

November 17, 2025

INVITATION TO BID

The Choctaw County Board of Education, 107 Tom Orr Drive, Butler, Alabama 36904, will receive sealed proposals on **Wednesday, January 7, 2026 at 10:15 a.m. for Used School Furniture/Electronics – Bid # 26-005.**

Specifications for USED SCHOOL FURNITURE/ELECTRONICS

The following specifications form the basis for bid proposals:

1. All bidders are to submit on proposal forms furnished by the Choctaw County Board of Education. All bid forms are to be signed in all designated spaces by an authorized officer or employee of the bidder. Telephone bids will not be accepted. Bids submitted by “fax” machine will not be accepted. All bids are to be mailed or delivered in a sealed envelope.

2. All bidders shall base their proposals on the exact schedule of used equipment, on an **as is** basis, and is non-refundable.

Location of the used School Furniture/Electronics:

Southern Choctaw Elementary School – 10935 Highway 17, Gilbertown, AL 36908

3. The Owner reserves the right to accept any or all items on any bidder’s proposal at the unit price submitted. The Owner reserves the right to reject any and all bids and to waive information.

4. All prices submitted on the proposal are to be delivered prices to the Choctaw County Board of Education and shall not include any federal, state or local sales tax.

5. Bidders shall sign & return all pages of the complete bid to imply complete understanding and compliance with all bid requirements.

6. All question should be directed to the Choctaw County Board of Education, 107 Tom Orr Drive, Butler, AL 36904, phone 205-459-3031 Ext. 2003 to Angela Jenkins.

7. All bids must be received, by mail or hand delivered, not later than **9:59 a.m. Wednesday, January 7, 2026**, at which time they will be opened and publicly read aloud.

8. Should a bidder find discrepancies in or omissions from the bidding document or should be in doubt as to their meaning, clarification should be requested by calling Angela Jenkins, Secretary to the Superintendent, Choctaw County Board of Education, Butler, Alabama 36904, (205) 459-3031 Ext. 2003

9. In the event special conditions and/or qualifiers are stipulated in a bid, the bidder must define or describe the conditions/qualifiers in plain and common layman’s terms. For example, “laid-in costs”, “vendors cost”, “plus inspection”, etc.

10. Bidders will be required to pick up, and load all used School Furniture/Electronics, leaving no pieces behind on or before Friday, January 16, 2026.

11. All bids must be sealed in an envelope and the envelope must be marked in the lower left corner as follows:

**USED SCHOOL FURNITURE/ELECTRONICS BID
To Be Opened at the Choctaw County Board of Education
Wednesday, January 7, 2026.**

12. The Board reserves the right to reject any and/or all bids or any part thereof to waive technicalities or informalities; and to award the contract to the most advantageous bidder in accordance with applicable law.

13. Alabama Immigration Law Compliance

E-Verify Memorandum of Understanding

Alabama laws require that, as a condition for the award of a contract by a school board to a business entity or employer with one or more employees working in Alabama, the business entity or employer must provide documentation of enrollment in the E-Verify program. During the performance of the contract, the business entity or employer shall participate in the E-Verify program and shall verify every employee that is required to be verified according to the applicable federal rules and regulations. The vendor's E-Verify Memorandum of Understanding must be included with the bid. If you do not believe these requirements are applicable to your entity, include an explanation justifying such exemption. An entity can obtain the E-Verify Memorandum of Understanding upon completion in the E-Verify enrollment process located at the federal web site www.uscis.gov/everify. The Alabama Department of Homeland Security (<http://immigration.alabama.gov>) has also established an E-Verify employer agent account for any business entity or employer with 25 or fewer employees that will provide a participating business entity or employer with the required documentation of enrollment in the E-Verify program. An Employer Identification Number (EIN), also known as a

Federal Tax Identification Number, is required to enroll in E-Verify or to establish an E-Verify employer agent account.

Jacqui James, Superintendent of Education

PROPOSAL FORM
TITLE: USED SCHOOL FURNITURE/ELECTRONICS

TO: Choctaw County Board of Education
Butler, Alabama 36904

FROM: _____
Company's Name

In compliance with your invitation to bid on USED SCHOOL FURNITURE/ELECTRONICS, the undersigned proposes to furnish the Board of Education with a sealed bid with the terms and conditions listed in Specifications for USED SCHOOL FURNITURE/ELECTRONICS.

USED SCHOOL FURNITURE/ELECTRONICS (Firm) \$ _____

*Explanation of qualifiers _____

_____ This bid is for used School Furniture/Electronics located at the following school:
Southern Choctaw Elementary School

The terms and conditions of this bid are understood and accepted.
Time and date submitted _____

By _____

Company and Address _____

Signature of Official _____

Telephone Number _____

LIST OF SCHOOL FURNITURE/ELECTRONICS

- (2) View Sonic Boards – 55” Screen
- (6) Hover Cams – 55” Screen
- (1) Taski Swingo Buffer – Floor Buffer
- (2) Konica Minolta Copier
- (3) Credenzas- Wooden
- (7) Filing Cabinets - Metal
- (5) Teacher Desks - Wooden