



STATE OF ARKANSAS
Request For Quotation / RFQ

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Vendor No. 100000000
Contact
Your reference

THIS IS NOT AN ORDER

RFQ Number 6000006117
Date 01/28/2008
Req.Tracking No. SP-08-0246
Contact Jan Roberts
Telephone 501-371-6057
Fax 501-324-9311
Quote due on 02/20/2008

Send Quotation To:

AR OFFICE OF STATE PROCUREMENT
1509 WEST 7TH STREET, SUITE 300
LITTLE ROCK, AR 72201-4222

Ship To:

ARKANSAS STATE POLICE
CENTRAL SUPPLY
1 STATE POLICE PLAZA DRIVE
LITTLE ROCK AR 72209

Estimated Delivery Date: 04/01/2008

REFERENCE TRACKING NUMBER: SP-08-0246
COMMODITY: Telephone System Upgrade Components
CONTRACT TYPE: NB (FIRM)
BID OPENING DATE: February 20, 2008
BID OPENING TIME: 1:30 P.M. (CST)

BID OPENING LOCATION:

OFFICE OF STATE PROCUREMENT
1509 WEST SEVENTH STREET, ROOM 300
LITTLE ROCK, AR 72201-4222

BID MAY NOT BE FAXED

THIS IS A FORMAL SEALED BID.
BIDS WILL BE ACCEPTED BY THE OFFICE OF STATE PROCUREMENT UNTIL
THE TIME AND DATE SPECIFIED ABOVE. THE BID ENVELOPE MUST BE SEALED AND
SHOULD BE PROPERLY MARKED WITH THE REFERENCE TRACKING NUMBER, DATE, HOUR
OF BID OPENING AND THE BIDDERS RETURN ADDRESS.

BIDDER COMPANY NAME _____

CONTACT NAME/TITLE _____

ADDRESS _____

Vendor Quote Information submitted by:

Printed Name _____

Signature _____

Date _____

THE BID MUST BE SIGNED IN INK. UNSIGNED BIDS WILL NOT BE CONSIDERED.
Department of the Arkansas State Police



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TELEPHONE: _____ FAX: _____

E-MAIL ADDRESS: _____

FED. I. D. OR SOC. SEC. NO. _____

MINORITY BUSINESS POLICY

Minority participation is encouraged in this and all other procurements by state agencies.

"Minority" is defined by Arkansas Code Annotated §1-2-503 as "black or African American, Hispanic American, American Indian or Native American, Asian, and Pacific Islander". The Arkansas Economic Development Commission conducts a certification process for minority businesses. Bidders unable to include minority-owned businesses as subcontractors "may explain the circumstances preventing minority inclusion".

DELIVERY

The agency requests delivery on or before May 1, 2008. If this delivery date cannot be met, the bidder must state the number of days required to place the commodity in the ordering agency's designated location. Failure to state the delivery time obligates the bidder to complete delivery by the agency's requested date. Extended delivery dates may be considered when in the best interest of the state.

Delivery _____ days after receipt of order.

BID WILL BE ALL OR NONE

"Delivery Notice: We strongly recommend that you not send bid documents by priority or certified United State Postal Service (USPS) mail. The Office of State Procurement cannot be responsible for delivery by the USPS. The United States Post Office does NOT deliver mail directly to our offices. Only UPS, FedEx, DHL or similar delivery service will deliver to our office if the street address is used. They will not deliver to a P.O. box. We regret any inconvenience this may cause"

The Office of State Procurement objects to and shall not consider any additional terms or conditions submitted by a bidder, including any appearing in documents attached as part of a bidder's response. In signing and submitting its bid, a bidder agrees that any additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect. Failure to comply with terms and conditions, including those specifying information that must be submitted with a bid, shall be grounds for rejecting a bid.



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Item	Material/Description	RFQ Qty	UM	Unit Price	Amount
0010	10023897 TELEPHONE SYSTEM, MISC, EACH Requisition #: 1000402388 USE OFFICIAL PRICE SHEET FOR PRICING	1	each	\$ _____	\$ _____
Total \$					

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TELEPHONE SYSTEM UPGRADE COMPONENTS

The Arkansas State Police is requesting bids for the purpose of upgrading the agency's existing PBX system, Nortel Model No. 61C.

