



**State of Alabama
Department of Mental Health
Central Purchasing
Solicitation**

| | | |
|--|----------------------------------|---|
| Solicitation RFB 061 19000000680 | Document Phase Final | Document Description Video Conferencing Equipment |
| Procurement Folder 731607 | Creation Date 12/12/18 | Print Date 01/16/19 |

Request for Bids

CONTACTS

| Contact | Name | E-mail | Phone |
|-------------------|----------------|-------------------------------|--------------|
| Requestor: | Annette Waites | Annette.Waites@mh.alabama.gov | 334-353-7128 |
| Issuer: | Annette Waites | Annette.Waites@mh.alabama.gov | 334-353-7128 |
| Buyer: | Annette Waites | Annette.Waites@mh.alabama.gov | 334-353-7128 |

Bids will be accepted from: 01/16/19
to: 02/14/19 11:00 AM
Bids will be opened: 2/14/19 11:00 AM

TO BE COMPLETED BY VENDOR

Information in this section should be provided as appropriate. Bid Response must be in ink or typed with original signature and notarization.

1. Delivery: Can be made _____ days or _____ weeks after receipt of order.
2. Terms: _____ (Discounts are taken without regard to date of payment.)
3. Prices valid for acceptance within _____ days.
4. Vendor's quotation reference number, if any: _____ (this number will appear on the purchase order.)
5. E-mail address: _____ Internet Website: _____
6. General Contractor's License No: _____ Type of G.C. License: _____

Return invitation to bid:

Regular Mail
State of Alabama
Alabama Mental Health
Purchasing Office
P.O. Box 301410
Montgomery, AL 36130-1410

Courier
State of Alabama
Alabama Mental Health
Purchasing Office
100 N. Union St. Suite 570
Montgomery, AL 36104

Signature and Notarization Required

I have read the entire bid and agree to furnish each item offered at the price quoted. I hereby affirm I have not been in any agreement or collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding.

Sworn to and

VSS Account No. (Must match registration)

Authorized Signature (Ink)

Subscribed before me this

Company Name

Type/Print Authorized Name

Day of _____

Mail Address

Title

Notary Public

City, State, Zip

Toll Free Number

Term Expiration:

Phone Including Area Code

Fax Number

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 1 **Line Type:** Item
Commodity Code: 84000 **Quantity:** 0.00000
Commodity Description: TELEVISION EQUIPMENT AND **Unit:** Each
Extended Amount: **Unit Price:**

Preferred Vendor: _____

Extended Description:

VISIO TELEVISIONS

PER VENDOR % OFF MSRP

TELEVISION EQUIPMENT AND ACCESSORIES

SHIPPING AND BILLING**Shipping**

ADMH- Central Office Contracts & Purchasing
 Annette Waites...Room 570
 100 N Union
 RSA Union Building
 Montgomery, AL 36130

Delivery Date:**Billing**

ADMH Central Office Accounts Payable
 Chris McCracken - 334-242-3799
 100 N Union Street
 RSA Union Building-Suite 568
 Montgomery, AL 36130

Delivery Type:**COMMODITY INFORMATION**

Group: 1 Default Commodity Group **Line:** 2 **Line Type:** Item
Commodity Code: 84000 **Quantity:** 0.00000
Commodity Description: TELEVISION EQUIPMENT AND **Unit:** Each
Extended Amount: **Unit Price:**

Preferred Vendor: _____

Extended Description:

LG TELEVISIONS

PER VENDOR % OFF MSRP

TELEVISION EQUIPMENT AND ACCESSORIES

SHIPPING AND BILLING**Shipping**

ADMH- Central Office Contracts & Purchasing
 Annette Waites...Room 570
 100 N Union
 RSA Union Building
 Montgomery, AL 36130

Delivery Date:**Billing**

ADMH Central Office Accounts Payable
 Chris McCracken - 334-242-3799
 100 N Union Street
 RSA Union Building-Suite 568
 Montgomery, AL 36130

Delivery Type:**COMMODITY INFORMATION**

Group: 1 Default Commodity Group **Line:** 3
Commodity Code: 84000
Commodity Description: TELEVISION EQUIPMENT AND
Extended Amount:

Line Type: Item
Quantity: 0.00000
Unit: Each
Unit Price:

Preferred Vendor: _____

Extended Description:

SONY TELEVISIONS

PER VENDOR % OFF MSRP

TELEVISION EQUIPMENT AND ACCESSORIES

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 4
Commodity Code: 84000
Commodity Description: TELEVISION EQUIPMENT AND
Extended Amount:

