neighbors In Need of Services, Inc. Head Start/Early Head Start
Invitation to Bid**

Bid Number# 24-RFP-010

Bid Title: Classroom Furniture

Date Due: September 14, 2024

Due No Later Than: 4:00 p.m.

NINOS Inc. Head Start/Early Head Start Program is a private non-profit organization. NINOS Inc. Head Start/Early Head Start Programs provide services to low-income families for children from birth to five years of age. The agency is funded to serve 1990 children throughout the counties of Cameron and Willacy Counties. The agency is currently seeking bids for its Classroom Equipment and Materials:

(Attachment "A")

CLOSING SUBMISSION DATE & PUBLIC OPENING

Please submit the following information in a sealed envelope by 4:00 p.m. on September 13, 2024. Bid opening will be held on September 16, 2024 at 9:00 a.m. at NINOS, Inc. Administration office located at 22887 State Hwy 345, Rio Hondo, TX 78583

INQUIRIES

For further information please call Tracy Torres, Director of Finance, at (956) 399-9944 ext. 114 or email at tracy.torres@ninosinc.org

NON-DISCRIMINATION & EQUAL OPPORTUNITY

No person shall on the grounds of race, color, religion, sex, national origin, age, handicap, political affiliation, or belief be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment in the administration of or in connection with any program or activity funded in whole or in part with funds made available under this contract.

NON-RESPONSIVE PROPOSALS

Proposals may be judged non-responsive and will be removed from further consideration if any of the following occur:

- The proposal was not received in a timely manner in accordance with the requirements.
- The proposal does not follow the specified format.
- The proposal does not include documentation of accompanying credentials.

REVIEW PROCESS

NINOS Inc. reserves the right to reject any or all proposals submitted and contemplates award of the contract to the responsible offer or with the most advantageous bid.

**NEIGHBORS IN NEED OF SERVICES, INC. HEAD START/EARLY HEAD START
INSTRUCTIONS**

Carefully read all instructions, requirements, and specifications. Fill out all forms properly and completely. Prior to returning your sealed bid response/submittal, all Addendums - if issued – review and download by entering the NINOS, Inc. website at: www.ninosinc.org.

Please return the bid in the sealed envelope. Be sure that the return envelope shows the Bid Number, Description and is marked "SEALED BID".

RETURN BID TO:

Delivered to the administration office by Delivery Services.

Attn: Tracy Torres
22887 State Highway 345
Rio Hondo, TX 78583

Mailed using USPS.
Attn: Tracy Torres
PO Box 189
Rio Hondo, TX 78583

You must sign below in ink, failure to sign will disqualify the offer. All prices must be typewritten or written in ink.

Company Name: _____

Company Address: _____

City, State, Zip Code: _____

Telephone: _____ Fax No: _____ E-mail: _____

Print Name: _____ Signature: _____





(Your signature attests to your offer to provide the goods and/or services in this bid according to the published provision of this bid.)

Attachment "A"
NEIGHBORS IN NEED OF SERVICES, INC. HEAD START/EARLY HEAD START
BID SPECIFICATIONS FOR
CLASSROOM EQUIPMENT AND MATERIALS

- NINOS, Inc. is soliciting Bids for CLASSROOM EQUIPMENT AND MATERIALS for 24/25 school year beginning October 2023 through September 2024, or until a subsequent bid is awarded.
- Delivery must be made between October 2024 through September 2025 and staggered orders and deliveries throughout the year may be requested. NINOS, Inc. will maintain a stockless inventory. Orders will be placed with a vendor on a needed basis. All shipping costs must be included in bid prices.
- All pricing and terms on the Core lists must remain firm/constant and cannot change throughout the entire bid award period.
- Partial Bids will be accepted. Items will be purchased individually unless otherwise specified.
- This is a bid inquiry only and implies no obligation on the part of NINOS, Inc.
- Acceptance of and final payment for the item will be contingent upon satisfactory performance of the product received by NINOS, Inc.
- The shipment address is NINOS Warehouse, 22887 State Hwy 345, Rio Hondo, Texas 78583 and we must be notified at least 72 hours in advance. (956-399-9944)
- Specify if special equipment is required to unload.
- An approved purchase must be delivered within four weeks of the date of purchase order.
- Deliveries to be made Monday through Thursday from 9:00 to 11:00 a.m. and 1:30 to 3:30 p.m. (**ONLY**)
- NINOS, Inc. reserves the right to accept or reject all or any part of any bid, waiver minor technicalities. NINOS, Inc. reserves the right to award by item category or by total bid. Prices should be itemized. NINOS, Inc. also reserves the right to award either with or without trade in, if applicable.
- **PLEASE SPECIFY IF YOU ARE SUBSTITUTING AN ITEM THAT IS NOT SIMILAR TO THE PRODUCTS WE ARE REQUESTING (OR IF SLIGHTLY DIFFERENT).**

