

OFFICE OF THE SULLIVAN COUNTY PURCHASING AGENT

3411 HIGHWAY 126 – SUITE 201
BLOUNTVILLE, TN 37617-0569

PHONE 423/323-6400

FAX 423/323-7249

REQUEST FOR PROPOSAL

MUST INCLUDE RFP# ON OUTSIDE OF ENVELOPE

RFP Name / Number DUAL SIDED PRINTER & ACCESSORIES / #E091620(KD)
Due Date / Time Tuesday, June 16, 2015 / 2:00 p.m.
Bid Location / Mail Address Sullivan County Purchasing Department, Kristinia Davis, Purchasing Agent
3411 Hwy 126-Suite 201, Blountville, TN 37617
Bid Contact / Telephone Kristinia Davis (423) 323-6400; kris.davis@sullivancountyttn.gov
User Department School

THIS REQUEST FOR PROPOSAL (RFP) MUST BE RETURNED IN A SEALED ENVELOPE VIA MAIL, COURIER OR IN PERSON. PHONE, FAX OR ELECTRONIC RESPONSES ARE NOT ACCEPTABLE! RESPONSES WILL BE ACCEPTED BY THE PURCHASING AGENT ONLY UNTIL THE DAY/TIME DESIGNATED ABOVE, AT WHICH TIME THEY WILL BE PUBLICLY OPENED. RESPONSES MUST CLEARLY IDENTIFY THE RFP # ON THE OUTSIDE OF THE ENVELOPE, BE PRESENTED IN ORIGINAL FORMAT, BE COMPLETED IN TOTALITY AND BEAR THE HANDWRITTEN SIGNATURE OF A DULY AUTHORIZED COMPANY REPRESENTATIVE. **LATE RESPONSES WILL NOT BE ACCEPTABLE!**

SUBMISSION OF THIS RFP VERIFIES VENDOR'S ACCEPTANCE OF THE RFPs LANGUAGE, REQUIREMENTS AND THE GENERAL PROCUREMENT TERMS AND CONDITIONS FORM #GPTC1004-14.

NOTE: IF FORM #GPTC1004-14 IS OMITTED FROM THIS RFP SOLICITATION, WE HAVE THE APPROPRIATE SIGNED DOCUMENTS FROM YOUR COMPANY. IF FORM #GPTC1004-14 IS ENCLOSED WITH THIS RFP SOLICITATION, PLEASE SIGN AND RETURN THE APPROPRIATE PAGES WITH YOUR RFP REPOSE. By submission of this RFP/RFQ, the responding firm certifies compliance with Title VI and Title VII of the Civil Rights of 1964, as amended, and all regulations promulgated thereof.

ALL RFPs MUST BE OFFERED IN STRICT CONFORMANCE TO ALL LANGUAGE, REQUIREMENTS, TERMS AND CONDITIONS AND SPECIFICATIONS AS SOLICITED. FAILURE TO COMPLY WITH THE RFP PREREQUISITE WILL BE CAUSE TO DISQUALIFY SAME.

UNLESS OTHERWISE DESIGNATED, ALL PRICES OFFERED SHALL BE GUARANTEED FOR A MINIMUM OF SIXTY (60) DAYS FROM OPENING DATE. UNIT PRICES FOR GOODS/SERVICES SHALL BE QUOTED "NET 30 DAYS". EACH LINE ITEM PRICE MUST INCLUDE ALL CHARGES, INCLUDING SHIPPING, HANDLING, FREIGHT OR ANY OTHER COSTS ASSOCIATED TO THE DELIVERY TO THE DESIGNATED SULLIVAN COUNTY LOCATION. SULLIVAN COUNTY WILL NOT ACCEPT ADDITIONAL DELIVERY CHARGES AS A SEPARATE LINE ITEM. AWARDS MAY BE DETERMINED PER UNIT (LINE ITEM) AND/OR AS A TOTAL (WHOLE) AWARD; WHICHEVER IS IN THE BEST INTEREST OF SULLIVAN COUNTY. ALL GOODS PROVIDED TO SULLIVAN COUNTY SHALL BE FREE FROM DAMAGE/DEFECTS. GOODS DAMAGED IN TRANSIT BY COMMON CARRIER ARE THE SOLE RESPONSIBILITY OF THE VENDOR, INCLUDING ALL COMMUNICATIONS AND REPLACEMENT ARRANGEMENTS.

