



June 21, 2022

## REQUEST FOR PROPOSALS

Howell Public Schools is accepting proposals for the products listed on the attached bid form for the 2022-2023 school year. Please submit all quotes on the attached bid form.

The successful bidder for all items will be required to warehouse items awarded and ship such items in no more than four (4) shipments at Howell Public Schools' discretion.

- Clearly marked product samples are required for all liners and paper products.
- Net case weight data must be included with all bids for can liners and paper products.
- Labels for all products must comply with NIST standards.
- All pricing shall remain firm through 06/30/23.

Howell Public Schools will independently test all product samples to ensure samples meet criteria specified. We will also randomly test product throughout the bid year to ensure compliance. Return and exchange will be at the expense of the supplier should items fail to meet approved bid specifications.

Each bid sheet shall be accompanied by the attached sworn and notarized statement disclosing any familial relationship that exists between Howell Public Schools or any employee of the bidder and any member of the School Board or Superintendent. Bids not accompanied by this statement will not be accepted by the School District.

All bidders must submit an Iran Sanctions Act Certificate in substantially the form attached. The District will not accept a proposal that does not include this statement.

Howell Public Schools reserves the right to reject any or all bids, to waive irregularities and/or informalities, and to make the award in any manner deemed in the best interest of the school district.

All bids and samples are due no later than **10:00am on Wednesday, July 20, 2022**, at the following location:

Howell Public Schools Operations Dept.  
1313 W. Highland Rd., Bldg. T  
Howell, MI 48843

Bids may also be submitted electronically to Diane Slick: [slickd@howellschools.com](mailto:slickd@howellschools.com)

**Howell Public Schools Bid Form  
June 21, 2022**

Item #	Howell Schools Minimum Specifications			Vendor Quoted Product Information		
	Description	Qty	U/M	Manufacturer / Product #	Net Case Weight	Quoted Price Per U/M
1	Can Liner (Black); 43 x 47; minimum .9 true mil; coreless roll; 56-gal. capacity; 100/case; minimum 12.13# case weight	1300	CS			
2	Can Liner (Clear); 24 x 32; minimum .6 true mil; coreless roll; 12-16 gal. capacity; 500 per case; minimum 15.36# case weight	350	CS			
3	Paper Towel; 8" x 800' roll; 1-ply, brown; 6 per case	800	CS			
4	Toilet Tissue; 3.25" x 12"; 2000' roll; 2-ply; 6 per case	700	CS			
5	Hand Soap, Rubbermaid #3486571 Enriched Foam Handwash; 1300ml cartridge; 3 per case; .4ml per push	450	CS			

**Submitted by (please print):** Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Representative Name: \_\_\_\_\_

Representative Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Familial Relationships Form**

The undersigned, the owner or authorized officer of

\_\_\_\_\_ (the “Bidder”),

pursuant to the familial disclosure requirement provided in the Howell Public Schools (the “School District”) advertisement for bids, hereby represents and warrants, except as provided below, that no familial relationships exist between the bidder(s) or any employee of

\_\_\_\_\_ and any member of the Board of Education of the School District or the Superintendent of the School District.

List any Familial Relationships:

**BIDDER:** \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

STATE OF MICHIGAN )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

The instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by  
\_\_\_\_\_.

\_\_\_\_\_, Notary Public

\_\_\_\_\_ County, Michigan

My Commission Expires: \_\_\_\_\_

Acting in the County of: \_\_\_\_\_

