



OCEANSIDE COLLEGIATE ACADEMY

## **Request for Proposal: Classroom Ceiling Speakers**

**January 2, 2022**

**Issued By:**

**Oceanside Collegiate Academy**

**PROPOSAL TO BE RECEIVED BY:**

**DATE: February 4, 2022**

**TIME: 12:00 PM**

**CONTACT: Sandi Baldwin**

**EMAIL: [sbaldwin@landsharks.org](mailto:sbaldwin@landsharks.org)**

Oceanside Collegiate Academy

580 Faison Road, Mount Pleasant, SC 29466 • 843-936-7128 • [oceansidecollegiateacademy.org](http://oceansidecollegiateacademy.org)

**Proposer Information – Include Page with Proposal**

Vendor Name

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Mailing Address:

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City, State, Zip Code:

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Federal ID or Social Security Number:

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Contact Person:

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Email Address:

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Telephone Number:

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Fax Number:

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*I certify that this proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, materials, supplies, or equipment, and is in all respect fair and without collusion and fraud. I agree to abide by all conditions of this proposal and certify that I am authorized to sign this proposal for the Bidder.*

Authorized Signature:

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Name (type or print):

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Title:

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Date:

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Oceanside Collegiate Academy (“OCA”), a public charter school located in Mount Pleasant, SC is accepting proposals from vendors to provide and install ceiling speakers in classrooms by May 5, 2022. The deadline for this proposal is **12:00 p.m. local time, February 4, 2022**. Proposals will be accepted via e-mail at [sbaldwin@landsharks.org](mailto:sbaldwin@landsharks.org) or mail. Any proposals received later than the specified time will not be considered.

Due to the timeframe involved, OCA wishes to condense the RFP timeline. As such, the school will not be shortlisting firms for this project. For the benefit of OCA, firms are expected to be self-aware of their capabilities and experience, and those who do not meet the stated requirements on the following pages are asked to not submit proposals. Evaluation of each proposal will be made as soon as possible, with the award contingent upon approval of the Principal and Board of Directors.

OCA reserves the right to reject any or all proposals or to cancel this request in its entirety. Any questions relating to this proposal must be submitted in writing and emailed to [sbaldwin@landsharks.org](mailto:sbaldwin@landsharks.org) through February 4, 2022. In case of duplicate, similar, or equal proposals, the decision of OCA will be final.

## **REQUIREMENTS AND GUIDELINES**

The following requirements and guidelines apply to this Request for Proposal:

- First and foremost, only qualified professional companies with experience such as this should respond to this Request for Proposal.
- It is the bidder’s responsibility to fully understand the scope of the request.
- A proposal must be provided that is not more than 10 pages. This proposal must provide a final cost of all services and fees. Any proprietary information should be marked as “confidential” on each part of the proposal, price excepted.
- Any personnel coming into OCA must be able to pass background checks. All personnel will need to provide a State Issued ID to gain access to OCA campus.
- If bidder has a standard set of terms and conditions, they must be submitted with the proposal. All terms and conditions will be subject to negotiation.
- Proposals that are ambiguous in terms of price, services, or compliance with other terms of the proposal will be disqualified from consideration.
- Bidders responding to this RFP must comply with all federal, state, and local laws regarding confidentiality of students, staff, and any volunteers of Oceanside Collegiate Academy. Some examples include FERPA, HIPPA etc.
- The bidder’s products and services shall be in full compliance with all applicable state, federal, local, environmental, and safety laws, regulations, ordinances, and standards or any standards adopted by nationally recognized testing facilities regardless of whether or not they are referred to in this invitation.
- Services must conform to the specifications of this request and are subject to inspection and approval. Materials provided/used shall comply and in quality and type of material method of manufacture with all federal, state, and local laws pertaining thereto.

- The vendor shall supply a guarantee for all workmanship for the services rendered. Upon inspection, if faulty work is found, OCA will report directly to the vendor for immediate action.
- Service date/time availability shall be a consideration factor in the awarding process. The Proposer shall include with its Proposal the service dates/times expected to work on campus.
- Vendor shall maintain insurance from companies licensed to write business in South Carolina, with an A.M. Bets rating of “A” or higher, and acceptable to Oceanside Collegiate Academy.
- Certificates shall be furnished to OCA naming Oceanside Collegiate Academy as an additional insured. The amount of insurance to be provided for all coverages shall not be less than \$1,000,000 per occurrence for claims. Insurances to be included: Commercial General Liability.

## **PROPOSAL EVALUATION CRITERIA**

The evaluation of the proposals will be based on the following criteria. To ensure consideration for this Request for Proposal, your proposal should be complete and include all the following criteria:

- Overall proposal suitability: proposed solution(s) must meet the scope and needs included herein and presented in a clear and organized manner.
- Value and Cost: Bidders will be evaluated on the cost of their solution(s) based on the work to be performed in accordance with the scope of the service.

**Right to Protest:** Prospective or actual bidders who are aggrieved in connection with this intended award or award may protest to the school principal in writing within 10 days of the notice of award date.

***Oceanside Collegiate Academy reserves the right to award to the bidder that presents the best value to OCA as determined solely by OCA in its absolute discretion.***

## **SCOPE OF WORK**

Oceanside Collegiate Academy is seeking one (1) qualified vendor to provide and install 16 ceiling speakers in classrooms of our high school located at 580 Faison Road, Mt. Pleasant, SC 29466. Please note that Oceanside currently has projectors and other items in ceiling that would need to work with

- **Timing:** Services should be completed prior to 5pm, May 5, 2022.
- **Specifications:** Proposal to include pricing to provide and install the following to be integrated with the current classroom technology.
  - OWI Amplified Drop Ceiling Speakers, 4 per Classroom, 16 Classrooms

Proposal to include warranty information, workmanship, pricing, and materials utilized in this project. This should be an all-inclusive proposal to include materials, freight, labor, services/subscriptions, permits, drawings, warranties, etc.