

GENERAL TERMS AND CONDITIONS
PLEASE READ AND SIGN

REFERENCE: *LARGE FORMAT IMAGING SYSTEM*

- 1) Sealed bids will be received at the Main Office of the Water Works and Sewer Board located at 931 Noble Street, Anniston, Alabama 36202-2268 until Thursday, OCTOBER 10, 2013 at 10:00 am and then at said place publicly opened and read aloud.
- 2) Each bid must be submitted in a sealed envelope addressed to the Water Works and Sewer Board of the City of Anniston, 931 Noble Street, P.O. Box 2268, Anniston, Alabama 36202-2268. The envelope shall be marked "SEALED BID, LARGE FORMAT IMAGING SYSTEM, ATTENTION: PHILLIP T. BURGETT, TO BE OPENED 10:00 AM, THURSDAY, OCTOBER 10, 2013". Anyone who has questions regarding this solicitation should contact Phillip T. Burgett of the Board Engineering Department at (256) 241-5002.
- 3) The attached specifications are being provided to potential bidders as guidelines which describe the type and quality of equipment, supply, and/or service the Water Works and Sewer Board is seeking to purchase. The bidder must indicate compliance in the spaces provided or list exceptions to each specification item for consideration. Failure to comply with this provision could be cause for rejection of the bid.
- 4) Whenever the words equal, equivalent or alternate appear in the specifications, they shall be interpreted to mean an item or material or equipment similar to that named, and which is suited to the same use as that named and which is approved by the Board Engineering Department.
- 5) It will be assumed that all bids are based upon the specifications unless the bidder stipulates to the contrary. Exceptions from the specifications may be considered if they do not alter the performance for the intended purpose.
- 6) If it becomes necessary to revise any part of this bid, a written addendum will be provided on the Board website at awwsb.org. The Water Works and Sewer Board of the City of Anniston is not bound by any oral representations, clarifications, or clarification made in the written specifications by Board employees unless such clarification or change is provided to bidders at awwsb.org.
- 7) The bidder shall guarantee the units submitted for their bid shall be new and of the latest and most improved model of the current production, and shall be of first quality as to workmanship and materials used in said units. All modifications shall be made at the factory. Equipment shall not have been operated for any purpose other than routine operational testing. Demonstrators will not be accepted.

- 8) All bids shall be typewritten or in ink on the form(s) prepared by the Board. Bids prepared in pencil will not be accepted. All proposals must be signed by officials of the corporation or company duly authorized to sign bids.
- 9) All corrections or erasures shall be initialed and dated by the person authorized to sign bids.
- 10) Prices quoted shall be delivered prices, exclusive of all federal or state excise, sales, and manufacturer's taxes. The Board will assume no transportation or handling charges other than specified in this bid. The Board is tax exempt by law - Article 9 of Code of Alabama (1975) - Title 11-50-322.
- 11) Prices quoted to the Water Works and Sewer Board shall remain firm for a minimum of 60 days from the date of opening of the bid.
- 12) The delivery schedule shall be entered in the appropriate space on the proposal form. If all items cannot be delivered on the same schedule, please note variances.
- 13) The bidder shall assume ultimate responsibility for guaranty of all components of the equipment. All items furnished in accordance with these specifications shall be covered by the manufacturer's and/or supplier's standard warranty or guarantee on new equipment. The minimum warranty period on new equipment must be one year unless otherwise stated.
- 14) The Board reserves the right to request a demonstration of any and all items bid before making the award.
- 15) The Board reserves the right to accept or reject any or all items covered in the request, or any portion(s) thereof, waive formalities or informalities, re-advertise and/or take such other steps decreed necessary and in the best interest of the Board. The Board further reserves the right to reject any and all bids, and to waive any informality in any bid.
- 16) All bids will be awarded to the lowest responsive and responsible bidder. This determination may involve all or some of the following factors: price, conformity to specifications, terms of payment, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, compatibility as required, other costs, and other objective and accountable factors which are reasonable.
- 17) All items bid will be inspected by a representative of the Water Works and Sewer Board upon delivery to ascertain compliance with the specifications. Items not in compliance with the specifications shall be rejected until proper remedial measures are taken to assure compliance. Payment to the successful bidder will be made in accordance with standard payment procedures of the Board.
- 18) Any provisions made in the Invitation for Bids supersedes any provisions outlined here in the General Terms and Conditions
- 19) A bid bond or cashier check in the amount of 5% of bid amount shall be submitted with your proposal.

