



April 28, 2009

Addendum #2
ITB No. 020-09 Rebid
Canon CanoScan LiDE 700F Color Image Scanner

Dear Sir or Madam,

REMOVE PAGES: 15, 24, 26, and 27 (04/24/09)

ADD PAGES: 15, 24, 26 and 27 (04/28/09)

Please add the new pages to your copy of the Invitation to Bid, and remove the earlier version of the same pages issued prior to this Addendum # 2 as of April 28, 2009.

This addendum serves as notice to the addition of warranty language in Section 2.1, Purpose and Section 4.0, Technical Requirements. The warranty to be included with scanner must be the One-Year Limited Warranty as provided by Canon for the Canon CanoScan LiDE 700F Color Image Scanner.

In response to questions received, the subject Invitation to Bid is amended as follows:

Questions submitted by Lyme Computer Systems:

- 1.) In the document it is stated a provision for trade-in's, is this something on the table for this opportunity?

Answer to Question #1: No, there will be no equipment traded-in on this solicitation.

- 2.) Will the State of Florida allow invoicing to be done for the entire ordered quantity on a single invoice, or will it require individual invoices for each shipment location?

Answer to Question #2: One or two invoices will be required; Section 3.7, Invoices has been amended. Vendor will submit either one invoice for the entire order or vendor will submit two invoices. The two invoices may be issued at intervals during the 30 day delivery period. All invoices must be received by June 19, 2009.

- 3.) May a cashier's check in the amount of 5% of the total proposed price be acceptable for the requirement of a proposal bond?

Answer to Question #3: Yes, the proposal bond must be equal to 5% of the vendor's total proposed price. The proposal bond will be either a cashier's check or surety bond payable to the State of Florida or a Certificate of Deposit from a federally chartered financial institution payable to the Department of Highway Safety and Motor Vehicles.

- 4.) Is a performance bond required?

Answer to Question #4: No, there is no requirement for a performance bond.

Questions submitted by B & H Photo Video Inc.

5.) Is the performance bond mandatory and what is the amount?

Answer to Question #5: Please see answer to question #4.

Questions submitted by Erie Computer Company

6.) Does this bid require all items to be delivered in one shipment by June 12th, or is there more than one shipment?

Answer to Question #6: Delivery will be one hundred seventy-six (176) separate locations. Please refer to Attachment IV, Delivery Locations and Section 2.23, Delivery.

7.) Is there a loading dock / 18 wheeler access where it is going to be shipped?

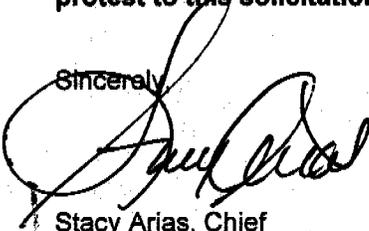
Answer to Question #7: The largest shipment will be of 666 scanners to the Department's Headquarters at 2900 Apalachee Parkway, Tallahassee, Florida 32399. This location does have both a loading dock and can accept shipments from tractor trailers. Vendor must call Contract Manager 48 hours in advance, refer to Section 2.23, Delivery.

NOTE: Addendum # 2 must be signed and returned with your proposal. Failure to do so will cause your proposal to be deemed non-responsive.

All other dates and terms and conditions remain the same in this Invitation to Bid.

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,



Stacy Arias, Chief
Bureau of Purchasing and Contracts

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.

2.0 PURPOSE AND GENERAL INFORMATION

2.1 PURPOSE: The Department of Highway Safety and Motor Vehicles, hereinafter called the Department or the Customer, requests written offers from qualified firms for the purchase of one thousand five hundred and twenty-five (1,525) Canon CanoScan LiDE 700F color image scanners. All materials must be new, original manufactured products and include the manufacturer's one-year Limited Warranty on each scanner.

Under the rules of the Federal REAL ID Act, States are required to scan and electronically store all documents presented for proof of identity. These include birth certificates, passports, social security cards, out-of-state licenses and IDs and other legal presence documents from Homeland Security. The Department needs a device that can adequately handle the increased scan volume. The device must be fast, reliable and compatible with the L1 Identity Solutions capture application. This particular Canon model is compatible with Departmental issuance systems and L1's capture application. The flatbed feature is essential, as it provides for the scanning of irregular shaped documents that are not comparable with a feed tray. The speed of the Canon CanoScan LiDE 700F Color Image Scanner is best suited given its ability to adequately handle the high volume of scanning within a driver license issuance office. For its type, this unit has a quick warm up time and one of the fastest per page scan rates.

This solicitation includes delivery to one hundred seventy-six (176) separate locations, specified in *Attachment IV, Delivery Locations*. (Please refer to section 2.23, Delivery).

Note: All products must be delivered by June 12, 2009.

No substitutions will be accepted.

2.2 GLOSSARY: See attached PUR 1000, Paragraph 1, and PUR 1001, Paragraph 1 for further definitions.

Contractor: The proposer who is awarded a contract by the Department as a result of this solicitation.

Day: A Calendar day.

DDL: Division of Driver Licenses

Department: Department of Highway Safety and Motor Vehicles

Direct Order: A Direct Order is a purchase order issued via the eProcurement system. See attached PUR Form 1000, paragraph 2.

Equipment Failure: A malfunction in equipment maintained by the contractor that delays or prevents the State's productive use of said equipment for the purpose for which said equipment was installed.

ITB: Invitation to Bid

Machine(s): Equipment, components and/or their features, model conversions, equipment elements and accessories submitted by the contractor in response to this solicitation.