Delivery: Installation begins May 1, 2008

BID ALL OR NONE

ALL PARTS MUST BE NORTEL COMPONENTS - NO SUBSTITUTIONS WILL BE ACCEPTED.

Vendor must install approximately 300 feet of 150 pair cable to include all the necessary blocks/brackets to terminate and include cross connecting.

Price to include one(1) day of CallPilot and System Administration training

Vendor to perform turnkey installation for all components and ensure that the new system/components are operational with pre-existing backup 911 system, 1-800 lines, voice response systems, digital recording systems, etc..

Warranty of all installed components shall be at least one (1) year from date of installation.

NORTEL COMPONENTS LIST

<u>Item</u>	<u>Qty.</u>	<u>Part #</u>	<u>Description</u>
1.	1	NTHU50DA	Cardcage Upgrade to CP PIV (DC)
2.	6	N0113525	Panel cPCI Card Slot Filler
3.	2	NT6D41CAE5	Power Supply, Core/Network DC
4.	1	NTE900PH	Nortel Meridian 1 PBX 61C/1000M SG processor upgrade to CP PIV
5.	1	NTZC72AA	Dual Port DTI/PRI Package
6.	749	NTE954LL	SW Upgrade Existing to Release 5.0 Like for Like per user
7.	1	NTRB18CAE5	Mgate Card, 32 DS30X Channels [RoHS]
8.	1	NTRH9234E5	Combo Key/Mouse [RoHS]
9.	1	NTRH9235E6	17 inch LCD Monitor [RoHS]
10.	1	NTRH9236E6	Portable External SLR75 Tape Assembly [RoHS]

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11.	1	NTRH9242E6	1005r/600r USB Support Modem [RoHS]
12.	1	NTTK14ABE6	AC Power Cord -NA NEMA 5-15P 125V 13A 10ft
13.	1	NTUB24CA	CallPilot 5.0 Migration Utility Kit
14.	6	NTZE07EA	CallPilot 2 Voice Channel Package
15.	2	NTZE19DA	CallPilot Voice Capability - 200 Seats
16.	1	NTZE39AB	CallPilot Integration for M1 CS 1000M CS 1000E
17.	1	NTZE4001	CallPilot New System Order Specifier Code
18.	1	NTZE67AAE5	CallPilot 5.0 600r Base System Package
19.	1	NT5S00AEE6	BES50 - 12 Ports 10/100 Base-T, Ethernet Switch with Power over Ethernet. Includes paper installation sheet, power adapter and rubber bumper with NA power cord.
20.	16	NTE906AA	1 Enhanced Service Package Analog User License - Release 5.0
21.	96	NTE906JA	1 Enhanced Service Package Digital User License - Release 5.0
22.	20	NTE906HA	1 Enhanced Service Package ACD Agent License - Release 5.0
23.	6	NT8D02HAE5	Digital Line Card
24.	1	NTZE11CA	CallPilot Desktop Messaging Users 50
25.	1	NT8D41BB	Paddleboard 4-Port Quad SDI

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OFFICIAL PRICE SHEET
(USE THIS SHEET RATHER THAN PAGE 3/8)

TOTAL BID PRICE \$ _____
BID ALL OR NONE



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RFQ/RFP STANDARD TERMS AND CONDITIONS

1. GENERAL: Any special terms and conditions included in the invitation for bid override these standard terms and conditions. The standard terms and conditions and any special terms and conditions become part of any contract entered into if any or all parts of the bid are accepted by the State of Arkansas.

2. ACCEPTANCE AND REJECTION: The state reserves the right to accept or reject all or any part of a bid or any and all bids, to waive minor technicalities, and to award the bid to best serve the interest of the state.

3. BID SUBMISSION: Bids must be submitted to the Office of State Procurement on this form, with attachments when appropriate, on or before the date and time specified for bid opening. If this form is not used, the bid may be rejected. The bid must be typed or printed in ink. The signature must be in ink. Unsigned bids will be disqualified. The person signing the bid should show title or authority to bind his firm in a contract. Each bid should be placed in a separate envelope completely and properly identified. Late bids will not be considered under any circumstances.

