

June 24, 2010



DEPARTMENT OF FINANCE
PURCHASING DIVISION

INVITATION TO BID

The City of Norwalk is soliciting bids for the Supply & Installation of Mobile Radios for the Police Department. Your firm has expressed interest in providing this item. Below is an outline of some of the requirements that apply to this item.

PROJECT #	2976	Document length - 8 pages
DEADLINE	2:00 PM	July 15, 2010
PROJECT TITLE	Supply & Installation of Mobile Radios	

Candidates will be required to provide:

1. Copies of current certifications as applicable.
2. Include Original bid package and four (4) copies.

BID DOCUMENTS are available upon receipt of this invitation over the Internet at <http://www.bid.ci.norwalk.ct.us>. Adobe Acrobat reader is required to view this document. If you do not have this software you may download it for free from Adobe. A link to the Adobe site is provided on the internet bid page. The document number to request will be the same as the project number indicated above.

SPECIAL NOTES:

- A. The awarded vendor must be an authorized Motorola dealership located in the State of Connecticut.
- B. The awarded vendor will be required to provide proof of its current standing with the Connecticut Secretary of State's Office (see Section, 1.2 Bidder's Qualifications).

Businesses, without fax or Internet access equipment, may contact the Purchasing Department at 203-854-7712 for any RFP information. Our fax number is 203-854-7817.

All questions must be directed, in writing, to David Carroll, Purchasing Officer, via e-mail to dcarroll@norwalkct.org, or via fax (203) 854-7817. The deadline for submission of questions is 2:00PM, July 7, 2010.

If, after review of the RFP documents, your firm is interested in performing the services specified, provide the information requested, sign and return the complete document, along with your detailed proposal, to the City of Norwalk Purchasing Department by the due date.

Yours truly,

David Carroll,
Purchasing Officer

SECTION 1 - RESPONSE FORMS

SPECIAL NOTES ON RESPONDING:

ADDENDA information is available over the Internet at <http://www.bid.ci.norwalk.ct.us/html/add.htm> Adobe Acrobat reader is required to view this document. If you do not have this software you may download it for free from Adobe. A link to the Adobe site is provided at the bottom of the internet bid page. This service is also available via FAX. Dial 203-854-7897 from any phone to access the Purchasing Department's Express Request Line. Request document #1001. **We strongly suggest that you check for any addenda a minimum of forty eight hours in advance of the bid deadline.**

SUMMARIES will be available any time after 5:00 PM on the day of the bid opening over the Internet at <http://www.bid.ci.norwalk.ct.us/html/sum.htm> . This service is also available via FAX. Dial 203-854-7897 from any phone to access the Purchasing Department's Express Request Line. The document number to request will be the same as the project number indicated in the invitation to bid. Bid results will not be provided over the phone.

AWARD NOTIFICATION will be issued by mail.

BUSINESSES WITHOUT Fax Equipment or Internet access may contact the Purchasing Department at 203-854-7712 for this information.

BID RESPONSES Original & four (4) copies are to be delivered to:

City of Norwalk
Purchasing Department, Room 103
125 East Avenue
P.O. Box 5125
Norwalk, CT 06856-5125

See section 3 for information on delivering bids by fax.

1.1 PRICING SHEET: #2976

Vendor Name -		
Address -		
Phone -	Fax -	Email -
Manager -		Fed ID#

The undersigned hereby declares that he/she or they are thoroughly familiar with the specifications, the various sites, the City's requirements, and the objectives for each element of the project item or service and understand that in signing this proposal all right to plead any misunderstanding regarding the same is waived.

The undersigned further understands and agrees that he will furnish and provide all the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the work necessary under the aforesaid conditions, to carry out the contract and to accept in full compensation therefore the amount of the contract as agreed to by the Contractor and the City.

ITEM# 1

Qty	Description	Unit Price	Extended Price
8	Motorola XTL5000 ASTRO digital mobile radio, 800 MHZ, 35 watts, 1000 channel capable, 4 line 14 character alphanumeric display, external speaker, palm microphone, one piece mobile, project 25 conventional capable, project 25 trunking capable, encryption capable, programming, this radio configured with conventional analog operation software.	\$	\$

ITEM# 2

Qty	Description	Unit Price	Extended Price
8	Motorola CDM1250 analog mobile radio, VHF 136-174 MHZ, 45 watts, 64 channel capable, 14 character alphanumeric display, internal speaker, palm microphone, one piece mobile, programming..	\$	\$

ITEM# 3

Qty	Description	Unit Price	Extended Price
	Antennas -		
8	1.) 800 MHZ low profile 3 DB gain Phantom antenna with 17 foot cable and connector.	\$	\$
8	2.) ¼ wave VHF antenna with 17 foot cable and connector.	\$	\$

ITEM# 4

Qty	Description	Unit Price	Extended Price
8 Sets	Installation for two (2) Radios and two (2) Antennas, (Items #1, 2, &3).	\$	\$

Total Extended Pricing from Items # 1-4 listed above.	TOTAL COST
	\$

Warranty: Parts - _____ months (attach statement detailing coverage for parts; Note section 3.22).

Warranty: Labor - _____ months (attach statement detailing coverage for labor; Note section 3.22).

