



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

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**REQUEST FOR QUOTES**  
**RFQ # 2024-07**  
**Basic Maintenance & Repair, Cleaning, Refurbishment and Sanitization for the District's**  
**Band and Orchestra Instruments**  
**Issued March 1, 2024**

**NOTICE: THIS IS A FEDERAL FUNDED SOLICITATION** This Request for Quotes (RFQ) is a solicitation for services requiring the expenditure of Federal Financial Assistant funding. Contracts funded with federal grant or loan funds must be procured in a manner that conforms with all applicable Federal laws, policies, and standards, including those under the Uniform Guidance (2 C.F.R. Part 200).

**PURPOSE:** Henderson County Public Schools is soliciting quotes for unit pricing for a one-year contract, with the option to renew for two additional one-year terms if mutually agreed upon, for the Basic Maintenance & Repair, Cleaning, Refurbishment and Sanitization for the District's Band and Orchestra Instruments.

**BIDS DUE DATE:** Sealed proposals shall be received until **2:00 PM (EST), Thursday, April 11, 2024** at the Henderson County Public Schools Administration Building, 414 Fourth Avenue West, Hendersonville, NC 28739, at which time they will be publicly opened and read. Bids that are not sealed will not be accepted.

**RFQ QUESTIONS:** Questions regarding this event may be submitted by email to Joni Huchzermeier, at [jdhuchzermeier@hcpsnc.org](mailto:jdhuchzermeier@hcpsnc.org). **Questions will be received until 2:00 PM (EST) on Thursday, April 4, 2024.** If any modifications to the specifications are necessary, an addendum will be posted to the HCPS website no later than 5:00 p.m. on April 4, 2024. <https://www.hendersoncountypublicschoolsnc.org/finance/purchasing/>

**Mail or Delivery Location:** Henderson County Public Schools Administration Building  
414 Fourth Avenue West  
Hendersonville, NC 28739  
ATTENTION: PURCHASING

Bids will not be accepted for any reason after the official date and time referenced above. Please include the RFQ # on the sealed envelope. **NO ELECTRONIC BIDS WILL BE ACCEPTED.**

Copies of the RFQ may be obtained by sending an email request to: Joni Huchzermeier, CLGPO at [jdhuchzermeier@hcpsnc.org](mailto:jdhuchzermeier@hcpsnc.org)

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

- All North Carolina State, Local and Federal Procurement laws
- Specifications/Requirements listed in the Request for Bids
- Henderson County Public School's Terms and Conditions
- Federal Uniform Guidance (UGO/FEMA Contract Provision)

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 sound documented reasons.**