Number of Verbs or Nouns: Throughout this solicitation, the singular may be read as the plural and the plural as the singular.

Packing: Tangible product shall be securely and properly packed for shipment, storage, and stocking in appropriate, clearly labeled, shipping containers and according to accepted commercial practice, without extra charge for packing materials, cases or other types of containers. All containers and packing shall become and remain Department property.

Proposer: Any firm or person who submits a proposal to the Department in response to this solicitation.

Proposal: All information and materials submitted by a proposer in response to this solicitation.

State: State shall be synonymous with the Department of Highway Safety and Motor Vehicles.

3.5 INDEPENDENT CAPACITY OF CONTRACTOR: The parties hereto agree that the proposer, its officers, agents and employees, in the performance of this Contract, shall act in the capacity of an independent contractor and not as an officer, employee or agent of the State. Proposer agrees to take such steps as may be necessary to ensure that each sub-contractor of proposer will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venturer, or partner of State. All persons furnished, used, retained, or hired or on behalf of proposer or such sub-contractor, and proposer shall be responsible for payment of any and all unemployment, social security, and other payroll taxes for such persons, including any related assessments or contributions required by law.

3.6 TECHNICAL DOCUMENTATION: All products bid must meet or exceed all conditions and specifications of the solicitation. When technical documentation is required by this solicitation, its purpose is to demonstrate compliance of the product bid with applicable technical requirements of the solicitation and to allow a technical evaluation of the product. Failure to provide the required technical documentation with the bid submittal shall make the proposal non-responsive, unless the Bureau of Purchasing and Contracts, in its sole discretion and in the best interest of the State, determines the acceptability of the products offered through technical documentation available within the Department of Highway Safety and Motor Vehicles, as of the date and time of the bid opening.

Such authority of the Bureau of Purchasing and Contracts shall in no way relieve the proposer from the ultimate responsibility to submit the required technical documentation, nor shall any proposer assume that such documentation is otherwise available to the Bureau. The State shall not be responsible for the accuracy of the technical documentation in its possession.

3.7 INVOICES: All invoices will be submitted in accordance with the attached Form PUR 1000, Paragraph 15. Invoices for commodities will reference a valid direct order number and be submitted to:

Florida Department of Highway Safety and Motor Vehicles
Bureau of Accounting, Accounts Payable Section
Neil Kirkman Building
Room A414, MS-22
2900 Apalachee Parkway
Tallahassee, Florida 32399-0514

Invoices must be received by June 19, 2009. Vendor will submit either one invoice for the total order, or a maximum of two invoices issued at intervals during the 30 day delivery period.

3.8 BID OPENING: Bids will be opened in Room B409, Neil Kirkman Building, at the date and time shown in the Calendar of Events (Section 3.1 of the solicitation). Bids submitted after 2:30 PM will not be considered.

3.9 VALUE ANALYSIS AND CHANGES TO SPECIFICATIONS: The agency is always interested in reducing product/service costs while preserving or improving the usefulness of the product/service for its intended purpose. Proposers are encouraged but not required to perform a process of value analysis of the item(s) of bid, in cooperation with agency representatives, and offer suggestions for changes to product/service specifications or contract terms and conditions. In analyzing an item or service, the following steps are suggested: List the materials and processes involved in manufacture, packaging and delivery.

For each material or process, consider (a) does its use contribute to value? (b) Is its cost proportionate to its usefulness? (c) Does it need all its features? (d) Is a lower cost alternative of adequate quality available?

Proposers are encouraged to present their suggestions for changes to the solicitation as early as possible before the bid submittal date, so that suggestions may be fully considered and, if appropriate, addenda modifying the solicitation may be timely issued to all prospective proposers. Suggested change(s) to specifications, terms or conditions should be clearly stated, along with an assessment of the impact of the change(s) on the usefulness of the product/services, production or delivery cost(s), use costs and appropriateness of the terms and conditions in protecting the rights of the parties. Include pros and cons.

The agency reserves the right to reject any and all suggested changes without explanation, and/or to accept any suggested change(s) which meet(s) the agency's needs at an anticipated lower cost of production, delivery or use than the original specifications, terms and conditions.

4.0 TECHNICAL REQUIREMENTS

The Department of Highway Safety and Motor Vehicles will purchase one thousand five hundred and twenty-five (1,525) Canon CanoScan LiDE 700F Color Image Scanners. All materials must be new, original manufactured products.

Note: No substitutions will be accepted.

The Canon manufacturer's item code for the CanoScan LiDE 700F Color Image Scanner is 3297B002.

Each Canon CanoScan LiDE 700F Color Image Scanner must contain all original parts from Canon to include the following:

- USB Cable
- Document Kit with:
 - Film Adapter Unit
 - Film Guide (for 35mm film strip)
 - Setup Software & User's Guide CD-ROM
- Canon USA Inc., One-Year Limited Warranty as provided by the manufacturer, Canon

5.0 PRICE PROPOSAL FORM

No substitutions will be accepted.

<p>Canon CanoScan LiDE 700F Color Image Scanner (Including Canon USA Inc., One-Year Limited Warranty and Shipping per Attachment IV)</p> <p style="text-align: right;">\$ _____ Unit Price</p>

Unit Price X 1,525 (quantity) = \$ _____ Grand Total

Award will be made to proposer with lowest Grand Total Price.

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 020-09 Rebid.

RESPONDENT: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP _____
AUTHORIZED SIGNATURE: _____
TITLE: _____