

MERIDIAN COMMUNITY UNIT DISTRICT No. 223

207 W. Main Street • Stillman Valley, IL 61084

Phone: 815-645-2606 • Fax: 815-645-4325

www.meridian223.org

STILLMAN VALLEY HIGH

Phone: 815-645-2291

MERIDIAN JR. HIGH

Phone: 815-645-2277

*"Our mission is to educate students to be self-directed learners,
collaborative workers, complex thinkers,
quality producers and community contributors."*

HIGHLAND SCHOOL

Phone: 815-645-8188

MONROE CENTER SCHOOL

Phone: 815-393-4424

INVITATION TO BID

Submit your bids to the attention of:

Jennifer Porter
District Administrator for Business/HR
Meridian CUSD #223
207 West Main
Stillman Valley, IL 61084
815-645-2606

Bids must be received at the above address no later than March 31, 2009 at 10:00 a.m.

Your bid **MUST** be submitted in a **sealed envelope clearly marked:**

Bid Name: Meridian CUSD #223 Drivers Ed Bid

**PUBLIC NOTICE
LEGAL NOTICE
INVITATION TO BID**

The Board of Education, Meridian Community Unit School District No. 223 will receive sealed bids until 10:00 a.m. prevailing time on Tuesday, March 31, 2009, for one new Drivers Education Car.

Bid specifications and forms can be obtained from Meridian Community Unit School District No. 223, Business Services Office, 207 West Main Street, Stillman Valley, IL 61084, 815-645-2606, ext. 4311.

The Board of Education reserves the right to award the contract in accordance with its best interest and to waive any informalities, irregularities, and errors in the bidding to the extent permitted by law. This includes the right to extend the date and time for receipt of bids and to not award the bid.

No bidder may withdraw their bid within 60 days after the actual date of the bid opening.

Bids will be opened on March 31, 2009, at 10:00 a.m. prevailing time and read aloud in the Meridian Community Unit School District No. 223 District Office at 207 W. Main Street, Stillman Valley, IL 61084, by Jennifer Porter, District Administrator for Business & HR.

Notice to Bidders

A. The Board of Education, Meridian Community Unit School District No. 223 will receive bids for a NEW DRIVERS' ED CAR until 10:00 AM local time, March 31, 2009 at the District Office, 207 West Main Street, Stillman Valley, IL 61084.

B. Bids will be publicly opened and read at the time noted above.

C. Bidding Requirements and Contract Documents are on file and available at the District Business Office at the above address.

Bids are requested for a new drivers' education vehicle.

D. The Board of Education reserves the right to reject any and all bids or portions of bids, to waive any informalities in bidding, or accept the bid that, in its opinion, will serve its best interests.

E. Contact the District Administrator for Business & HR, Jennifer Porter, (815)645-2606, for questions.

Schedule

Notice to Bid published

March 12, 2009

Bid Opening

March 31, 2009 at the District
Office

Bid Approval by the Board of Education

April 9, 2009

Delivery

Before April 30, 2009

Instructions to Bidders

1) Bid Forms: Bid forms shall be submitted in duplicate on forms identical to those provided. The wording of the bid form shall not be changed or altered. Enclose bids in a sealed envelope bearing the bidder's name and clearly marked "Sealed Bid." Address envelope to Jennifer Porter, District Office, Meridian CUSD #223, 207 West Main Street, Stillman Valley, IL. 61084. Bids will not be accepted after the due date and time.

2) Prices quoted shall be guaranteed for a period of sixty days after bid due-date unless otherwise agreed to by District 223 and the bidder.

2a) Any exceptions to the specifications contained in these documents must be submitted in writing and attached to the Bid Form (see special instructions concerning Voluntary Alternate Bids)

3) School District 233 is exempt from Federal, State, and Municipal taxes.

4) Bids are for a new drivers' education car.

5) If any person or company contemplating submitting a bid for the proposed contract is in doubt as to the true meaning of any part of the contract documents or other data, please contact Jennifer Porter at (815)645-2606.

6) A bidder who has submitted a bid may withdraw or modify the bid in person or by certified letter at any time prior to 12:00 noon on April 9, 2009.

7) The Board of Education will determine if a bidder is "responsible, " taking into account the bidder's past history and reputation. A representative of the school district may contact persons or organizations for which the bidder has supplied services in the past to act as references. The Board of Education reserves the right to reject any bid if it is determined that the bidder is not qualified to supply the products in the specifications in an acceptable manner. The Board of Education also reserves the right to reject any and all bids or portions of bids.

BID FORM

To: Jennifer Porter, District Administrator for Business/HR
Meridian CUSD #223
207 West Main Street
Stillman Valley, IL 61084
815-645-2606

FROM: _____
(Name of Company)

FOR: One Drivers' Education Car

YEAR & MAKE OF CAR _____

MODEL OF CAR _____

PRICE OF NEW CAR: \$ _____

MINUS TRADE-IN: \$ _____ NA

TOTAL PRICE: \$ _____

DELIVERY DATE: _____

I have examined the specifications and instructions included herein and agree, provided I am awarded a contract within 60 days of bid due date, to provide the specified items and/or services or work as described in the specifications and instructions for the sum shown in accordance with the terms stated herein. All deviations from specifications and terms are in writing and attached hereto.

Company Name

Signed

Address

Title

City, State & Zip Code

Date

Telephone Number

REMINDER: Your bid **MUST** be submitted in a sealed envelope with the bid name clearly marked on the outside.

**Meridian CUSD #223
Stillman Valley, Illinois**

BID INSTRUCTION AND SPECIFICATIONS

ONE (1) DRIVER EDUCATION CAR

YEAR: New

MODEL: Midsize car- Interior space comparable to a Pontiac G6

CAPACITY: 5 passengers

ENGINE: Gasoline

TRANSMISSION: Automatic

TIRES: All season steel belted radial

BRAKES: Anti-lock Brakes

UPHOLSTERY: Cloth

DELIVERY: No later than April 30, 2009

**MINIMUM
ADDITIONAL
ACCESSORIES:**

Air Conditioning	AM/FM Radio
Color keyed floor mats	Two outside mirrors
Auto Locks	Bucket Seats
Tilt Steering	Rear Window Defroster

Supply all warranty information.

Dealer will need to install auxiliary brake at our expense.

Trade in-

None