



WEAPON DETECTION SYSTEM

INVITATION TO BID

Posted January 2, 2025
Last Updated January 17, 2025

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CHANGE LOG

- I. January 13, 2025
 - A. Added Change Log (Pg. 2)
 - B. Changed the Additional Clarification Deadline from January 17, 2025 to January 24, 2025.
- II. January 17, 2025
 - A. Added Additional Clarifications (Pg. 3)

ADDITIONAL CLARIFICATION

1. Does the project require prevailing wage rates?

No. This project would not be classified as a public works project and therefore would not require prevailing wage rates.

2. Is a Bid Bond and/or P&P Bond required for this project?

No. TECH Freire does not require a bond for a project of this size.

3. Is the project expected to be completed during normal business hours (7:00 AM - 3:30 PM, Monday – Friday)?

Project installation will be determined in coordination with the school and the awarded vendor.

4. Does the SCOPE refer to a single-lane unit or a double-lane unit?

Single-lane.

5. Is the system intended for indoor or outdoor use?

Indoor.

6. If the following are necessary for installation, is the awarded vendor responsible for:
 - a. Installing a dedicated power circuit?

No. If required, the power circuit would be the responsibility of the school.

- b. Installing a network drop from the local network switch?

No. If required, the network drop would be the responsibility of the school.

- c. Installing a network switch?

No. If required, the network switch would be the responsibility of the school.

INTRODUCTION

- I. TECH Freire Charter School, located at 2221 N. Broad Street, Philadelphia, PA 19132, (referred to as “the School”) is seeking proposals from qualified vendors for **a walk-through weapon detection system**.
- II. The scope of work is subject to change at the discretion of the School.
- III. This Invitation to Bid (ITB) is an invitation for your company to submit a Bid in accordance with the attached requirements. This ITB is not a commitment by the School to enter into a contract or purchase agreement with any vendor who submits a compliant Bid. The School reserves the right to revise or recall this ITB or to reject any or all Bids for any reason. All expenses associated with responding to this ITB are the responsibility of the respondent. The School reserves the right to waive any informalities and to reject any and all submissions, or parts of submissions, as it may deem in the best interest of the School.
- IV. TECH Freire Charter School is a tax-exempt organization. A copy of an exemption certificate shall be furnished upon request.

QUESTIONS AND INQUIRIES

Questions regarding this ITB must be submitted via email to Johnny Mills at johnny@freireschools.org no later than 5:00 PM on January 17, 2025. All questions are to be submitted in written form. Verbal questions will not receive a response.

CRITERIA FOR AWARD

- I. Award of this contract will be based on the information submitted as required by this ITB. The contract will be offered to the lowest qualified vendor capable of providing equipment that meets the needs outlined in the scope.
- II. The School reserves the right to disqualify Bids deemed not in conformance with the specified requirements. Any exclusion of requirements to this document submitted must be identified in the Bid and could be considered cause for disqualification.

EXCEPTIONS & SUBSTITUTIONS

- I. Any exceptions or substitutions to the scope requested should be noted in the final submitted Bid Documents.
- II. An exception to the specifications may disqualify the Bid. The School will determine if the exception is an essential or minor deviation. In the case of a minor deviation, the School maintains the option to award to that Vendor if it determines the performance is not adversely affected by the exception.

TIMELINE

Respondents are advised that these dates and milestones are not absolute and may change due to unplanned events during the bid and award process.

Event	Date
Invitation to Bid, Publication Date	January 2, 2025
Additional Clarification Deadline	January 17, 2025
Bid Deadline, 5:00 PM EST	February 6, 2025
Bid Opening, 3:00 PM EST	February 13, 2025

SCOPE

- I. The School is seeking Bids from qualified vendors to purchase one (1) walk-through weapons detection system in accordance with the conditions and specifications set forth in this solicitation. The School is not looking for a traditional metal detector, rather, the School is seeking a system which allows for, at minimum:
 - A. Concealed weapons detection through an arch-free structure with Zone Indication or other equivalent
 - B. Faster screening of individuals who are wearing backpacks or carrying bags
 - C. Extremely high throughput, limiting bottlenecks
 - D. The ability to relocate the system with ease when necessary
 - E. An intelligent system which can distinguish between potential weapons, keys, cellphones, laptops and other common items that may constitute metal
 - F. A central control system (either local or cloud-based) that allows for monitoring of the weapons detection system, data collection, and system troubleshooting
 - G. Ability to program volume controls, sensitivity level, and other important functions without extensive prior knowledge or training of the system
- II. Additionally, the School is looking for a vendor offering a robust service plan or warranty that ensures the longevity and continued functionality of the system after purchase.

