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Charlie Crist
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Attorney General

Alex Sink
Chief Financial Officer

Charles H. Bronson
Commissioner of Agriculture

November 13, 2009

Addendum #2
ITB #008-10
MDT Printer Cartridges

Dear Sir or Madam,

The subject Invitation to Bid is amended as follows:

Remove: Pages 12, 15 and 16 of 30 (11/02/09)
Insert: Pages 12, 15 and 16 of 30 (REVISED AS OF 11/13/2009)

This addendum changes the quantities of the cartridges requested and the term of the contract.

Also, attached are the questions submitted by the bidders and the Department's answers to the questions.

Failure to return this addendum signed with your bid response will cause your bid to be considered non-responsive.

Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Any notice of protest or protest to this solicitation which was filed prior to this notice is null and void.

Sincerely,


Kevin Bailey, Chief
Bureau of Purchasing and Contracts

Cc: Major Steve Williams, Florida Highway Patrol

Complete and Sign below:

Authorized Signature: _____

Printed Name, Title: _____

Firm: _____

Date: _____

Failure to return this addendum signed with your bid response will cause your bid to be considered non-responsive.

Questions submitted by Manasi Pawar of Euclid Infotech

Question #1. List of Items, Schedule of Requirements, Scope of Work, Terms of Reference, Bill of Materials required.

Answer to #1: Schedule of Requirements is found in Section 3.1. Scope of Work is not a requirement of this bid. Terms of Reference is found in Section 1.2, and Bill of Materials is found in sections 3.1 and 3.2.

Question #2. Soft Copy of the Tender Document through email.

Answer to #2: A copy of the bid can be located on the Vendor Bid System at http://vbs.dms.state.fl.us/vbs/ad.view_ad?advertisement_key_num=83189

Question #3. Names of countries that will be eligible to participate in this tender.

Answer to #3: This bid is not restricted to specific countries, however all bidders must be registered with the Florida Department of State.

Question #4. Information about the Tendering Procedure and Guidelines.

Answer to #4: See 287.057 Florida Statutes.

Question #5. Estimated Budget for this Purchase.

Answer to #5: There is no estimated budget for this purchase.

Question #6. Any Extension of Bidding Deadline?

Answer to #6: No, the deadline will not be extended.

Question #7. Any Addendum or Pre Bid meeting Minutes?

Answer to #7: Addendum #1 was posted on the Vendor Bid System at the following location:

http://vbs.dms.state.fl.us/vbs/boiler_plate.pdf_list?advertisement_key_num=83189&pui_code_str=7600&dept_ad_num_str=ITB00810

Question submitted by Marcanthony Tulloch of Bid Consultants Inc.

Question #8. Who is your current supplier?

Answer to #8: M&B Supplies Inc.

Question #9. Can I please have a copy of the previous contracts bid tabulation?

Answer to #9: The previous contracts bid tabulation was posted on the Vendor Bid System at the following location:

http://vbs.dms.state.fl.us/vbs/boiler_plate.pdf_list?advertisement_key_num=75782&pui_code_str=7600&dept_ad_num_str=ITB01309

Question submitted by Deborah Salamone Carter of Computing Designs Inc.

Question #10. What printer make/ model are these used on?

Answer to #10: Hewlett Packard Officejet H470wbt Mobile Printer.

Question #11. What color or colors do you need?

Answer to #11: See Section 3.1 Qualified Products List.

Question #12. How many of each color?

Answer to #12: See Section 3.2 Estimated Quantities.

Question #13. Do you have an old box of cartridges which will have the cartridge model numbers or item numbers on them?

Answer to #13: See Section 3.1 Qualified Products List.

Question #14. How soon do you need these?

Answer to #14: See Section 3.2 Contract Term.

Question #15. Any other specific information would be appreciated.

Answer to #15: All further information is found in Bid ITB 008-10.

Question submitted by Matt Beard of Coleman Technologies Inc.

Question #16. Is there an HP Big Deal Pricing in place for the RFP?

Answer to #16: No the Department has not requested big Deal pricing from Hewlett Packard.

Question submitted by Tim McNabb CMC Data.

Question #17. Have you all been in contact with HP directly to arrange any type of Deal for them to hold pricing for a year?

Answer to #17: See the answer to Question 16.

Questions submitted by Ted Hartsock of U S Ink and Toner.

Question #18: Page 12, Section 2.3 Proposal (Bid) Bond Regarding return of successful proposer's bond, does the phrase "...after the bid award has completed posting...." mean 72 hours after December 9, 2009 -Posting of Intent to Reward date? If not, what time period is intended?

Answer to #18 : The Proposal Bond will be returned upon the completion of the bid posting which will be on December 15, 2009.

Question #19 Will the State allow a Letter of Credit from a federally chartered financial institution as an alternative to the cashier's check or Certificate of Deposit provided the Letter of Credit is payable to the Department of Highway Safety and Motor Vehicles without recourse or reserve?

Answer to # 19: No.

Question #20 Can/will this contract be renewed? If so, how many renewal periods are anticipated and what length? If contract is renewed, is there a provision for price increases based on manufacturer's price increase?

Answer to #20: No, the contract will not be renewed.

Questions from Jesse Xa, New Century Technologies Inc Db a Aloha Toner.

Question # 21 I read through the solicitation, but I am not quite sure that understand the 2.3 Proposal (BID) BOND. What is the purpose of it?

Answer to #21: The purpose of the Proposal Bond is twofold, to ensure that all bidders submitting proposals are serious and to cover the procurement cost to the Department if the awarded vendor defaults in the contract.

Questions submitted by Bob Bloom of Ink & Toner USA LLC.