Line Type: Item
Quantity: 0.00000
Unit: Each
Unit Price:

Preferred Vendor: _____

Extended Description:

SAMSUNG TELEVISIONS

PER VENDOR % OFF MSRP

TELEVISION EQUIPMENT AND ACCESSORIES

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 5

Line Type: Item

Commodity Code: 84069 **Quantity:** 0.00000
Commodity Description: Video Camera-Recorders, Accessories and Parts, **Unit:** Each
Extended Amount: **Unit Price:**
Preferred Vendor: _____

Extended Description:

LOGITECH VIDEO CAMERAS

PER VENDOR % OFF MSRP

Video Camera-Recorders, Accessories and Parts, Television Studio Type

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 6 **Line Type:** Item
Commodity Code: 20400 **Quantity:** 0.00000
Commodity Description: COMPUTER HARDWARE AND **Unit:** Each
Extended Amount: **Unit Price:**
Preferred Vendor: _____

Extended Description:

MICROSOFT SURFACE GO TABLETS + 3-YR EXTENDED SERVICE PLAN, 3-5 BUINESS DAY

PER VENDOR % OFF MSRP

COMPUTER HARDWARE AND PERIPHERALS FOR MICROCOMPUTERS

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 7 **Line Type:** Item
Commodity Code: 84069 **Quantity:** 0.00000
Commodity Description: Video Camera-Recorders, Accessories and Parts, **Unit:** Each

Extended Amount:

Unit Price:

Preferred Vendor: _____

Extended Description:

AVER PTZ CONFERENCE CAMERAS

PER VENDOR % OFF MSRP

Video Camera-Recorders, Accessories and Parts, Television Studio Type

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Date:

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group

Line: 8

Line Type: Item

Commodity Code: 83900

Quantity: 0.00000

Commodity Description: TELEPHONE EQUIPMENT, ACCESSORIES

Unit: Each

Extended Amount:

Unit Price:

Preferred Vendor: _____

Extended Description:

REVOLABS USB CONFERENCE PHONES

PER VENDOR % OFF MSRP

TELEPHONE EQUIPMENT, ACCESSORIES AND SUPPLIES

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Date:

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group

Line: 9

Line Type: Item

Commodity Code: 84000

Quantity: 0.00000

Commodity Description: TELEVISION EQUIPMENT AND

Unit: Each

Extended Amount:

Unit Price:

Preferred Vendor:

Extended Description:

TRIP LITE ADAPTERS AND CABLES

PER VENDOR % OFF MSRP

TELEVISION EQUIPMENT AND ACCESSORIES

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 10 **Line Type:** Item
Commodity Code: 83900 **Quantity:** 0.00000
Commodity Description: TELEPHONE EQUIPMENT, ACCESSORIES **Unit:** Each
Extended Amount: **Unit Price:**

Preferred Vendor:

Extended Description:

REVOLABS FLX UC 500 CONFERENCE PHONES: MODEL RE10FXUC500

PER VENDOR % OFF MSRP

TELEPHONE EQUIPMENT, ACCESSORIES AND SUPPLIES

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 11 **Line Type:** Item
Commodity Code: 84000 **Quantity:** 0.00000
Commodity Description: TELEVISION EQUIPMENT AND **Unit:** Each
Extended Amount: **Unit Price:**

Preferred Vendor:

Extended Description:

LUXOR ADJ HEIGHT LCD TV STAND: MFG. PART LUF4000

PER VENDOR % OFF MSRP

TELEVISION EQUIPMENT AND ACCESSORIES

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 12 **Line Type:** Item
Commodity Code: 84000 **Quantity:** 0.00000
Commodity Description: TELEVISION EQUIPMENT AND **Unit:** Each
Extended Amount: **Unit Price:**
Preferred Vendor: _____

Extended Description:

TRIP LITE CABLE: MODEL U050-006

PER VENDOR % OFF MSRP

TELEVISION EQUIPMENT AND ACCESSORIES

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 13 **Line Type:** Item
Commodity Code: 84000 **Quantity:** 0.00000
Commodity Description: TELEVISION EQUIPMENT AND **Unit:** Each
Extended Amount: **Unit Price:**
Preferred Vendor: _____

Extended Description:

C2GCABLE: PART# 269653

PER VENDOR % OFF MSRP

TELEVISION EQUIPMENT AND ACCESSORIES

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Date:

