

# Impulse Technology RFP 06-06-17 Laptops - TERMS AND CONDITIONS

Purchase of 20,000+ Used I5 & I7 series Tier 1 Laptops that were pulled from service, working.

The below Manufacturers are acceptable and would be willing to purchase in smaller lots of 500+.

MFG would include; Apple, HP, Dell, Lenovo, Microsoft, Acer, Asus, Sony, Samsung, Toshiba, Panasonic etc.

## 1. SCOPE

Impulse Technology, is currently accepting bids to obtain source(s) of supply for the item(s) as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide the item(s) and to obtain pricing commitments for Purchase of 20,000+ Laptops.

### Condition scale as follows:

A Grade	Perfect working condition (no bios password), like new. Complete
B Grade	Perfect working condition (no bios password), slight scuff on case, no scuff on LCD, no bent corners or case.
C Grade	Perfect working condition (no bios password), may have scuff on lcd but not deep scratch, may have scuff or scratch on case and bent corner.

## 2.0 Submission of Bids:

All bids are to be emailed with below pricing matrix to:

fshiffman@impulsetech.us

## 2.1 AWARD

Award will be based on the all the above requirements to determine the optimal pricing, responsive, responsible bidder. All awards are subject to the availability of funds.

## 3. TERM OF AGREEMENT

Term of agreement is for up to 3 months to verify condition and accuracy of hardware.

## 4. PRE-BID CONFERENCE

Final determination will be on-site inspection of product.

## **5. COMPLIANCE WITH SPECIFICATIONS**

The bidder, by affixing their signature to the bid form submitted, agrees to provide items(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

## **6. STATE CONTRACTS- Not applicable**

## **7. QUANTITIES**

Quantities indicated reflect the estimated quantities to be purchased and are subject to fluctuation in accordance with actual requirements. Impulse Technology reserves the right to purchase more than the 20K estimated quantities listed or not to make any purchase against this bid if it so deems necessary. Vendor will be notified of final quantity in writing prior to award.

## **8. PRICES**

All unit prices shall be for the product, Impulse Technology will take care of freight, delivery and handling.

## **9. ESCALATION/DE-ESCALATION**

Not Applicable

## **10. DELIVERY**

Not Applicable

## **11. PICK UP AND RETURNS**

Impulse reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. Impulse Technology will determine compliance with bid specifications.

## **12. SUPPLIER ACCESSIBILITY**

Impulse Technology or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to Impulse Technology. Any supplier accessibility requirements outlines in the specifications supersede this section.

## **13. REPORTING**

Impulse Technology may request, during the term of this bid, reports including but not limited to; usage, pricing and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

#### **14. INVOICING/Payment**

Invoices will be issued once supplies/services are delivered and/or rendered to Impulse Technology as outlined in the bid documents. At a minimum, invoices must include the purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure and extended totals. Payment terms are Net 30 days unless other arrangements are made.

#### **15. INSURANCE / INDEMNIFICATION**

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents.

## **Specifications and Requirements**

### **Purchase of Laptop Computers**

1. Product must be Used (Pulled from Service Working) or potentially new if never installed into service at time of rollout. We are not looking for new product from distribution.

2. Vendor can be a school, end-user, government agency, dealer/reseller/distributor of equipment. If a vendor submits any quote/price for an alternative or equivalent product, all items must MEET or EXCEED the specifications listed on this solicitation and vendors must include in their bid package, in written form, a quote which contains a comparison of each requested specification and a detail of the specification contained within the alternative or equivalent product. It is at the sole discretion of Impulse Technology to determine if the alternative or equivalent product meets or exceeds the specifications. IF THIS DETAIL IS NOT PROVIDED, THE BID WILL BE CONSIDERED INCOMPLETE AND WILL NOT BE CONSIDERED.

3. Sample/Demonstration Unit: A sample/demonstration unit must be delivered or an on-site inspection for evaluation purposes. The sample unit must exactly match the unit that is being offered. The unit will be held until an award is made.

4. Delivery:

Delivery of laptops must begin within 21 calendar days after vendor receives the initial purchase order.

Partial shipments may be accepted but pricing may be affected.

Ownership of equipment will transfer to the Impulse Technology upon pickup of hardware.

Impulse Technology will have 30 days to inspect and test hardware for DOA equipment and will either need to be replaced or be credited the full amount in form of payment.

Penalty: Delivery needs to be within the agreed delivery period. Failure to meet the delivery schedule, and each delay that extends past the due date by more than 2 business days, will cause a penalty to be applied, at the

5. Payment Terms: Net 30 unless other agreed terms are negotiated.

**Hardware:**

ALL SPECIFICATIONS LISTED BELOW ARE MINIMUM SPECIFICATIONS (unless otherwise noted). Please check off whether your offering meets or exceeds the specification. Bidder must meet or exceed all line items. \*Note – a standard AC Adapter with Power Cord must be included with each laptop.

Note: Please check whether your offering Meets or Exceeds the Minimum Specifications. All lines must either Meet or Exceed the Minimum Specifications. Please note that no preferential weight will be given to offerings that have a higher or lower number of 'Exceeds' designations. All offerings, however, must at least "Meet" the Minimum

Pricing Matrix:

If you have multiple models and condition grades please attach your own spread sheet with same format.

Tier 1 MFG	Model	I5 or I7	Grade	Qty	Price	Ext Price
Apple						
HP						
Dell						
Lenovo						
Microsoft						
Acer						
Asus						
Sony						
Samsung						
Toshiba						
Panasonic						
Other						

\*\*\*\*\*All questions in regards to this bid can be in writing via email and directed to:

Floyd Shiffman - [fshiffman@impulsetech.us](mailto:fshiffman@impulsetech.us)

Or if you would like to discuss any details call me @ 678-965-2162