Question # 22 In Solicitation Number: ITB 008-10, Section 1.1 PURPOSE states: The purpose of this Invitation to Bid is to obtain prices for the purchase of Hewlett Packard printer cartridges both black (HP95) and color (HP96) to be used by the Florida Highway Patrol in the Mobile Data Terminal Printers. The HP 95 is a color cartridge and the 96 is black.

However, in Section 3.1 REQUIREMENTS, different cartridges are included – the 94 and 95.

Answer to #22: This statement was corrected in Addendum1:

http://vbs.dms.state.fl.us/vbs/boiler_plate.pdf_list?advertisement_key_num=83189&pui_code_str=7600&dept_ad_num_str=ITB00810

3.0 SPECIFICATIONS**3.1 REQUIREMENTS:**

The printer cartridges bid and delivered must be new Hewlett Packard ink jet cartridges. No substitutions, refurbished or greymarket cartridges will be accepted. Perspective contractor must bid the entire amount and bid on both the color and black cartridges. Perspective contractor agrees to ship the quantities requested to the various locations listed in Attachment VI, Shipping Locations at no additional cost to the Department.

Qualified Products List:

HP 94 Black (Part Number C8765WN Single Pack and C9350FN Dual Pack).
HP 95 Color (Part Number C8766WN Single Pack and C886FN Dual Pack).

3.2 ESTIMATED QUANTITIES:

The quantities are estimated. The estimated quantities requested are based upon historical usage and the Department believes that this is a good indicator of future use. Perspective contractor's price must be upheld regardless of the actual number of cartridges ordered. Quantities listed are for single cartridges, for dual cartridges the quantity is divided in half.

<u>Product Type</u>	<u>Quantity</u>
HP 94 Black	17,100
HP 95 Color	5,700

Contract Term: January 1, 2010 – June 30, 2010

3.3 ORDER/DELIVERY:

Orders will be made by each of the ten (10) offices listed in Attachment VI, Shipping Locations. Order will be made in one or more blocks of 50+ cartridges. Delivery will be to the individual office that places the order. Shipping costs must be included in the bid price. Please refer to Attachment VI, Shipping Locations.

2.0 SPECIAL CONDITIONS

2.1 CALENDAR OF EVENTS: The following time schedule will be strictly adhered to in all actions relative to this solicitation, unless modified by the Department by addendum to this solicitation.

November 2, 2009	Solicitation issued.
November 10, 2009	All questions and/or proposed changes to the solicitation must be submitted in writing to the Procurement Officer by 5:00 PM Eastern Time (may be submitted earlier.) Please see Section 1.26.
November 13, 2009	Responses to written inquires and proposed changes will be posted on the Florida Vendor Bid System at; http://vbs.dms.state.fl.us/vbs/search.criteria_form . No later than 5:00 PM ET .
December 8, 2009	Proposals due. Public bid opening at 2:30 PM ET at the location specified in Section 2.11. Proposal Bond due.
December 9, 2009	Posting of Intent to Award. No later than 5:00 PM ET .
December 15, 2009	Bid Awarded
January 1, 2010	Contract begins.

2.2 TERM OF CONTRACT: Refer to attached Form PUR 1000, Paragraph 27. The contract shall be in effect upon issuance of a direct order or a contract signed by both parties. Term shall be as specified on the Direct Order issued pursuant to this contract, contingent upon satisfactory service, unless terminated earlier by the Department under the terms provided herein, subject to an annual appropriation by the State Legislature. If at any time the contract is canceled, terminated, or expires, and a contract is subsequently executed with a firm other than contractor, contractor has the affirmative obligation to assist in the smooth transition of contract services to the subsequent contractor. In the event this solicitation includes renewals, the requirements of Section 287.057, Florida Statutes, shall apply.

TERM OF CONTRACT: JANUARY 1, 2010 – JUNE 30, 2010

2.3 PROPOSAL (BID) BOND: Each respondent shall submit with his written offer a proposal bond in the form of a cashier's check or surety bond, payable to the State of Florida in the amount of five percent (5%) of the total cost for the project. A Certificate of Deposit from a federally chartered financial institution may be submitted for the proposal bond as an alternative to a bond or cashier's check provided that the Certificate of Deposit is payable to the Department of Highway Safety and Motor Vehicles without recourse or reserve. The proposal bond will be returned to the successful proposer after the bid award has completed posting and to unsuccessful proposers after the award. The State will not consider alternative proposal and/or performance securities.

FAILURE TO SUBMIT A PROPOSAL (BID) BOND WILL CAUSE YOUR BID TO BE NON-RESPONSIVE.

2.4 PERFORMANCE BOND: Not required

2.5 DAMAGES BOND: Not required

2.6 LIQUIDATED DAMAGES: Not required

4.0 PRICE PROPOSAL FORM

Perspective contractor must bid on both black and color cartridges in order to be considered responsive.

HP 94 (black) Unit Price \$_____ X Quantity : 17,100 = \$_____ **(A)**

HP 95 (color) Unit Price \$_____ X Quantity : 5,700 = \$_____ **(B)**

Grand Total **A + B = \$_____ (C)**

Bid award will go to the perspective contractor submitting the lowest Grand Total. **(C)**

Note: If you are bidding dual cartridge packs, please price them as single cartridges.

Quantities are estimated and used for evaluation purposes only.

FAILURE TO SUBMIT A PROPOSAL (BID) BOND WILL CAUSE YOUR BID TO BE NON-RESPONSIVE.

Complete and Sign below. Unsigned offers will not be considered.

As the person authorized to sign this statement, I certify that this firm complies with all requirements of ITB 008-10.

RESPONDENT: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP _____

AUTHORIZED SIGNATURE: _____

TITLE: _____ PHONE: _____

Please complete legibly.