

SHELBY COUNTY BOARD OF EDUCATION

PROCUREMENT SERVICES

160 South Hollywood Street, Room 126 □ Memphis, Tennessee 38112-4892 □ Phone (901) 416-5376
(This proposal will not be accepted electronically or by facsimile. All proposals must be mailed to the above address.)

REQUEST FOR PROPOSAL
(NOT AN ORDER)

Please submit proposals on the item(s) listed below. The right is reserved to reject any or all bids. If substitutions are offered, give full particulars. This proposal must be submitted no later than 12th of NOVEMBER @ 2:00 PM, CST 2014

The Shelby County Board of Education reserves the right to accept or reject any or all proposals, or any part thereof, and to waive any informalities and/or technicalities that are deemed to be in the best interest of the Shelby County Board of Education. Successful vendor shall be paid only when delivery is complete. *For the appropriate purchases, all material data safety data sheets (MSDA) must accompany all shipments covered under Tennessee Hazardous Chemical Right to Know Law- Tennessee Public Chapter #417- House Bill #731.

Addendum 11
Proposal for Administration of Healthcare Services

NOTE: Due date and time has been extended to November 12, 2014 @ 2 PM/CST. Please see the revised timeline in this document.

Please sign this Addendum I Acknowledgement Sheet and submit with proposal. Proposals will only be accepted with attachment of signed Acknowledgement Sheets.

Company Name _____ Authorized Representative _____
Date _____

ISSUED BY: Gwen Johnson RFP# 100314

We propose to furnish the item(s) listed below at prices quoted and guarantee safe delivery F.O.B. delivered and as specified. These prices are submitted with a declaration that no Shelby County Board of Education Commissioner or employee has a financial or beneficial interest in this transaction.

INVOICES WILL BE PAID ACCORDING TO TERMS BID

TIME REQUIRED FOR DELIVERY _____ DAYS

NAME OF FIRM _____

TERMS _____

ADDRESS _____

PHONE _____ FAX # _____

CITY STATE ZIP CODE _____

E-MAIL ADDRESS _____

CHECK HERE IF YOU ARE A MINORITY VENDOR

CHECK HERE IF YOUR COMPANY QUALIFIES AS A LOCAL VENDOR

PRINT AUTHORIZED REPRESENTATIVE NAME

PLEASE NOTE: Per the Local Vendor Preference Resolution adopted by the Shelby County Board of Education Commissioners on January 29, 2013, local vendors must have physical address located within the limits of Shelby County. A Post Office Box is not acceptable.

CHECK HERE IF YOU ATTACHED A COPY OF A VALID SHELBY COUNTY BUSINESS LICENSE.

REVISED TIMELINE

The following schedule has been established for vendor selection:

SCBE's Procurement Services Department issues RFP	October 3, 2014
Mercer to provide additional information (census, claims data for repricing analysis, etc.)	Thru November 12, 2014 Until 2pm CST
Vendor questions due to Procurement Services Department	October 15, 2014
Responses to vendor questions provided	October 21, 2014
RFP proposals due	November 12, 2014
Finalists meetings	December 9, 2014
Effective date of SCBE's programs	September 1, 2015

Any changes in the timetable are at the sole discretion of SCBE. Please note that all Respondents are expected to have the appropriate staff available for the finalist meetings during the week indicated above.