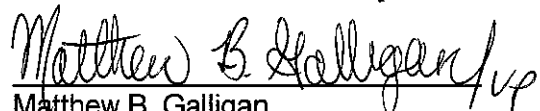


TOWN OF SOUTH WINDSOR
1540 SULLIVAN AVENUE
SOUTH WINDSOR, CONNECTICUT

INVITATION TO BID

The Town of South Windsor is requesting bids for one (1) **Handheld GNSS Data Collector** to be purchased for Town GIS data collection operations. Bids shall be in a sealed envelope and clearly marked on the front "Handheld GNSS Data Collector". Sealed bids will be accepted at the South Windsor Town Hall, Engineering Department, 1540 Sullivan Ave, South Windsor, Connecticut, until 4:00 PM. (EST), on Tuesday, June 12, 2018. No electronically transmitted bids will be accepted. Specifications for this unit and bid requirements are available from the Town. Technical questions may be directed to Dawn Frank, GIS Analyst, at (860) 337-6169. Questions regarding the bid process or submitting your bid should be directed to Jeffrey Doolittle, Town Engineer, at (860) 644-2511 x. 245.

All information available about the equipment being proposed must accompany your bid to confirm the equipment meet(s) specifications. Award will be based upon compliance with the specifications: quality and availability of the product and services, warranty, delivery time and price. Delivery shall be firm and the Town of South Windsor reserves the right to cancel an order not delivered within the quoted time. The Town of South Windsor reserves the right to accept or reject any or all bids, decide what equipment and services meet, exceed, or are equal to specifications and to waive any technicalities.


Matthew B. Galligan
Town Manager

Invitation to Bid for One Handheld GNSS Data Collector

NOTICE TO PROSPECTIVE BIDDER

The Town of South Windsor is requesting bids for one (1) Handheld GNSS Data Collector to be purchased for Town GIS data collection operations and encompassing the specifications listed within. Bids shall be in a sealed envelope and clearly marked on the front "Handheld GNSS Data Collector". Sealed bids will be accepted at the South Windsor Town Hall, Engineering Department, 1540 Sullivan Ave, South Windsor, Connecticut, until 4:00 PM (local time), on Tuesday, June 12, 2018. No electronically transmitted proposals will be accepted. The Town of South Windsor reserves the right to accept or reject any or all proposals, decide what equipment and services meet, exceed, or are equal to the specifications and to waive any technicalities. Technical questions may be directed to Dawn Frank, GIS Analyst, at (860) 337-6169. Questions regarding the bid process or submitting your proposal should be directed to Jeffrey Doolittle, Town Engineer, at (860) 644-2511 x 245. All information available about the equipment being proposed must accompany your proposal to confirm the equipment meets specifications. Award of the Bid and purchase of the equipment will be based upon compliance with the specifications, price, quality and availability of the product and services, warranty and delivery time. Delivery shall be firm and the Town of South Windsor reserves the right to cancel an order not delivered within the quoted time.

PRICING

Equipment: The tax-free bid price must be for installation-ready equipment for the Town of South Windsor's use, including documentation, training, warranty and all applicable freight and an explanation of any additional charges.

DISCOUNTS AND TAXES

The Town of South Windsor is a local government agency and as such is eligible for state and local government discounts. The Town of South Windsor is exempt from federal excise tax and state sales tax and as such, these taxes should be excluded from the bid prices. The Town of South Windsor tax exempt certificate number is available upon request.

PRICE CONFIRMATION

The successful bidder shall warrant and guarantee that the price proposal will be firm and that there will be no escalation of cost or price at the time of delivery. All prices shall remain firm for sixty (60) days from the bid opening date to allow the review and approval by the Town.

Invitation to Bid for One Handheld GNSS Data Collector

DELIVERY

All equipment prices quoted shall include FOB delivered to the following location within 30 days of receipt of the city's purchase order, or sooner. Vendor shall include equipment availability date with bid price.

Jeffrey Doolittle, Town Engineer
Town of South Windsor – Engineering Department
1540 Sullivan Avenue
South Windsor, CT 06074
(860) 644-2511

RISK OF LOSS OR DAMAGE

During the period the equipment is in transit or in the possession of the vendor, up to the time delivery is completed, the vendor agrees to insure the equipment for all risk of loss or damage to the same. After delivery is complete, the risk of loss or damage shall pass to the Town of South Windsor.

