

Texas _____

County, Oklahoma

COUNTY PURCHASING OFFICE

Texas _____

County Court House

PO Box 197, 319 N. Main St. #202, Guymon _____

, Oklahoma

Phone Number +1 (580) 338-3233 _____

Invitation to Bid

PLEASE REVIEW TERMS AND CONDITIONS ON REVERSE SIDE
RELATING TO SUBMISSION OF THIS BID.
Notarized Affidavit completions and signature required on reverse side.

Date Issued 2/13/2017

Page 1 of 3

BID NUMBER

9-16-17

BID CLOSING DATE AND HOUR

March 6th, 2017 @ 11:00 am

REQUIRED DELIVERY DATE

60 days

(Days after award of Purchase Order)

Date of Delivery

60 days after award

TERMS

ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
	1		Business Phone System for Courthouse See Specifications Attached We are an equal employment opportunity/affirmative action employer. The Commissioners reserve the right to reject any or all Bids and to accept the bid deemed most advantageous to the County		

TERMS and CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, Texas
County Courthouse, 319 N. Main, Suite 204, Guymon, Oklahoma, at the time and date shown on the invitation to bid form.
2. Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with bid number and closing date written on the outside of the envelope.
3. Unit prices will be guaranteed correct by the bidder.
4. Firm prices will be F.O.B. destination.
5. Purchases by Texas County, Oklahoma, are not subject to state or federal taxes.
6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.
7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn statement of non-collusion. A form is supplied below.
8. Bids will be firm until 60 days after award^(Date)

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say the he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity; quality or price in the prospective contract or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn before this _____ day

of _____, 20____ (SEAL)

Firm: _____

My commission expires _____ Signed by: _____
(Manual Signature of Undersigned)

Address: _____ Phone: _____

NOTARY PUBLIC (CLERK OR JUDGE) Zip: _____

In accordance with 62 O.S. § 310.9

NOTE: Other terms and conditions can be added at the discretion of the county officers.

SPECIFICATIONS
BID # 9 -16-17
BUSINESS PHONE SYSTEM FOR COURTHOUSE

The Texas County Commissioners invite you to bid a new phone system for the Courthouse. The recommended solution should provide a PC-based interface that will assist system monitoring, moves, adds and changes.

The criteria for award of this bid will be based on a complete analysis of each bidder's response. Specifically, each will be judged on its pricing and overall ability to meet the technical and feature requirements as outlined in this bid. Further, the bidder's proven ability to service an installation of this size and proven references of a similar installation will also be part of the evaluation process.

In conjunction with the system hardware/software specifications submitted by bidders, confirmation of the ability to provide the following services/capabilities should be included in the proposal:

- Is there a maintenance contract available? If so what is the cost of it? _____
- What is the response time for repairs? _____
- Will the system be capable of utilizing the existing infrastructure without major modifications _____
- Will the installation of new proposed system be in the least disruptive and most logical manner? Explain: _____
- Will there be training for all system users and follow-up support when needed. _____
- Provision of system and user documentation? _____
- Will there be a warranty? _____
- Is there a lease purchase available? _____

TELEPHONE FEATURES:

- IP Office Hybrid digital/VOIP system
- 25 SIP Trunk Licenses
- Precision 3420 XCTO Base (Win 7 Pro 64 bit, 4T, 3.7GHz) W/Monitor, Keyboard & Mouse
- Voicemail Pro
- Capacity for 66 Digital Extensions (with Hardware Provided)
- 56 Digital Phones (9508 W/ LCD Screen and 24 programmable buttons)
- 4 24V PoE Injector
- 4 Voice Networking Licenses (Network with existing IP Office located at Sheriff Department:
- 2 VPN Routers (ERLITE-3)

TELEPHONES:

- What model of phone being quoted? _____

VOICE MESSAGING SYSTEM:

- How many mailboxes will there be? _____
- The voice mail system should provide security code access to individual mailboxes
- Activate a message waiting indicator when a new message is received.

VENDORS MUST COMPLY WITH ALL ASPECTS OF THE ORIGINAL INVITATION TO BID FORM

If you have any questions please contact Wendy Johnson, County Clerk, (580) 338-3233 or **Ted Keeling**, Commissioner District #1, (580) 652-2117.