PRICING

- I. Pricing must include all labor, materials, tools, and equipment required by the vendor.
- II. All delivery costs and charges shall be included in the price.
- III. Pricing must include installation, configuration, running-costs (including subscriptions if applicable) and training for all units.

BID REQUIREMENTS

- I. Any Bids not providing the required information, or not conforming to the format specified, may be disqualified.
- II. Bids must demonstrate an accordance with the scope and the ability to accomplish the at minimum tasks set forth herein and must include information that will enable the School to determine the vendor's overall qualifications. Each Bid shall also include any other information that the vendor feels is significant with respect to the School making an informed decision relative to the proposal.
- III. Each vendor shall be required and expected to meet the Bid requirements in their entirety, except to the extent exceptions are expressly noted in its Bid. Each proposal must include:
 - A. **Introduction & Overview:** Brief introduction to the vendor and an overview of the product, including features that meet the scope and are quoted in the Bid Breakdown (Appendix B).
 - B. **Bid Form (Appendix A):** An outline of the total lump-sum to fulfill the requested scope.
 - C. **Bid Breakdown (Appendix B):** A breakdown of all expenses, including a description for each expense, that encompass the full lump-sum expressed in Appendix A.
 - D. **Assurances (Appendix C)**
 - E. **References (Appendix D)**
 - F. **Non-Collusion Affidavit (Appendix E)**
- IV. Any items, systems, or devices supplied in this Bid that are proprietary in nature relative to maintenance, repair, servicing or updating of the equipment must be disclosed in the Bid Documents.

NOTICES

- I. All sums will be expressed in both words and figures, and in the case of a discrepancy between the two, the amount written in words will govern. In the event there is a discrepancy between the unit price and the extended totals, the unit prices will govern.
- II. Any ambiguity in the submitted Bid as a result of omission, error, lack of clarity or noncompliance by the vendor with specifications, instructions, and/or all conditions of bidding will be construed in the light most favorable to the School.
- III. Each vendor agrees, by submitting Bid Documents, that such submission may not be modified, withdrawn, or cancelled by the vendor after submission.

SUBMISSION OF BID DOCUMENTS

- I. All Bid Documents can be submitted ***via mail or email.***
 - A. If sent via mail, Bid Documents should be sent in a sealed envelope and will be enclosed in a separate mailing envelope with the notation "SEALED BID DOCUMENTS ENCLOSED" on the face thereof.

The envelope will be addressed to:

*TECH Freire Charter School
Attn: Procurement Office
1617 JFK Blvd. Suite 580
Philadelphia, PA 19103*

- B. If sent via email, Bid Documents should be emailed directly to Johnny Mills at johnny@freireschools.org in the form of a ZIP file with the title "[COMPANY NAME] SEALED BID DOCUMENTS ENCLOSED." or through a file-sharing site like Google Drive, Dropbox, etc.
- II. Bids must be mailed and received prior to the Bid Deadline (See *Timeline*, pg. 4). Bid Documents received after the Bid Deadline will automatically be disqualified. It is fully the responsibility of the vendor to ensure that Bid Documents are received on time.
- III. **WOMAN AND MINORITY VENDORS ARE ENCOURAGED TO PARTICIPATE.**
- IV. All vendor submitted Bid Documents will be valid for a minimum of sixty (60) days from the date of Bid Document opening (See *Timeline*, pg. 4).

OPENING OF BIDS

- I. Bid Documents received on time will be opened publicly and vendor's names and total costs will be read aloud for the record.
- II. The Contract will be awarded or all Bid Documents will be rejected within sixty (60) days from the date of the Bid Document opening.

