



City of Rochester Hills
Solicitation for Quotation
Four (4) HP Laptops, Mobile Printers,
and Power Inverters
SFQ-RH-12-053

The City of Rochester Hills is accepting quotations for the one-time purchase of **Four (4) HP laptops, HP printers, and power inverters to be used by the Building Department Ordinance Enforcement Division.** The City has researched the available equipment and has determined the HP Laptops and Printers provide the functionality desired for this application.

Unit prices are requested, FOB Destination City of Rochester Hills, MIS Department, 1000 Rochester Hills Drive, Rochester Hills, Michigan 48309.

If you are interested in providing a quotation, please fill in the following information and fax back no later than the due date of: **Monday, August 13, 2012 at 5:00 p.m. E.S.T.** All questions and/or quotations should be directed to the attention of: Lisa Cummins, Senior Purchasing Analyst, CPPB City of Rochester Hills, 1000 Rochester Hills Drive, Rochester Hills, MI 48307, Phone: 248/841-2537 Fax 248/608-8178

Only those persons designated above are authorized to seek additional information from prospective vendors regarding their bid proposals. Correspondence or inquiries made directly to vendors regarding their bid proposals from all other persons are to be directed to those City employees designated above for appropriate review and response. All inquiries shall be made on or before **Monday, August 6, 2012 at 12:00 noon (local time)**, in order that a written response in the form of an addendum can be processed before the bids are opened. Inquires received after that date will not be considered.

Specifications

See Quote Form for Specifications

General Requirements:

Municipalities are exempt from Michigan State Sales and Federal Excise taxes. Prices quoted shall not include Federal or State taxes. The City will furnish the successful bidder with tax exemption certificates upon request.

The City of Rochester Hills reserves the right to terminate the contract without penalty upon thirty (30) days written notice due to poor performance or for reasons deemed to be in its best interest. A designated representative of the City of Rochester Hills will be solely responsible for determining acceptable performance levels. The City of Rochester Hills reserves the right to re-award the contract to the second most qualified quote, re-quote the contract or do whatever is deemed to be in its best interest.

The City may modify the QUOTE prior to the deadline for submission of proposals by issuance of an addendum to all parties who have been furnished the Bid for proposal purposes. The City of Rochester Hills officially distributes bid documents from the Purchasing Division or through the Michigan Intergovernmental Trade Network (MITN). Copies of bid documents obtained from any other source are



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not considered official copies. Only those vendors who obtain bid documents from either the Purchasing Division or the MITN System are guaranteed access to receive addendum information, if such information is issued. The first step to do business with the City is to become a registered vendor by visiting the City website at www.rochesterhills.org, select **City Services, Department, Purchasing, Bid Opportunities, and link to MITN website**. Final bid results will be posted on the MITN website after award.

All bid prices shall remain in effect for at least ninety (90) days from the date of the bid opening or the award, whichever comes first, except for the successful proposer whose prices are to remain firm for the term of the blanket purchase order.

No Quote will be accepted from, or contract awarded to any person, firm, or corporation that is in arrears or is in default to the City of Rochester Hills upon any debt or contract, or that is in default as surety or otherwise, or failed to perform faithfully any previous contract with the City of Rochester Hills.

Award of Purchase Order:

The City reserves the right to reject any and all quotations, and to waive any defect or irregularity in quotes. The City reserves the right to accept and separate item in the quote; and to accept the quote that in the opinion of the City is to the best advantage and interest of the public we serve.

The bid will be awarded to that responsible, responsive bidder whose bid, conforming to this solicitation, will be most advantageous to the City with not only price but also availability of product, location and quality of product considered.

HOLD HARMLESS

To the fullest extent permitted by law, Vendor agrees to defend, pay in behalf of, indemnify and hold harmless the City of Rochester Hills, its elected and appointed officials, employees and volunteers and others working in behalf of the City of Rochester Hills against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the City of Rochester Hills, its elected and appointed officials, employees, volunteers or others working in behalf of the City of Rochester Hills by reason of personal injury, including bodily injury and death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the contract.



