



414 Fourth Avenue West, Hendersonville, NC 28739-4261
Mark R. Garrett, Superintendent

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HENDERSON COUNTY PUBLIC SCHOOLS RFP # 2022-11

TITLE / PROJECT: PHONE SYSTEM UPGRADE (VOIP PHONES)

ISSUE DATE: November 2, 2022

MANDATORY PRE-BID CONFERENCE/SITE VISIT: It shall be **mandatory** that each bidder's representative be present for the pre-bid conference/site visit as listed below. Bidders will be required to sign in indicating that they attended the conference/site visit. The purpose of this visit is for all prospective bidders to acquaint themselves with the conditions and requirements of the site and of the tasks to be performed. Henderson County Public School will have staff available to discuss the project and answer questions regarding the scope of work. Bidders shall stay for the duration of the site visit.

Location: East Henderson High School
151 Eagle Pride Drive
East Flat Rock, NC 28726

Date: Wednesday, November 16, 2022

Time: 10:00 AM

BID DUE DATE: Sealed Proposals will be received **until 2:00 p.m., on Thursday, December 08, 2022.**

Mail or hand deliver to: Henderson County Public School Administration Building, 414 Fourth Avenue West, Hendersonville, NC 28739 **ATTENTION: PURCHASING** (Please include RFP # on envelope).

RFP QUESTIONS: Questions regarding this event may be submitted to jdhuchzermeier@hcpsnc.org. Questions will be received until 2:00 PM on Wednesday, November 30, 2022. If any modifications to the specifications are necessary, an addendum will be posted with HCPS response.

Copies of the RFP may be obtained by sending an email request to:

Joni Huchzermeier
Purchasing Agent
Email: jdhuchzermeier@hcpsnc.org

Award is contingent upon compliance by prospective vendor with all of the following:

- Specification/Requirements listed in Request for Proposal
- Henderson County Public School's terms and conditions
- All North Carolina State and Local procurement laws

Henderson County Public Schools encourages participation by small, minority, disabled and woman owned business.

Henderson County Public Schools reserves the right to reject any or all bids for any or no reason.