

## **NOTICE INVITING PROPOSALS COUNSELING SERVICES**

Notice is hereby given that the Wellesley Public Schools (hereinafter referred to as the "District"), is requesting proposals for Counseling Services (the "Program"). Specifications for bidders may be obtained on or after Thursday, March 17, 2022 at 9:00 a.m.

No offer of intent should be construed from this legal notice that the District intends to enter into a contract with the interested Counseling Services Agency (hereinafter referred to as "CSA") unless, in the sole opinion of the District, it is in the best interest of the District to do so.

The Request for Proposal (RFP) documents may be downloaded from the District's Website at <https://wellesleyps.org/business-office/bids/> or can be obtained from the District by e-mail, U.S. mail. To request the RFP documents by e-mail, U.S. mail, please contact [schoolbids@wellesleyma.gov](mailto:schoolbids@wellesleyma.gov) or Tricia Simeone, Purchasing Coordinator, Wellesley Public Schools, 40 Kingsbury Street, Wellesley, MA 02481. The District will receive questions through 12:00 p.m. on Tuesday, March 22, 2022 and respond to all questions in writing no later than 1:00 p.m. on Thursday, March 24, 2022.

Written Technical Proposal and Price Proposal must be in separately sealed envelopes, labeled "Price Proposal for RFP #2022-07 – Counseling Services"; "Non-Price Proposal for RFP #2022-07 – Counseling Services", and addressed to Wellesley Public Schools, Business Office, c/o Tricia Simeone, 40 Kingsbury Street, Wellesley, MA 02481. Bids will be accepted no later than 1:00 pm E.S.T. as read on the clock in the Business Office on Monday, April 4, 2022.

The district reserves the right to reject any and all proposals and to waive any errors or corrections in a proposal or in the proposal process. The District will award the Contract based upon a review and analysis of the proposals to determine which proposal is the most advantageous to the District. Interested companies should direct questions to [schoolbids@wellesleyma.gov](mailto:schoolbids@wellesleyma.gov), or Tricia Simeone, Purchasing Coordinator at the address above.