



STATE OF ALABAMA
COUNTY OF SHELBY

May 24, 2021

SEALED BIDS – LARGE FORMAT PRINTER/COPIER/SCANNERS

Sealed bids for **LARGE FORMAT PRINTER/COPIER/SCANNERS** will be received in the office of the County Manager, Shelby County Administration Building, 200 West College Street, Room 123, Columbiana, Alabama 35051 until 2:30 p.m. on June 10, 2021 at which time bids will be publicly opened and read. The County Commission reserves the right to reject any or all bids and to waive informalities in awarding this bid to the lowest responsive bidder. Bidders are to state that bids submitted are firm and that no claims for errors will be made after bids are opened and subsequent thereof. Any entity of Shelby County Commission may purchase from this bid.

If you have any questions concerning this bid, please contact Tammy Shaw at tshaw@shelbyal.com.

GENERAL INFORMATION

All bidders must use our form for submitting their bids. Bids must be submitted in triplicate. All bids must be sealed and marked in the lower left hand corner "**BID – LARGE FORMAT PRINTER/COPIER/SCANNERS**," with opening date and time. Late bids will not be opened.

Records showing successful bidder(s) and prices quoted will be placed on file and may be examined upon request. If contract is awarded to someone other than lowest bidder, a note of explanation will appear in the bid file and Commission Minutes.

Use of trade names and numbers shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition.

Any entity of Shelby County Commission, Shelby County Board of Education or any municipality within Shelby County upon agreement and approval of both parties may purchase from this bid.

The County may cancel this contract at any time for any reason, provided a thirty day written notice is given.

Shelby County requires a purchase order for all purchases/services. Copies of purchase order shall be required by vendor for orders to be processed and invoices paid.

DISQUALIFICATION OF BIDS

Bids may be disqualified before award of the contract for any of the following:

- A. Failure to mark envelope as required;
- B. Failure to sign or notarize the bid document;
- C. Failure to include requested information or other details of the bid.

METHOD OF AWARD

The award will be made to the lowest responsive bidder meeting specifications. It is not the policy of the Shelby County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, purpose for which required, terms of delivery, and past service and experience are among the factors that may be considered in determining the responsive bidder.

The Shelby County Commission reserves the right to award separate contracts for each item, each product, or any combination of products if in the best interest of the Shelby County Commission. Shelby County Commission reserves the right to reject all bids.

No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of sixty (60) days.

Prices must be valid for a period of one (1) year from date of bid award. This contract may be renewed for up to three (3) years from the initial award date upon the agreement of both parties.

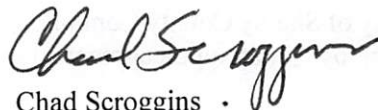
IMMIGRATION LAW

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

OPEN TRADE

By signing this contract, vendor agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

Please provide your bid response in triplicate, one original and two copies.


Chad Scroggins
County Manager

Scope of Work

Large Format Printer / Copier / Scanners

Overview

The scope of this project is to provide, configure, and ship a large format multifunction printer / copier / scanner device as defined by the following technical and configuration specification. The large format MFP will be delivered, and installed at the location below:

- 506 Highway 70 Columbiana, Alabama 35051

Proposed equipment specifications

1. 36" wide large format multifunction device (monochrome print/copy and monochrome and color scanning)
 - a. printing technology: electrophotography (LED) with a closed toner system
 - b. print and scan width up to 36"
 - c. four roll media option
 - d. support for bond, gloss, film, textile banner and digital soft poly banner materials
 - e. ability to automatically email meter reading submittal
 - f. prints @ 10D's a minute in B&W and 8D's a minute in Color
2. Configurable Scan to multiple user defined network shares
 - a. Scan to email, folder, dropbox, google drive, share pointe, box.com and one drive
3. Scanner resolution up to 600 dpi; capable of creating multipage PDF; scanning method CIS (Contact Image Scanner)
4. Support for Windows print server on VMWare ESXi
5. Includes a windows 10 controller and solid state hard drive.
6. Support for 10/100/1000 TCP/IP Mbps LAN printing
7. Included Freight, Installation and Training
8. Flat monthly rate lease including on-site maintenance agreement
 - a. Maintenance agreement to include all service calls, labor, preventative maintenance and parts, including drum or photoreceptor.
9. The wide format machine must be a toner base wide format system. Electrophotography (LED) with organic photoconductor (OPC) and dry toner system
10. Print resolution of 600 x 2400DPI
11. Top stacker that must stack at least (50) sheets at a time

Purchase / Lease Price
Large Format Printer / Copier / Scanners

Equipment Price

ITEM NO	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	2	ea	Large Format multifunction		
2	1	ea	Freight, training and installation		
3	1	ea	Flat monthly rate maintenance agreement		

Lease Costs

- \$0 down, FMV Lease
- Flat monthly rate maintenance agreement cost and cost per sq. ft.

TERM	PROPOSED MONTHLY COST	LEASE COST BASIS
36 Month		

The undersigned offers these price, terms, and delivery as per bid specifications.

Name of Company: _____

Signature: _____

Print: _____

Email: _____

Address: _____

Phone: (include area code) _____

The ____ day of _____, 2021.

Notary Public
My Commission Expires_____.