4. PRICES: Quote F.O.B. destination. Bid the unit price. In case of errors in extension, unit prices shall govern. Prices are firm and not subject to escalation unless otherwise specified in the bid invitation. Unless otherwise specified, the bid must be firm for acceptance for thirty days from the bid opening date. "Discount from list" bids are not acceptable unless requested in the bid invitation.

5. QUANTITIES: Quantities stated in term contracts are estimates only, and are not guaranteed. Bid unit price on the estimated quantity and unit of measure specified. The state may order more or less than the estimated quantity on term contracts. Quantities stated on firm contracts are actual requirements of the ordering agency.

6. BRAND NAME REFERENCES: Any catalog brand name or manufacturer's reference used in the bid invitation is descriptive only, not restrictive, and used to indicate the type and quality desired. Bids on brands of like nature and quality will be considered. If bidding on other than referenced specifications, the bid must show the manufacturer, brand or trade name, and other descriptions, and should include the manufacturer's illustrations and complete descriptions of the product offered. The state reserves the right to determine whether



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a substitute offered is equivalent to and meets the standards of the item specified, and the state may require the bidder to supply additional descriptive material. The bidder guarantees that the product offered will meet or exceed specifications identified in this bid invitation. If the bidder takes no exception to specifications or reference data in this bid he will be required to furnish the product according to brand names, numbers, etc., as specified in the invitation.

7. GUARANTY: All items bid shall be newly manufactured, in first-class condition, latest model and design, including, where applicable, containers suitable for shipment and storage, unless otherwise indicated in the bid invitation. The bidder hereby guarantees that everything furnished hereunder will be free from defects in design, workmanship and material, that if sold by drawing, sample or specification, it will conform thereto and will serve the function for which it was furnished. The bidder further guarantees that if the items furnished hereunder are to be installed by the bidder, such items will function properly when installed. The bidder also guarantees that all applicable laws have been complied with relating to construction, packaging, labeling and registration. The bidder's obligations under this paragraph shall survive for a period of one year from the date of delivery, unless otherwise specified herein.

8. SAMPLES: Samples or demonstrators, when requested, must be furnished free of expense to the state. Each sample should be marked with the bidder's name and address, bid number and item number. If samples are not destroyed during reasonable examination they will be returned at bidder's expense, if requested, within ten days following the opening of bids. All demonstrators will be returned after reasonable examination.

9. TESTING PROCEDURES FOR SPECIFICATIONS COMPLIANCE: Tests may be performed on samples or demonstrators submitted with the bid or on samples taken from the regular shipment. In the event products tested fail to meet or exceed all conditions and requirements of the specifications, the cost of the sample used and the reasonable cost of the testing shall be borne by the bidder.

10. AMENDMENTS: The bid cannot be altered or amended after the bid opening except as permitted by regulation.

11. TAXES AND TRADE DISCOUNTS: Do not include state or local sales taxes in the bid price. Trade discounts should be deducted from the unit price and the net price should be shown in the bid.

12. AWARD: Term Contracts: A contract award will be issued to the successful bidder. It results in a binding obligation without further action by either party. This award does not authorize shipment.



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Shipment is authorized by the receipt of a purchase order from the ordering agency. Firm Contracts: A written state purchase order authorizing shipment will be furnished to the successful bidder.

13. LENGTH OF CONTRACT: The invitation for bid will show the period of time the term contract will be in effect.

14. DELIVERY ON FIRM CONTRACTS: The invitation for bid will show the number of days to place a commodity in the ordering agency's designated location under normal conditions. If the bidder cannot meet the stated delivery, alternate delivery schedules may become a factor in an award. The Office of State Procurement has the right to extend delivery if reasons appear valid. If the date is not acceptable, the agency may buy elsewhere and any additional cost will be borne by the vendor.

15. DELIVERY REQUIREMENTS: No substitutions or cancellations are permitted without written approval of the Office of State Procurement. Delivery shall be made during agency work hours only 8:00 a.m. to 4:30 p.m., unless prior approval for other delivery has been obtained from the agency. Packing memoranda shall be enclosed with each shipment.