Description	Image	Quantity	Price Quote
<p>Birch 20 tray mobile cubicles with storage trays Size 48" x 15" deep x 29 1/2" high caster mounted.</p> <p>Mobile includes 20 caddy trays. (red,white,blue,yellow)</p>			
<p>Birch Double Sided Pick a Book Stand caster mounted</p>			
<p>Birch Big Book Easel with Write and Wipe</p> <p>Moveable unit</p>			
<p>Birch Sink-20" wide X 15" deep x 27" high. Cupboard - 20" wide X 15" deep x 35" high. Stove-20 " wide X 15" deep X 27 high. Referigerator-20" wide X 15" deep X 35" high.</p>			

Description	Image	Quantity	Price Quote
<p>Birch Multi-Purpose Table 36" Round, Maple Top, 14" High</p> <p>Includes: 2 wooden chairs</p>			
<p>Birch Low Single Mobile Storage</p> <p>Mobile storage unit is (15") fifteen inches deep and features safe edges and birch finish. Low Size: 48" wide x 29 1/2" high x 15" deep.</p>			
<p>30" x 48" Activity Table</p>			
<p>30" x 30" Square table and Chairs set of 4</p>			

Description	Image	Quantity	Price Quote
<p>Infant High-chair 5" high</p> <p>Removable trays</p>			
<p>Infants High-chairs 9 3/4"w x 9"h; the trays measure 22 1/2" wide.</p> <p>Removable trays</p>			
<p>Birch Teacher's Storage unit with doors that lock</p>			
<p>Reading & Writing Center</p> <p>Sliding tubs 4" casters, foot activated brake, big book rack, 2 magnetic page</p>			

Puppet Tree

16"wide X 16"deepX
30"height



Plastic Virco 9000
stacking chair w/chrome
legs

10" recommended for 3
yr olds



Plastic Virco 9000
stacking chair w/chrome
legs

12" recommended for 4
yr olds



Infant/Toddler chairs
Prices needed for all sizes:

5"

6"

7"

9 1/2"



24" x 36" Rectangle
with 22" Legs

Includes: 2 wooden
chairs.



Computer Station



30" x 60 Rectangle
Banded Table



Plastic Lego-Table and
two chairs set.



Heavy Duty Evacuation
Crib
Birth - 18 mos. / Infant -
Toddler



Crib
w-casters (2 locking)
Adjustable, 2 position
mattress board



Hardwood chair glider



Toddler Changing Table measures 43 1/2"w x 24 1/2"d x 38"h.

24 to 36 months (Toddlers)



Birth - 36 mos. / Infant - Toddler



Wall Display Mirror

Recommended Age
Birth - 36 mos. / Infant - Toddler

Center measures 15 3/4" x 42".



Music shelf



Stackable Toddler Cot
Recommended for
12 to 24 months infant and
toddler.



All In One Toddler
Kitchen

Age: 18 to 36 mos



Carpet

6 X 9
Birth to toddler age



Carpet
4 x 6
Birth to toddler age



Portable Adult Hand
Washing Sink



10- Cubby Storage Wall
Locker



5-Shelf Book Display
Measures 25"H +A7x
24"W x15"D



Toddler Table & Chair Set



Pillow Folding Rest Mats



Toddler single Basin
Portable Sink



Bye-Bye Buggy

sits 6

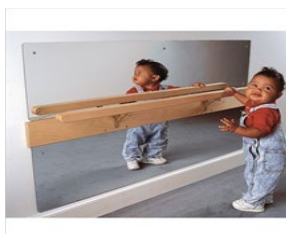


30" H Large Play
Center

Need prices for Small
Play Center as well.



See Me Stand Mirror and Bar



Infant Acrylic Floor Mirror



First Chair 6.5" seat high



8 Trifold Mat Storage



Lounger set of 4

