



## **BID INVITATION TROPHIES/AWARDS**

### **STORE AND/OR CATALOG GOODS AND SERVICES**

The Christian County Board of Education is accepting bids on Trophies/Awards. Multiple bids contracts may be awarded by the Board, if following evaluation of all bids received, a decision is reached that awarding contracts or accepting bids on a multiple basis is in the best interest of the Christian County Board of Education.

Bids will be received until 8:15 a.m., March 6, 2025, at which time all bids will be opened. Bids must be sealed in an envelope that is clearly marked **"TROPHIES/AWARDS"** and delivered to the Christian County Board of Education, 200 Glass Ave, PO Box 609, Hopkinsville, KY 42240; ATTN: Jessica Darnell.

The District reserves the right to accept or reject any and all bids and to waive any informality in bids if that action is in the best financial interest of the Board. Any questions can be directed to Jessica Darnell at (270) 887-7006.

#### **SPECIFICATIONS**

Bid items shall include all goods and/or services that may be obtained from the bidding business.

Each bidder must submit a copy of their latest catalog with their bid. Successful bidders must send updated catalogs or price lists as they become available. If no catalog is available a bidder shall be required to give phone quotes or a written price list upon request from an employee of the Christian County Board of Education.

Bid price is to be effective July 1, 2025 through June 30, 2026 with the option to renew for an additional one year period, provided such renewal is mutually agreeable to both parties.

This bid has no total dollar guarantee. The board of education shall be obligated only to the extent of such purchases that are actually made. Purchases will be made as needed with quantities to be determined at that time.

Bidders shall indicate on bid form the percentage of discount off established prices\* at time of purchases. Discounts will be expected on all merchandise sold by successful bidder needed in the various schools or by the Board.

Successful bidders shall provide a sales ticket for each purchase that reflects the following:

1. Date of purchase
2. Established Price
3. Amount of Discount
4. Net costs to the Board of Education or various schools
5. Signature of person making the purchase
6. Properly Approved Christian County Board of Education Purchase Order

\*Established prices shall mean the most current prices to the buying public on price lists or schedules that could be inspected by customers, including Board employees.

PERCENTAGE OF DISCOUNT OFF ESTABLISHED PRICE \_\_\_\_\_%.

We, the undersigned, have carefully examined the specifications and other bid documents as listed on this and any attached sheets to furnish these items in accordance with all bid documents at the price stated herein.

The undersigned further declares that his/her bid is in all respects fair and without collusion or fraud, that no member of this board of education of the Christian County School District, or other office of said school district, or any person in the employ of said school district, is directly or indirectly interested in this bid or any portion of the profits thereof.

**Company Name** \_\_\_\_\_

**Authorized Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Printed Name** \_\_\_\_\_

**Title** \_\_\_\_\_

**Address** \_\_\_\_\_

\_\_\_\_\_

**Website** \_\_\_\_\_

**Phone Number** \_\_\_\_\_

**Fax Number** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Bids will not be considered if they do not contain the signature of an authorized officer of the company.**

**Christian County Board of Education  
Required Sworn Statement Regarding  
Violation of Campaign Finance Law**

The bidder or offeror hereby swears and affirms under penalty of perjury that, in accordance with KRS 45A.395 and 45A.400, he/she has not knowingly violated any provision of the campaign finance laws of the Commonwealth and that the award of a contract to the bidder or offeror will not violate any provision of the campaign finance laws of the Commonwealth.

Signature \_\_\_\_\_  
Printed Name \_\_\_\_\_  
Title \_\_\_\_\_  
Date \_\_\_\_\_  
Company Name \_\_\_\_\_  
Address \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public, do hereby certify that on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared before me \_\_\_\_\_, known to me to be the person whose name is subscribed to the foregoing instrument, and swore and acknowledged to me that he/she executed the same for the purpose and in the capacity therein expressed, and that the statements contained therein are true and correct.

\_\_\_\_\_  
Notary Public State \_\_\_\_\_

\_\_\_\_\_  
Printed Name

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

**Christian County Board of Education  
Required Non-Collusion Affidavit**

\_\_\_\_\_ being first duly sworn, deposes and says that he/she is \_\_\_\_\_ of, \_\_\_\_\_, the party making the foregoing bid; that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and further, that the bidder has not directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company associations, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

Subscribed and sworn to (or affirmed) before me, on this \_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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

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