

BALTIMORE COUNTY PUBLIC SCHOOLS

Dr. Myriam Rogers ♦ Superintendent ♦ 6901 North Charles Street ♦ Towson, MD ♦ 21204

Revised INVITATION FOR BIDS:

The Board of Education of Baltimore County invites firms to bid on “**AIR FILTER MAINTENANCE**” for Baltimore County Public Schools, **Solicitation # NGO-415-24**. Any inquiries regarding the specifications and/or the solicitation document shall be **IN WRITING** and submitted per the instructions in the solicitation document Part II Section 8.0 Inquiries. **Verbal questions will not be taken.**

Vendors proposing to bid may obtain solicitation documents beginning **February 27, 2024**. Visit [Solicitation Document Request](#) to complete the request form. Once the form is completed and received by the Office of Purchasing, a separate email with a link to the documents will be provided to the contact listed in the form **within the next eight (8) business hours of the request**. **Please be sure to check your “spam” folders within your email before submitting another request.**

A Pre-bid meeting is scheduled for **March 5, 2024, 10:00 AM Local Time**, via Microsoft Teams teleconference.

You must confirm your attendance by visiting this link: [Pre-Proposal/Pre-Bid Meeting Response Form](#)

Sealed bids will be received until **April 18, 2024, no later than 2:00 PM Local Time** via electronic submission. **Please see Part II: Specifications – General Requirements, Section 5.0 Bid Submission for the link to submit your bid.** Bid Opening will be held approximately 10 minutes after the deadline for bid submission.

This solicitation is being offered to select a supplier(s) to provide Quarterly and Annual Filter shipments to all schools, bus lots, and offices with HVAC assets that require this material. This contract is to ensure quality airflow is being provided throughout the county while also ensuring to extend the life of our HVAC assets..

(Commodity Code: 40161505 Air Filters)

The firms who provide materials, supplies, equipment, and/or services for the above bid shall attempt to achieve 15% participation of Minority Business and/or Small Business Enterprise organizations in response to the Board of Education’s goal for economic development. Certified Minority Business Enterprises and Small Business Enterprises are encouraged to respond to these solicitations.

Bidders shall include minority and small business enterprise material as provided herein with their proposal. Bidders failing to submit the minority and small business enterprise material as provided herein, including the Small and Minority Business Enterprise Utilization Affidavit may result in the bid being determined non-responsive.

The Board of Education of Baltimore County reserves the right to reject any or all proposals and to waive informalities.

By Order of the Board of Education of Baltimore County
Office of Purchasing

Engage. Empower. Excel.