20) Bidders may be disqualified and rejection of proposals may be recommended for any of (but not limited to) the following causes:

- Failure to use the bid forms furnished by the Board
- Lack of signature by an authorized representative on the bid form
- Failure to properly complete the bid form and vendor compliance
- Unauthorized alteration of the bid form

21) Bidders will submit two (2) names, addresses, telephone numbers of current users of the equipment proposed in the bid

_____	_____
_____	_____
_____	_____
_____	_____

I HEREBY CERTIFY THAT I HAVE READ AND UNDERSTAND THESE INSTRUCTIONS

SIGNATURE OF BIDDER

NAME OF BIDDER (typed or printed)

PROPOSAL FORM

REFERENCE: *LARGE FORMAT IMAGING SYSTEM*

THE WATER WORKS AND SEWER BOARD OF THE CITY OF ANNISTON
931 NOBLE STREET
P.O. BOX 2268
ANNISTON, AL 36202-2268

OPENING DATE: OCTOBER 10, 2013, AT 10:00AM

I HEREBY SUBMIT THE FOLLOWING FOR CONSIDERATION IN ACCORDANCE WITH ALL TERMS AND SPECIFICATIONS OF THE ABOVE REFERENCED INVITATION FOR BID:

MAKE: _____

MODEL: _____

DELIVERY SCHEDULE: _____

TOTAL DELIVERED PRICE : _____
LESS TRADE-IN (XEROX XES 3040) : _____
NET DELIVERED PRICE : _____

DELIVERY SCHEDULE SHALL BE NUMBER OF DAYS FROM DATE OF ORDER

THIS BID MUST BE RETURNED ALONG WITH SETS OF DESCRIPTIVE LITERATURE WITH MANUFACTURER'S SPECIFICATIONS

SUBMITTED BY: _____

NAME : _____

TITLE : _____

CORPORATION : _____

ADDRESS : _____

TELEPHONE NUMBER : _____

DATE : _____

SIGNATURE : _____

WATER WORKS AND SEWER BOARD OF THE CITY OF ANNISTON

SPECIFICATIONS
LARGE FORMAT IMAGING SYSTEM

The following specifications are being provided to potential bidders as guidelines that describes the type and quality of equipment/material that the Water Works and Sewer Board is seeking to purchase. The bidder must indicate compliance, or list exceptions to each specification item for consideration and/or acceptance. Failure to comply with this provision could be cause for rejection of the bid. However, deviation from a specification does not preclude equipment from being considered for purchase.

VENDOR COMPLIANCE

1 GENERAL

1.1 It is the intent of these specifications to describe the minimum requirement for a large format imaging system that:

1.1.1 Is designed for AEC, CAD, and GIS use

1.1.2 Handles nominal media widths of 36 inches for:

1.1.2.1 Color scanning to print

1.1.2.2 Color scanning to file

1.1.2.3 Direct color printing

1.1.2.4 Color copying

1.1.3 Has one-piece structure occupying less than 13 square feet floor space

1.2 All equipment and components shall be bid new, unused, and the machine shall be serviced and ready for operation upon delivery

1.3 A demonstration may be required prior to award. Vendors shall have two weeks to provide this demonstration after being contacted. Demonstration will only be accepted if the equipment demonstrated matches the equipment bid

1.4 The dealer and manufacturer shall provide a minimum of one (1) year warranty parts and labor included on all equipment. All warranty coverage shall be F.O.B. destination _____