16. STORAGE: The ordering agency is responsible for storage if the contractor delivers within the time required and the agency cannot accept delivery.

17. DEFAULT: All commodities furnished will be subject to inspection and acceptance of the ordering agency after delivery. Back orders, default in promised delivery, or failure to meet specifications authorize the Office of State Procurement to cancel this contract or any portion of it and reasonably purchase commodities elsewhere and charge full increase, if any, in cost and handling to the defaulting contractor. The contractor must give written notice to the Office of State Procurement and ordering agency of the reason and the expected delivery date. Consistent failure to meet delivery without a valid reason may cause removal from the bidders list or suspension of eligibility for award.

18. VARIATION IN QUANTITY: The state assumes no liability for commodities produced, processed or shipped in excess of the amount specified on the agency's purchase order.

19. INVOICING: The contractor shall be paid upon the completion of all of the following: (1) submission of an original and the specified number of copies of a properly itemized invoice showing the bid and purchase order numbers, where itemized in the invitation for bid, (2) delivery and acceptance of the commodities and (3) proper and legal processing of the invoice by all necessary state agencies. Invoices



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must be sent to the "Invoice To" point shown on the purchase order.

20. STATE PROPERTY: Any specifications, drawings, technical information, dies, cuts, negatives, positives, data or any other commodity furnished to the contractor hereunder or in contemplation hereof or developed by the contractor for use hereunder shall remain property of the state, be kept confidential, be used only as expressly authorized and returned at the contractor's expense to the F.O.B. point properly identifying what is being returned.

21. PATENTS OR COPYRIGHTS: The contractor agrees to indemnify and hold the State harmless from all claims, damages and costs including attorneys' fees, arising from infringement of patents or copyrights.

22. ASSIGNMENT: Any contract entered into pursuant to this invitation for bid is not assignable nor the duties thereunder delegable by either party without the written consent of the other party of the contract.

23. OTHER REMEDIES: In addition to the remedies outlined herein, the contractor and the state have the right to pursue any other remedy permitted by law or in equity.

24. LACK OF FUNDS: The state may cancel this contract to the extent funds are no longer legally available for expenditures under this contract. Any delivered but unpaid for goods will be returned in normal condition to the contractor by the state. If the state is unable to return the commodities in normal condition and there are no funds legally available to pay for the goods, the contractor may file a claim with the Arkansas Claims Commission. If the contractor has provided services and there are no longer funds legally available to pay for the services, the contractor may file a claim.

25. DISCRIMINATION: In order to comply with the provision of Act 954 of 1977, relating to unfair employment practices, the bidder agrees that: (a) the bidder will not discriminate against any employee or applicant for employment because of race, sex, color, age, religion, handicap, or national origin; (b) in all solicitations or advertisements for employees, the bidder will state that all qualified applicants will receive consideration without regard to race, color, sex, age, religion, handicap, or national origin; (c) the bidder will furnish such relevant information and reports as requested by the Human Resources Commission for the purpose of determining compliance with the statute; (d) failure of the bidder to comply with the statute, the rules and regulations promulgated thereunder and this nondiscrimination clause shall be deemed a breach of contract and it may be cancelled, terminated or suspended in whole or in part; (e) the bidder will include the provisions of items (a) through (d) in every subcontract so that such provisions will be



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binding upon such subcontractor or vendor.

26. CONTINGENT FEE: The bidder guarantees that he has not retained a person to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies maintained by the bidder for the purpose of securing business.

27. ANTITRUST ASSIGNMENT: As part of the consideration for entering into any contract pursuant to this invitation for bid, the bidder named on the front of this invitation for bid, acting herein by the authorized individual or its duly authorized agent, hereby assigns, sells and transfers to the State of Arkansas all rights, title and interest in and to all causes of action it may have under the antitrust laws of the United States or this state for price fixing, which causes of action have accrued prior to the date of this assignment and which relate solely to the particular goods or services purchased or produced by this State pursuant to this contract.

28. DISCLOSURE: Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.