

*Notice Calling for Requests for Proposals*

DISTRICT: GLENDALE UNIFIED SCHOOL DISTRICT  
PROJECT IDENTIFICATION: Workstations, Software, and Services for Clark Magnet High School  
PROJECT NUMBER: RFP Number P-71-17/18  
PROPOSALS DUE BY: March 1, 2018, 2:00 p.m.  
SUBMIT PROPOSALS TO: Glendale Unified School District  
223 N. Jackson Street, Room 305  
Glendale, California 91206  
RFP DOCUMENTS AVAILABLE: <http://www.gusd.net/Page/662>

NOTICE IS HEREBY GIVEN that Glendale Unified School District, acting by and through its Board of Education, hereinafter the “District” will receive up to, but not later than the above stated date and time, sealed Proposals for the Contract for the Work generally described as: **RFP #P-71-17/18 – Workstations, Software, and Services for Clark Magnet High School**. Proposals received after the due date and time will be returned unopened to the non-responsive bidder.

**Bid Proposal Security.** Each Bid Proposal shall be accompanied by Bid Security in an amount **FIVE HUNDRED (\$500.00)**. Failure of any Bid Proposal to be accompanied by Bid Security in the form and in the amount required shall render such Bid Proposal to be non-responsive and rejected by the District.

**No Withdrawal of Proposals.** No Bidder shall withdraw its Proposal for a period of **ninety (90) days** after the award of the Contract by the District’s Board of Education. During this time, all Bidders shall guarantee prices quoted in their respective Proposals.

**Waiver of Irregularities.** The District reserves the right to reject any or all Proposals or to waive any irregularities or informalities in any Proposal or in the bidding.

**Award of Contract.** The Contract for the Work, if awarded, will be by action of the District’s Board of Education to the Bidder that meets the qualifications established by the RFP documents.

**Inquiries and Clarifications.** This document is for informational purposes and shall not relieve the Bidder of the requirements to fully become familiarized with all the factors affecting the Proposal. The Bidder is advised that all inquiries and clarifications about the RFP documents, specifications, etc., shall be submitted to the District in writing no later than **February 28, 2018, 11:00 AM**. The District will respond at its earliest possible opportunity. Verbal communication by either party with regard to this matter is invalid. Inquiries shall be made in writing to Gilda Keshishyan via email at: [GKeshishyan@gusd.net](mailto:GKeshishyan@gusd.net).

Gilda Keshishyan  
Procurement & Contract Services  
GLENDALE UNIFIED SCHOOL DISTRICT  
Los Angeles County, State of California  
FOR: The Board of Education