Delivery - _____ calendar days after receipt of order.

Submitted by -	-
Authorized Agent of Company (name and title)	Date

The above signatory acknowledges receipt of the following addenda issued during the bidding period and understands that they are a part of the bidding documents (if applicable):

Addendum #1, Dated -		Addendum #2, Dated -	
Addendum #3, Dated -		Addendum #4, Dated -	

RETURN THE ENTIRE BID PACKAGE WITH YOUR RESPONSE

BID RESPONSES Original & four (4) copies are to be delivered to:

City of Norwalk
 Purchasing Department, Room 103
 125 East Avenue
 P.O. Box 5125
 Norwalk, CT 06856-5125

1.2 BIDDER’S QUALIFICATIONS

If a qualification statement is not on file with Purchasing, or is over one year old, please answer the following questions. Attach a financial statement or other supportive documentation.

- 1. Number of years in business - _____
- 2. Number of personnel employed Part time - _____, Full - _____,
- 3. List six contracts of this type/size your firm has completed within the last three years:

Project	Date	Contact Person	Phone No.

SERVICE -

- 4. Location of service center -

- 5. Size of service center (sq. ft.) - _____
- 6. Dollar value of parts relating to this bid in inventory \$ _____
- 7. Number of full time technicians employed, qualified to handle this equipment:

- 8. STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE'S OFFICE; e.g., are all required filings current and in good standing or has the entity been withdrawn or canceled.
 - a. Will the Secretary of State be able to issue a Certificate of Good Standing within 30 days of the bid opening?

Attach any additional information that demonstrates your qualification for this work including appropriate certifications.

SECTION 2 - PROJECT SPECIFICATIONS

GENERAL

It is the intention of the City of Norwalk to purchase eight (8) sets of Motorola mobile radios and antennas for the Norwalk Police Department within the current fiscal. The radios and antennas will be installed in 2011 Ford Crown Victoria Police Interceptors.

The length of award will be one year with the opportunity for two (2), one-year extensions. The length of contract will be decided solely by the City of Norwalk.

The awarded vendor must be authorized Motorola dealer located in the State of Connecticut.

2.1 SPECIFICATIONS

1. All equipment and material supplied shall be new and of current manufacture, it shall meet or exceed the specifications described herein. Any deviations must be indicated with the bid response.
2. The vendor shall submit descriptive literature on all items being provided.
3. It shall be the responsibility of the vendor to verify the completeness of the material and component lists to meet the intent of the specifications and final operations to provide a reliable working system. Any additional equipment, wiring, or components need to accomplish this will be provided at no additional cost to the City of Norwalk.
4. The awarded firm(s) must have the ability to install the radios and antennas at various locations including:
 1. The vendors own facilities.
 2. City of Norwalk Public Works Center.
 3. The facilities of a third party.
5. All responding firms shall include a warranty statement in their proposal
6. All work shall be performed in a good workmanship manner consistent with high quality commercial practice, in accordance with all applicable laws, codes and regulations, by duly licensed personnel and when applicable, and in accordance with Motorola's "Quality Standards".

7. The current Police cruisers are equipped with Motorola radios, and to insure compatibility and reliability, the supplier must be a Motorola Authorized Service Station, Motorola Select System Dealer and an Authorized Motorola 2-Way Radio Dealer providing the specified Motorola equipment listed in this bid.

8. The awarded supplier must provide 24-hour emergency service, 7 days a week. A dispatcher shall provide emergency service call intake and dispatching.

9. The awarded supplier shall be licensed by the State of Connecticut, Department of Consumer Protection as Radio Dealer. (Provide a copy of license with proposal).

	Specification	Specification Offered
1.	Motorola XTL5000 ASTRO digital mobile radio, 800 MHZ, 35 watts, 1000 channel capable, 4 line 14 character alphanumeric display, external speaker, palm microphone, one piece mobile, project 25 conventional capable, project 25 trunking capable, encryption capable, programming, this radio configured with conventional analog operation software.	
2.	Motorola CDM1250 analog mobile radio, VHF 136-174 MHZ, 45 watts, 64 channel capable, 14 character alphanumeric display, internal speaker, palm microphone, one piece mobile, programming..	
3.	1.) 800 MHZ low profile 3 DB gain Phantom antenna with 17 foot cable and connector. 2.) ¼ wave VHF antenna with 17 foot cable and connector.	
4.	<u>Installation</u> for two (2) Radios and two (2) Antennas, (Items #1, 2, &3).	

Any deviations from the specifications must be indicated in detail below.

SECTION 3 - GENERAL INFORMATION

NOTE: SECTION 3 - GENERAL INFORMATION contains the City's Standard Terms and Conditions. You are responsible for obtaining a copy prior to bidding. If you do not have a revision dated 011205, or later on file you may obtain a copy over the Internet at <http://www.bid.ci.norwalk.ct.us/html/terms.htm> . Adobe Acrobat reader is required to view this document. If you do not have this software you may down load it for free from Adobe. A link to the Adobe site is provided. This service is also available via FAX. Dial 203-854-7897 from any phone to access the Purchasing Department's Express Request Line. Request document number 1002.