Delivery Type:

COMMODITY INFORMATION

| | | |
|---|-----------------|--------------------------|
| Group: 1 Default Commodity Group | Line: 14 | Line Type: Item |
| Commodity Code: 84059 | | Quantity: 0.00000 |
| Commodity Description: Television, Interactive Digital LED/LCD HDTV, | | Unit: Each |
| Extended Amount: | | Unit Price: |

Preferred Vendor: _____

Extended Description:

SAMSUNG NU7100 SERIES 65" TV: PAR#SAUN65NU7100

PER VENDOR % OFF MSRP

Television, Interactive Digital LED/LCD HDTV, Integrated with PC

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Date:

Delivery Type:

COMMODITY INFORMATION

| | | |
|--|-----------------|--------------------------|
| Group: 1 Default Commodity Group | Line: 15 | Line Type: Item |
| Commodity Code: 84069 | | Quantity: 0.00000 |
| Commodity Description: Video Camera-Recorders, Accessories and Parts, | | Unit: Each |
| Extended Amount: | | Unit Price: |

Preferred Vendor: _____

Extended Description:

LOGITECH PRO 2 VIDEO CONFERENCE CAMER: PART #LOPTZPRO2

PER VENDOR % OFF MSRP

Video Camera-Recorders, Accessories and Parts, Television Studio Type

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 16 **Line Type:** Item
Commodity Code: 84069 **Quantity:** 0.00000
Commodity Description: Video Camera-Recorders, Accessories and Parts, **Unit:** Each
Extended Amount: **Unit Price:**

Preferred Vendor: _____

Extended Description:

AVER CAM520 USB PTZ CAMERA: PART # AVCOMSCA520

PER VENDOR % OFF MSRP

Video Camera-Recorders, Accessories and Parts, Television Studio Type

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

COMMODITY INFORMATION

Group: 1 Default Commodity Group **Line:** 17 **Line Type:** Item
Commodity Code: 84000 **Quantity:** 0.00000
Commodity Description: TELEVISION EQUIPMENT AND **Unit:** Each
Extended Amount: **Unit Price:**

Preferred Vendor: _____

Extended Description:

ITEM NOT OTHERWISE LISTED: (ALL OTHER BRANDS)

PER VENDOR % OFF MSRP

TELEVISION EQUIPMENT AND ACCESSORIES

SHIPPING AND BILLING

Shipping

ADMH- Central Office Contracts & Purchasing
Annette Waites...Room 570
100 N Union
RSA Union Building
Montgomery, AL 36130

Delivery Date:

Billing

ADMH Central Office Accounts Payable
Chris McCracken - 334-242-3799
100 N Union Street
RSA Union Building-Suite 568
Montgomery, AL 36130

Delivery Type:

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AUTHORITY:

The Department of Mental Health, an agency of the State of Alabama, makes purchases under the authority granted in Acts 1965, No. 881, Acts 1984, No. 84-242, and in accordance with the State of Alabama Bid Laws, specifically Code of Alabama 1975, Section 41-16-20.

AWARD:

The Department of Mental Health reserves the right to: (1) award bids on an "all or none" basis; (2) award bids on an "item by item" basis, unless otherwise specified by bidder; (3) waive any informality in bids; (4) reject any and all bids.

BID RESPONSE INSTRUCTIONS:

In order to submit a responsible bid, bidder must read and follow all instructions, terms, conditions and specifications.

1. Bid envelope(s)/package(s)/box(es) must be identified with the bid number and opening date. Each individual bid must be submitted in a separate envelope. Responses to multiple bid numbers submitted in the same package that are not in separate envelopes and properly identified will be rejected. The Department of Mental Health does not assume responsibility for late bids for any reason including those due to postal or courier service. Bid responses must be in the Department of Mental Health Office of Contracts and Purchasing prior to the "close date and time" indicated on the bid.
2. Bid responses must be in ink or typed on this document, or replicated in the exact format. Signatures must be handwritten originals in ink or the bid will be rejected. Unless indicated in the bid, all price pages must be completed and returned. If an item is not being bid, identify it as N/B (no bid). Pages should be secured. The Department of Mental Health does not assume responsibility for missing pages. Faxed/mailed bid responses will not be accepted.
3. The unit price always governs regardless of the extended amount. A unit price change must be initialed by the person signing the bid or that line will be rejected. Price changes include but are not limited to cross-out, strike-over, ink-over, white-out, erasure, or any other method changing the price.
4. The Department of Mental Health requires an original and a minimum of two exact copy signed, notarized bid to include any required addendum(s) and documentation. The original and the copy should be submitted together as a bid package.

