

**CHESTER UPLAND SCHOOL DISTRICT
REQUEST FOR PROPOSALS**

NOTICE is hereby given, the Chester Upland School District (“CUSD”) has prepared Request For Proposals (“RFP”) for the purchase of musical instruments, equipment and educational materials for the revitalization of the CUSD music program, within the Chester Upland School District, on the terms and conditions set forth in the RFP. Further bid requirements are contained in the RFP.

Copies of the RFP can be obtained Monday through Friday excluding legal holidays (as observed by the district, (link to calendar), 8:00 A.M. to 4:00 P.M., local time, from the Administrative Office, Chester Upland School District, 232 W. 9th Street, Chester, PA 19013.

You may download a full copy of this RFP at www.chesteruplandsd.org. Proposers are required to check this website for amendments prior to the proposal opening date and time to assure that the proposal incorporates all amendments. CUSD will not accept verbal request for clarifications or interpretations. Proposers must submit any questions or deviation request in writing to Chester Upland School District, Attention Dr. Rodney Bradley, rbradley@chesteruplandsd.org.

Sealed proposals will be received and opened on November 17, 2022, at 4:00 PM at the Chester Upland Administrative Office, Chester Upland School District, 232 W. 9th Street, Chester, PA 19103. All proposals must be sealed and addressed to the Administrative Office, Chester Upland School District, 232 W. 9th Street, Chester, PA 19013, and be plainly marked “**Musical Instruments, Equipment and Educational Materials**” on the envelope.

CUSD reserves the right to reject any and all proposals submitted. A contract will be awarded by CUSD to the best qualified proposal. CUSD encourages participation by minority and female-owned firms. CUSD is an equal opportunity employer. No firm or person will be discriminated against because of race, color, religion, sex, handicap, familial status, or national origin. The CUSD reserves the unqualified right to reject any or all proposals and to waive any informalities

Proposers may not withdraw proposals for sixty (60) days after the opening except as allowed by the Commonwealth of Pennsylvania Procurement Code.

Bonds are not required.

PROPOSERS ARE REQUIRED TO READ THE ENTIRE SOLICITATION, INCLUDING ALL REFERENCED DOCUMENTS, ASSURE THAT THEY ARE WILLING AND ABLE TO COMPLY, AND INCORPORATE ALL ASSOCIATED COSTS IN THEIR PROPOSAL.

Kenneth R. Schuster, CUSD Solicitor