IF INFORMATION (SPECIFICATIONS, DATA SHEETS, ANALYSIS, DRAWINGS, ETC.) OR PRODUCT SAMPLES ARE REQUESTED IN THIS RFP, RESPONDING VENDOR MUST ENCLOSE/SUPPLY SAME. FAILURE TO COMPLY WILL BE CAUSE TO DISQUALIFY THE VENDOR FROM AWARD CONSIDERATION.

THE SULLIVAN COUNTY PURCHASING AGENT HAS THE RIGHT TO ACCEPT, REJECT, AWARD OR CANCEL ANY/ALL QUOTES AND TO WAIVE ANY INFORMALITIES OR IRREGULARITIES, IF SAME IS DEEMED IN THE BEST INTEREST OF SULLIVAN COUNTY. SULLIVAN COUNTY DOES NOT OBLIGATE ITSELF TO ACCEPT THE LOWEST AND/OR ANY QUOTE OFFERED.

Completion Time _____ TERMS: NET 30 DAYS
(NOTE: DELIVERY TIME (DAYS/WEEKS/MONTHS) MUST BE INDICATED ... ASAP IS NOT ACCEPTABLE)

VENDOR: _____ REPRESENTATIVE: _____
PLEASE PRINT
PHONE: _____ FAX: _____ E-MAIL: _____
SIGNATURE: _____ DATE: _____

ATTACHMENT TO REQ. #E091620(KD) FOR DEPARTMENT OF EDUCATION

ITEM NO.	QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	1	EA.	FARGO DTC4500e DUAL SIDED PRINTER TO INCLUDE: USB CABLE, US/INTERNATIONAL POWER CORDS, CD WITH PRINTER DRIVERS & USER GUIDE, 3-YR PRINTER & PRINthead WARRANTY, PLUS 1-YR LOANER COVERAGE		
2	1	EA.	ENCODING: MAGNETIC STRIPE ENCODING		
3	5	EA.	FARGO COLOR RIBBON- YMCKOK - 500 PRINTS		
4	6	PKS	CR80 30 MIL HiCo MAG STRIPE PVC CARDS - 500 CARDS, MFR #CR8030HI		
5	1	EA.	CR8030 FARGO COMPLETE PRINTER CLEANING KIT - CLEANING CARDS & SWABS		
6	4	PKS	CR80 30 MIL PVC CARDS - GRAPHIC - 500 CARDS		
7	1	EA.	#SBB841 CARD EXCHANGE PROFESSIONAL SMALL BUSINESS SERVER MANAGER LICENSE TO INCLUDE BOXED CD		
8	1	EA.	#SBC841 CARD EXCHANGE PROFESSIONAL SMALL BUSINESS SERVER ADDITIONAL CLIENT L TO INCLUDE A BOXED CD		
9	1	EA.	#CCAM CREDENTIAL CAM PHOTO ID CAMERA TO INCLUDE: WEBCAM WITH BUILT-IN DIGITAL MIC, DESKTOP STAND, LCD SCREEN CLIP & NOTEBOOK CLIP, MICROFIBER TRAVEL CASE & LENS CLEANER, BONUS WEBCAM SOFTWARE FOR MAC & PC, CD WITH PC AND MAC DRIVERS, INSTRUCTION BOOKLET, 1.75mm USB CALBE (5'8"), 1-YR. WARRANTY (OR EQUAL)		
10	1	PK	3/8" FLAT BRAID LANYARD W/SAFETY BREAKAWAY - 100 PER PACK, COLOR: BLACK		

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				TOTAL	
			<p>PLEASE BID THE ABOVE ITEMS AS SPECIFIED OR EQUAL. IF YOU QUOTE AN ALTERNATE ON ANY ITEM YOU MUST INCLUDE BRAND/MODEL QUOTED OR YOUR QUOTE MAY BE SUBJECT TO REJECTION.</p>		
			<p>BID MUST INCLUDE ALL CHARGES: SHIPPING, HANDLING, FREIGHT, ETC.</p>		