BID REJECTION:

Bidders shall not place any qualifications, exceptions, conditions, reservations, limitations, or substitutions in their bid concerning the contract terms and conditions. Any such qualifications, exceptions, conditions, reservations, limitations, or substitutions shall result in rejection of bid.

Bids that are improperly submitted or received late will be documented for record will not be returned nor will bidder be notified.

The following is a partial list whereby a bid response will be rejected:

- Bid number not on envelope/package/box
- Bid response with multiple bid numbers in same envelope not properly identified

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- Bid responses received late
- Bid response not signed/not original signature
- Bid response not notarized/not original signature of notary/or notary expiration
- Bidder notarized own signature
- Required information not submitted with bid response
- Failure to submit the original bid and two copies
- Bid response received from non-subscribed/expired vendor

Beason-Hammon Alabama taxpayer and Citizen Protection Act (Act 2011-535 and as amended Act 2012-491)

As a condition for award of this bid, the vendor acknowledges the following:

“By signing this contract, the contracting parties affirm, for the duration of any 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.”

Verification of enrollment in the E-verify program will be required prior to any award to a vendor who employs one or more employees within the State of Alabama. E-verify documentation should be identified with the bid number and the buyer name. Failure to provide documentation within five (5) calendar days of notification will result in the rejection of your bid. To enroll in the E-verify program visit www.dhs.gov/e-verify.

CERTIFICATION PURSUANT TO ACT No. 2006-557:

Alabama Law (section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting and remitting Alabama state and local sales, use and/or lease tax on all taxable sales and leases in Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act No. 2006-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

MINORITY VENDOR INFORMATION:

Information and assistance to minority and women-owned businesses in acquiring M/WBE certification may be obtained from the Office of Minority Business Enterprises at www.adeca.alabama.gov.

STANDARD TERMS AND CONDITIONS

VENDOR REGISTRATION AND SUBSCRIPTION FEE:

Vendor may receive bid notices by registering at the State of Alabama vendor self-serve (VSS) portal, Hyperlink: “<https://procurement.staars.alabama.gov>”. Vendors wishing to respond to bids must be subscribed. Bid responses will not be accepted from non-subscribed vendors. Once registered you may subscribe by clicking the “pay subscription fee” tab at the top of the VSS home page. Payments must be made by credit or debit card. Vendors should provide their VSS

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assigned number on all bid responses. A vendor's subscription must be maintained throughout the term of an awarded contract to include renewal periods.

INTENT TO AWARD:

The State of Alabama Department of Mental Health will issue an "Intent to Award" before the final award is made. The "Intent to Award" will continue for a period of five (5) calendar days, after which the award will be final provided there are no protest. Upon final award, all rights to protest are forfeited. A detailed explanation of this process may be reviewed in the Alabama Administrative Code – Chapter 355-44(14).

ALTERNATE BID RESPONSES:

Unless stated elsewhere in this Invitation-to-Bid (ITB) the Dept. of Mental Health accept and evaluate alternate bid submittals provided the response meets all bid requirements. Alternates will be considered. When alternate brands and/or product numbers are bid, adequate specifications for evaluation must be submitted with the bid. Final determination as to equal quality of alternate will always be made by the receiving authority.

INTERNET WEBLINKS:

Internet and/or website links will not be accepted in bid responses as a means to supply any requirements stated in this ITB.

SALES TAX EXEMPTION:

Pursuant of the Code of Alabama, 1975, Title 40-23-4(A), the State of Alabama is exempt from paying sales tax. An exemption letter will be furnished upon request.

FOREIGN ENTITIES – CERTIFICATE OF AUTHORITY:

Alabama Law provides that a foreign entity (out of state company/firm) as identified in Section 10A-1-7.01 Code of Alabama 1975, not otherwise exempted by Section 10A-17.02 Code of Alabama Section 1975, may not transact business in the State of Alabama until it obtains a Certificate of Authority from the Secretary of State. To obtain forms for a Certificate of Authority, contact the Secretary of State, Corporate Division, (334) 242-52324. The Certificate of Authority does not prevent the vendor from submitting a bid.

BOYCOTT:

"Pursuant to Act 2016-312, the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with jurisdiction with which this state can enjoy open trade."