1.5 Vendor has been engaged in the manufacture of this type equipment of a period of not less than five (5) years _____

1.6 Descriptive literature and specifications of the equipment must be attached to the bid _____

1.7 Owner's manual shall be provided with the equipment _____

1.8 State nearest factory parts and service location and phone number: _____

2 SCANNING _____

2.1 Scanner shall be single sheet feed, front loading with automatic media size detection

2.2 Scan Speed

2.2.1 Color

2.2.1.1 1.5 inches/second minimum _____

2.2.2 Monochrome

2.2.2.1 5 inches/second minimum _____

2.3 Scan Resolution

2.3.1 600 X 600 dpi optical resolution
minimum

2.4 Dimension Capacities

2.4.1 Maximum Image Width

2.4.1.1 36 inches or greater

2.4.2 Maximum Original Width

2.4.2.1 38 inches or greater

2.4.3 Maximum Original Length

2.4.3.1 96 inches or greater

2.4.4 Maximum Original Thickness

2.4.4.1 0.03 inches or greater

2.5 Scan File Formats

2.5.1 PDF

2.5.2 TIFF

2.5.3 JPEG

2.5.4 DWF

2.6 Scan Destination Capability

2.6.1 Local USB flash

2.6.2 Internal hard drive

2.6.3 Network

3 PRINTING

3.1 Shall be inkjet

3.2 Print Resolution

3.2.1 2400 X 1200 dpi or greater

3.2.2 0.06mm fine line capability

3.3 Paper Media

3.3.1 Roll Feed

3.3.1.1 Capacity

3.3.1.1.1 2 rolls minimum

3.3.1.1.2 150 feet per roll
minimum (0.0036
inch weight)

3.3.2 Automatic dual blade cutter

3.3.3 Output Media Bin Capacity

3.3.3.1 20 Sheets

3.4 Print Dimensions

3.4.1 Widths

3.4.1.1 11 inches or less to 36 inches or greater

3.4.2 Length

3.4.2.1 20 feet or greater

3.5 Print Media Thickness Capability

3.5.1 0.0036 inches or less to 0.0058 inches or greater

3.6 Print Languages

3.6.1 Adobe Postscript

3.6.2 Adobe PDF

3.6.3 TIFF

3.6.4 JPEG

3.6.5 HP-GL/2

3.6.6 HP-RTL

3.6.7 CALS G4

3.6.8 HP PCL 3 GUI

3.6.9 GARO

3.7 Print Speed

3.7.1 60 D size prints/hour

4 COPYING

4.1 Scale

4.1.1 Custom 10% or less to 1000% or greater

4.2 Similar specification as for PRINTING in Section 3

5 USER CONTROL PANEL AND HARDWARE

5.1 Control Panel

5.1.1 Control panel shall have touchscreen controls allowing user to view, scale, organize, recall, scan, copy, and print jobs

5.2 Operating System Compatibility/Drivers

5.2.1 Windows (XP/7 32 & 64 bit)

5.2.2 Optimized for CAD programs

5.3 Standard Interface

5.3.1 USB 2.0 high speed

5.3.2 10/100/1000 Base-T/TX

5.4 Network Protocol

5.4.1 TCP/IP

5.5 Memory

5.5.1 32 GB minimum

5.6 Hard Drive

5.6.1 250 GB minimum

6 POWER

6.1 Source

6.1.1 120VAC, 60HZ, less than 20A

6.2 Consumption

6.2.1 300W maximum, 7W maximum
standby

7 OTHER ITEMS INCLUDED

7.1 The following items *should* be included in
the bid price

7.1.1 Delivery and setup of assembled unit
to the Anniston Water Works office
at 931 Noble Street, Suite 200,
Anniston, AL 36201

7.1.2 Four hours of on-site technical
assistance

7.1.3 Operation and maintenance manual

8 TRADE-IN

8.1 The bidder may provide a deduct in bid price for the following unit:

8.1.1 One (1) Model XES 3040 XEROX large format copier

8.2 If Trade-In value on the Proposal Form is left blank or has zero entered, it will be assumed that the bidder has no interest in trade-in item and the item will remain Board's property

8.3 The bid, if awarded, will based on the Net Price which is equal to the Total Delivery Price of the new large format imaging system minus the Trade-In