STATEMENT OF CERTIFICATION

The vendor must submit a statement of certification, with their bid, that the equipment is new, not used, and is from the original equipment manufacturer.

DOCUMENTATION

The following documentation will be furnished at no additional cost for the equipment: User/operator manual, administrative and other related manuals. These manuals are to maximize uninterrupted operation of the equipment. Subsequent updates to documentation will be made available at no additional cost.

TRAINING AND SUPPORT

The vendor shall provide the following training and service capabilities:

The ability to provide initial training in instrument operation and installation of application of software and an annual maintenance plan that provides technical support. The bids must include a statement of training and annual technical support to be provided by the vendor.

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WARRANTY

Purchased equipment is warranted against defects in workmanship and material under normal use. The equipment must have as minimum a 12-month complete coverage warranty beginning from the date of delivery and acceptance by the Town of South Windsor. A copy of the warranty coverage must accompany each proposal and include the duration and specifics of equipment warranty coverage and the warranty provider name, address, phone number and e-mail address. In the event of a malfunction during the warranty period, the vendor must specify the procedure under which the equipment will be serviced and/or returned. This policy must be included in the response to the invitation for bids. The vendor will be expected to warrant, at a minimum, that the equipment will perform in accordance with the proposal documents it submits in response to this invitation for bids. The vendor will be promptly notified of any suspected defects in the equipment. In instances of repeated failures, the Town of South Windsor reserves the right to require replacement of equipment. Such replacement shall be at the expense of the vendor. This judgment will be made by the Town of South Windsor. If such replacement is required, the Town of South Windsor first will give written notice to the vendor outlining the problem and allowing thirty (30) days from notification to resolve the problem.

Furthermore, the vendor is not aware of any infringement or basis for an infringement for any patent, copyright, trade secret or other propriety right in the bid specification; and will indemnify and defend the Town of South Windsor in the event of any infringement suits

REQUEST FOR DEMONSTRATIONS

The Town of South Windsor reserves the right to request the vendor to Demo their GNSS Date Collector before final bid selection. Demonstrations, if requested will be schedule on or about June 14 or 15, 2018 at the delivery address above.

TERMS AND CONDITIONS

The Town of South Windsor reserves the right to require a financial statement and/or company background information from equipment manufacturers and vendors submitting bids.

ASSIGNMENT

Neither the provisions of this invitation for bids nor any of the obligations of either party shall be assigned or transferred in whole or in part to any person, firm or corporation without the prior written consent of the other party. Any such assignment or transfer shall not release either party from its obligation to the other party.

Invitation to Bid for One Handheld GNSS Data Collector

EQUIPMENT SPECIFICATIONS

GNSS Handheld Unit: 1 cm Real-Time Accuracy & Post Processing, 5 MP+ camera, 4 GB+ data storage and SD card slot, 10 hours+ battery life, 4" or larger sunlight-optimized display & touch screen, continuous network & internet access to real-time map data/web-based services
AC Power Adaptor
Antenna
Antenna cable
Battery Pack - Qty 2
Carbon Fiber Range Pole with bracket and hardware
Hand Strap Kit
Laser Rangefinder
Operating Instructions Manual
Screen Protector Kit- Qty 2
Soft Carry Pouch
Software to download information from data collector compatible with ESRI GIS Software
Stylus Kit
Transport Case
USB Data Cable
12 V Vehicle Power Adaptor

INFORMATION TO BE INCLUDED WITH GNSS DATA COLLECTOR BIDS

1. Bid Price for all equipment (may be itemized but must show total price) including freight, delivery, training and excluding taxes. Include equipment make, model and manufacturer and any equipment brochures and spec sheets
2. Guarantee that price is firm for at least 60 days from bid date
3. Equipment availability and delivery date/time after Purchase Order issued by Town
4. Certification that equipment to be supplied is new and from original equipment manufacturer
5. Documentation to be provided with GNSS data collector equipment
6. Training and technical support to be provided with equipment, included in bid price
7. Warranty coverage and duration, responsible party name, address, phone number, e-mail and Warranty service and return policy
8. Name, address phone, e-mail and contact person for Vendor supplying equipment
9. Name and Signature of authorized person certifying bid for vendor and bid date.