PRODUCT DELIVERY, RECEIVING AND ACCEPTANCE:

In accordance with the Uniform Commercial Code (Code of Alabama, Title 7), after delivery, the State of Alabama has the right to inspect all products before accepting. The State will inspect products in a reasonable timeframe. Signature on a delivery document does not constitute acceptance by the State. The State will accept products only after satisfactory inspection.

FREIGHT:

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Bid is F.O.B. destination. Any freight charges must be included in the bid prices. Do not include freight as separate line item. The vendor must assume all responsibility for damage in transit.

INVOICES:

Vendor understands and agrees that it has an affirmative duty to submit invoices accurately and on time. For purposes of this contract, this means that vendor shall submit all invoices by the fifth (5th) day of each month (or the next business day if the fifth falls on a weekend or State holiday) following the rendering of services or product that is required by this contract.

ALABAMA PREFERRED VENDOR:

A 'Preferred Vendor' shall be a person, firm, or corporation that is granted priority by meeting all of the following criteria as established by Section 41-16-20, Code of Alabama, 1975

Priority 1. Produces or manufactures the product within the State.

Priority 2. Has an assembly plant or distribution facility for the product within the State.

Priority 3. Is organized for business under the applicable laws of the State as a corporation, partnership, or professional association and has maintained at least one retail outlet or service center for the product or service within the State for not less than one year prior to the deadline date for the competitive bid.

Preferred vendor status must be indicated on the pricing page(s) of your bid in order to be considered for preferred vendor preference. By signing this bid, you affirm that the item(s) indicated meet all three criteria of a preferred vendor.

Bid item(s) meeting the criteria of preferred vendor where pricing is within 1% of the lowest compliant bid may be considered for award by the awarding authority.

BID SPECIFICATIONS

State of Alabama Department of MENTAL HEALTH Bureau of Information Technology



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VIDEO CONFERENCING EQUIPMENT

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SECTION I

I.1. GENERAL INFORMATION

I.1.1. Purpose

The Alabama Department of Mental Health desires to establish contracts to purchase component equipment for its Video Conferencing solution to include televisions, video cameras, speakers, mounting hardware, and associated cabling needed for the successful operation of the agency's video conferencing system. The contract period will commence upon acceptance for a term of 3 years and will be twice renewable for addition one-year terms, same pricing, terms and conditions for a total possible term of 5 years. The contract vendor will provide contract pricing for various component categories of equipment specified in this RFB, as well as pricing for specifically listed items. The established contract is to be used by ADMH to procure equipment to be used with the video conferencing system deployed at all hospital facilities, regional offices, and Central Office in Montgomery, Alabama. Up to three (3) qualified vendors may be awarded contracts from this bid. ADMH intends to purchase goods and services from the lowest cost, responsible provider(s), but reserves the right to purchase any item from one or more awarded Vendors.

The contract may be terminated by issuance of a thirty (30) day written notification of cancellation from one party to the other.

SECTION II

II.1. VENDOR TERMS and CONDITIONS

II.1.1. Format and Contents

The bid response should be submitted in the same format and sequence as this RFB.

II.1.2. Terms and References

Throughout this document, the following terms and titles may be used interchangeably:

- # Unless noted otherwise, references to State, ADMH, agency, Contract User, or User equate to the Alabama Department of Mental Health.
- # Unless noted otherwise, references to Vendor, Bidder, Contractor, or Sub-contractor equate to a bidding or awarded entity of the contract.

II.1.3. Pricing Terms, Conditions, and Award Scoring Criteria

Vendor must complete the empty, unshaded cells in the table below by providing a single percentage discount from MSRP (e.g., 0, 10, and 20.5) for each of the listed product categories or specified items and price sheet provided in bid package. Vendor must also provide the specific price that will be billed to the agency for any specifically listed items. Any form of “no bid” entry for any category will result in disqualification for this entire line item. A blank or space bid will be interpreted and accepted as a zero percent discount bid for the category or item.

| Product Categories | Percentage Off MSRP | Agency Price |
|--|---------------------|--------------|
| Visio Televisions | | |
| LG Televisions | | |
| Sony Televisions | | |
| Samsung Televisions | | |
| Logitech Video Cameras | | |
| MicroSoft Surface Go Tablets + 3Yr Extended Service Plan, 3-5 Business Day | | |
| Aver PTZ Conference Cameras | | |
| Revolabs USB Conference Phones | | |
| Trip Lite Adapters and Cables | | |
| Product Items | Percentage Off MSRP | |
| Revolabs FLX UC 500 USB Conference Phone; Model RE10FLXUC500 | | |
| Luxor ADJ Height LCD TV Stand: Mfg. Part LUFP4000 | | |
| Trip Lite Cable: Model U050-006 | | |
| C2G Cable: Part# 29653 | | |
| Samsung NU7100 Series 65" TV: Part Number: SAUN65NU7100 | | |
| Logitech Pro 2 Video Conf. Camera: Part# LOPTZPRO2 | | |
| Aver CAM520 USB PTZ Camera: Part# AVCOMSCA520 | | |