APPENDIX A

BID FORM

TECH FREIRE CHARTER SCHOOL

2221 N. Broad Street, Philadelphia, PA 19132

Having carefully examined the invitation to bid and being familiar with the minimum requirements of the scope, the undersigned present the following total lump-sum price for consideration.

The written amount must equal the sum of the numerical figures outlined on the Bid Breakdown (Appendix B).

TOTAL LUMP-SUM PRICE (PURCHASE)

(\$ _____)
(Lump Sum in figures)

_____ Dollars
(Lump Sum in words)

IF APPLICABLE

TOTAL LUMP-SUM PRICE (LEASE/RENT)

(\$ _____) / (\$ _____)
(Monthly Sum in figures) (Annual Sum in figures)

_____ Dollars
(Monthly Sum in words)

_____ Dollars
(Annual Sum in words)

APPENDIX B

BID BREAKDOWN

Please fill in the breakdown below including all line item costs. Bid Form and Bid Breakdown must include the costs of all labor, materials, tools, and equipment to perform work; all delivery costs and charges; and any costs associated with installation, configuration and training for all units. If a line item references a recurring or annual charge, please indicate this in the description. **TECH Freire Charter School is a tax-exempt organization.**

#	DESCRIPTION	TOTAL (\$0.00)
01		
02		
03		
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09		
10		
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15		
16		
17		
18		
19		
20		
21	TOTAL BID SUM	

APPENDIX C

ASSURANCES

Check one for each of the following statements below:

- I. If awarded the contract, the vendor agrees to have walk-through weapon detectors installed and running within forty-five (45) calendar days of Purchase Order. **(Yes)**___ **(No)** ___
- II. Is your company currently involved in any active litigation? **(Yes)**___ **(No)** ___
- III. Is your company currently involved in any mergers or acquisitions? **(Yes)**___ **(No)** ___

The vendor agrees that their bid will be good for at least sixty (60) days unless otherwise indicated in the bid specifications.

NOTE: THIS BID FORM MUST BE SIGNED BY AN OFFICER OF YOUR COMPANY OR AN AUTHORIZED AGENT FOR THIS BID TO BE CONSIDERED VALID BY THE SCHOOL.

Signature

Printed Name

Title

Email

APPENDIX D

REFERENCES

List three (3) references for which the vendor has provided goods/services similar to those requested in the Bid Document within the last 12-36 months. Include contact name, address, telephone number, email address and the type of services provided.

Reference 1

COMPANY NAME:	
TYPE OF PROJECT:	
STREET ADDRESS:	
CITY, STATE, ZIP	
CONTACT PERSON:	
TELEPHONE NUMBER:	
EMAIL:	
DATE OF SERVICE:	

Reference 2

COMPANY NAME:	
TYPE OF PROJECT:	
STREET ADDRESS:	
CITY, STATE, ZIP	
CONTACT PERSON:	
TELEPHONE NUMBER:	
EMAIL:	
DATE OF SERVICE:	

Reference 3 continues on the next page.

Reference 3

COMPANY NAME:	
TYPE OF PROJECT:	
STREET ADDRESS:	
CITY, STATE, ZIP	
CONTACT PERSON:	
TELEPHONE NUMBER:	
EMAIL:	
DATE OF SERVICE:	

APPENDIX E

NON-COLLUSION AFFIDAVIT

By signing below, I affirm that the enclosed Bid Documents are genuine and are not a collusive or sham Bid.

Neither the vendor, nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other vendor, firm, or person to submit a collusive or sham Bid Documents in connection with the Work for which the attached Bid Documents have been submitted; or to refrain from bidding in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any vendor, firm, or person to fix the price or prices in the attached Bid Documents or of any other vendor, or to fix any overhead, profit, or cost elements on the price or the price of any other vendor, or to secure any disadvantage against the School, other vendors, or other parties interested in the Work.

The price or prices quoted in the attached Bid Documents are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the vendor or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Signature

Printed Name

Title

Date