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QUOTE FORM

Item 1: Four (4) HP EliteBook 8460P Notebook PC (WX562AV)		COMPLY	
Category:	Description:	YES	NO
Operating System	Windows® 7 Professional 32 (XR936AV#ABA)		
OS Label	Genuine Windows 7 Logo (VM939AV)		
Processor	2 nd Generation Intel® Core i5-2520M Processor, 2.50 GHz (Turbo up to 3.20 GHz), 1333 MHz, 3MB L3 Cache (WX663AV)		
Processor Label	Intel Core i5 vPro Label (LB636AV)		
Chipset	Mobile Intel QM67 chipset		
Energy Star Label	Estar Label		
Intel® vPro Technology	Intel® vPro TM Technology Enabled (XY688AV)		
Display	14.0 inch diagonal LED backlit HD anti-glare (1366x768) with webcam (XU700AV)		
Integrated Camera	Integrated 720p HD Webcam (XU711AV)		
Video/Graphics	AMD Radeon™ HD 6470M (!GB gDDR3)		
Memory	4GB 1333 MHz DDR3 SDRAM (1D) (WX671AV)		
Hard Drive	128 GB Solid State Drive (SSD) (XM938AV)		
Upgrade Bay	DVD+RW SuperMulti DL Drive (WX679AV)		
Keyboard	Dual Point Keyboard		
Bluetooth	HP Integrated Module with Bluetooth® 2.1 Wireless Technology (XB088AV)		
Wireless LAN	Intel Centrino Advanced N 6205 (XX238AV)		
HP Mobile Broadband	HP un2430 EV-DO/HSPA Mobile Broadband Module (Gobi™ 3000) (XU715AV)		
Broadband Service Provider	Verizon Wireless, Motorola, Sprint, AT&T Broadbandd Access (LF240AV)		
Security	Integrated Fingerprint Reader (XU717AV)		
Modem	No Model (XU714AV)		
Adapter	90W Hardware Kit		
Battery	HP 6-Cell Wh Li-Ion XL Battery (3-year) (WX682AV)		
Warranty	HP Elite Support with limited 3 year standard parts and labor warranty 3/3/0 (XU539AV#ABA)		
OS Recovery Media	System Recovery DVD for Genuine Windows 7 Professional 32-bit (LK317AV#ABA)		
Options	HP Value Nylon Carrying Case (KB428AV)		
Slots	One (1) Express Card/54		



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	One (1) Smart Card Reader One (1) SD/MMC		
		Unit Cost	\$
		X Qty	4
		Total Cost	\$

Item 2: Four (4) HP Deskjet 3000 Printer		COMPLY	
	Description:	YES	NO
Max Print Speed	20 ppm black, 16 ppm color		
Connectivity	1 USB 2.0, 1 WiFi 802.11n		
Control Panel	4 controls (power, cancel, black, color) 2 ink indicator lights		
Paper Handling	60 sheet input tray, 25 sheet output tray		
Media Type	Paper (brochure, plain, inkjet), photo paper, envelopes, labels		
Media Sizes	Letter, Legal, 4x6 in, 5x7 in, 8x10 in, No. 10 envelopes		
		Unit Cost	
		X Qty	
		Total Cost	

Item 3: Four (4) Power Inverters		COMPLY	
	Description:	YES	NO
Plug/Connector	Automobile Cigarette Lighter		
Input Voltage	12V DC		
Output Voltage	110V AC		
Frequency	60 Hz		
Load Capacity	400Watt		
		Unit Cost	
		X Qty	
		Total Cost	

**Price quoted must include all applicable costs for delivery, packaging, etc. Additional fees will not be paid.*

Please state days to deliver after receipt of order: _____

Are there any minimum order requirements: _____

How are deliveries handled (third-party, company vehicle, etc): _____

**If quoting vendor ships using company vehicles proof of insurance may be required*



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Does your company accept MasterCard for payment? Yes/No
If yes, are there any additional fees/discounts for this
payment method? _____

Payment Method: Please select company's desired payment method:
____ Check - minimally 60 days from receipt of order
____ ACH - 45 days from receipt of invoice
____ Credit Card - 20 days from receipt of invoice

Vendor Information

It is understood that all proposed prices shall remain in effect for at least ninety (90) days from the date of the proposal opening to allow for the award and that, if chosen the successful vendor prices will remain firm through invoice.

The proposer affirms that he/she is duly authorized to execute this proposal, that this company, corporation, firm partnership or individual has not prepared this proposal in collusion with any other proposer and that the contents of this proposal as to prices, terms or conditions have not been communicated by the undersigned, nor by any employee or agent, to any competitor, and will not be, prior to the award and the proposer has full authority to execute any resulting contract awarded as a result of, or on basis of the proposal.

The submission of a proposal hereunder shall be considered evidence that the proposer is satisfied with respect to the conditions to be encountered and the character, quantity and quality of the work to be performed.

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE _____ FAX _____

AUTHORIZED REPRESENTATIVE'S NAME: _____

SIGNATURE: _____ TITLE: _____

EMAIL ADDRESS: _____

DATE: _____