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The lowest responsible bids will be determined by using a weighted calculation that will be disclosed at the bid opening prior to opening any bid response. Vendors must include all shipping and handling expenses in their quotes for specific items, and percentage discounts off of MSRP must reflect the inclusion of shipping and handling charges in the price of any item procured within a product category.

II.1.4. Bid Questions and Answers

All questions regarding the bid must be submitted/posted in STAARS at least 5 calendar days prior to the due date for vendor submissions.

From the date of issuance of this RFB, until the award is made and announced, all questions concerning this RFB shall be directed to the buyer, who will serve as Agency’s sole point of contact. It is not permissible for any Vendor, or any entity working on behalf of a Vendor, to solicit information regarding this RFB from any government source (Federal or State) other than from the official point of contact listed herein. Questions concerning this RFB must be submitted in writing according to the guidelines as stated within the RFB Terms and Conditions. Any reported unauthorized solicitations for information are grounds for disqualification of the bid.

II.1.5. Disclosure of Bid Contents

Upon submission, all bids become the property of State. Upon award, all contract information contained in the bid becomes public information.

II.1.6. Warranty Requirements

All vendor warranties, if any, must be passed on to ADMH at no additional cost and must provide equal to or greater than manufacturer’s warranty.

SECTION III

III.1. POST AWARD CRITERIA

III.1.1. Vendor Disclosures

Vendor must reveal any litigation or State or federal sanctions they may be under that could adversely affect Vendor's ability to fulfill its obligations under the resulting contract. Determination that Vendor is under litigation or State or federal sanctions may be grounds for disqualification or contract termination.

III.1.2. Force Majeure

Neither party shall be liable or deemed to be in default for any Force Majeure delay in shipment or performance occasioned by unforeseeable causes beyond the control and without the fault or negligence of either party, including, but not restricted to, acts of God or the public enemy, fires, floods, epidemics, quarantine, restrictions, strikes, freight embargoes, or unusually severe weather, provided that in all cases Vendor shall notify State promptly in writing of any cause for delay and State concurs that the delay was beyond the control and without the fault or negligence of Vendor. The period for the performance may, at State's discretion, be extended for a period equivalent to the period of the Force Majeure delay.

III.1.3. Invoicing Service Support

Vendor shall provide qualified financial representatives to work with contract user's staff for the successful invoicing and payment of all equipment, software, and services provided by Vendor. If required, Vendor must provide invoicing support.

III.1.4. Timely Performance

Vendor must be able to provide all items ordered according to the following delivery terms and conditions:

New Network Equipment, or Services

| Order (including installation) | Delivery Interval (Calendar Days) |
|---|--|
| 1 to 100 Items | 30 Days |
| 101 to 500 Items | 60 Days |
| Over 500 Items | Individually negotiated |

National Constraint/Backlog will be the only reason the delivery interval provision will not apply. Vendor must respond, however, to all calls and inquiries in a timely fashion.

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III.1.5. National Constraint/Backlog

This must be a documented incident by the manufacturer, beyond the control of Vendor, which prevents performance within the required time frames. It does not mean that Vendor is having problems obtaining a product through their normal supply channels, but rather that the manufacturer is having problems delivering certain products. Failure to document National Constraint/Backlog to the satisfaction of the State may result in cancellation of the contract with Vendor.

E-Verify

Contractor understands that Contractor shall provide a complete copy of e-verify memorandum of understanding (MOU) which is generated when the business entity or employer enrolls in that program, bearing the number assigned to the MOU by Homeland Security: establishing that the business entity has registered to participate in e-verify for the duration of this contract, and shall verify every employee who is registered to be verified according to the applicable Federal rules and regulations.

Please submit one (1) original and two (2) copies.

SECTION IV – VENDOR RESPONSE SUMMARY

VENDOR NAME _____

VENDOR REPRESENTATIVE _____

VENDOR REP E-MAIL _____

VENDOR NUMBER _____

VENDOR ADDRESS _____

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