

CITY OF SAN LEANDRO

INVITATION FOR BID

SUBMIT BID TO: City of San Leandro Purchasing Department 835 East 14th Street San Leandro, CA 94577	FOR FURTHER INFORMATION CALL: Don Brockman Purchasing Agent (510) 577-3472 fax (510) 577-3312 dbrockman@ci.san-leandro.ca.us
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BID NO: 11-12.014	DATE MAILED: February 14, 2012	THIS BID MUST BE DELIVERED TO THE CITY BEFORE: 3:00 P.M. Thursday, February 23, 2012
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DESCRIPTION

PANASONIC TOUGHBOOK LAPTOP COMPUTERS
AND ACCESSORIES

Bid No. 11-12.014

Notice to Bidders

The City of San Leandro has standardized on the Panasonic Toughbook and accessories for use in our Police Vehicles. This Invitation for Bids is to provide **new, current model COMPUTERS, ACCESSORIES AND WARRANTIES** per the attached specifications and quantities listed on the attached bid sheet(s).

Bidder must be a "Panasonic Toughbook Partner" to submit a bid.

All bidders must submit with their proposal sufficient literature to show compliance with specifications. Any deviations from specifications must be clearly indicated in writing at the time the proposal is submitted. The City reserves the right to waive minor variations in specifications bid.

Include sales tax in your bid as a separate line item per the attached bid sheet(s).

State your earliest delivery date as requested. This date may be an important factor in award determination.

Bidders shall return all three pages, pages 2 and 3 completed and signed, in their bid packet along with any required addendum pages if such are issued later in the bidding process. See the third paragraph concerning addendums on page 2.

Sealed bids shall be received at the Purchasing Office, 2nd Floor, City Hall, 835 E. 14th St., San Leandro, CA up to 3:00 P.M., Thursday, February 23rd, 2012 at which time they will be publicly opened and read.

Questions relating to this bid must be submitted in writing via email to:
dbrockman@sanleandro.org prior to February 21, 2012.

Any bid may be withdrawn at any time prior to the time fixed for the opening of bids only by written request for the withdrawal of the bid filed with the City. The request shall be executed by the bidder or bidder's duly authorized representative. The withdrawal of a bid does not prejudice the right of the bidder to file a new bid. Whether or not bids are opened exactly at the time fixed in the public notice for opening bids, a bid will not be received after that time nor may any bid be withdrawn after the time fixed in the public notice for opening of bids.

As stated in Public Contract Code Section 5100 to 5108, inclusive (State Contract Act) concerning relief of bidders and in particular to the requirement therein, that if the bidder claims a mistake was made in his bid, the bidder shall give the City written notice within five (5) days after the opening of the bids of the alleged mistake, specifying in the notice, in detail how the mistake occurred.

All bidders shall verify if any addendum for this project has been issued by the City. It is the bidder's responsibility to ensure that all requirements of contract addendum are included in the bidder's submittal.

The successful bidder shall submit a certificate of insurance showing compliance with the enclosed insurance requirements. This insurance shall be maintained at all times during the course of any resulting agreement. In addition, the successful bidder shall have the proper City of San Leandro business license and all other applicable licenses and permits.

If there are subcontractors for this bid include a separate sheet listing the subcontractor's name, address and phone as well as the portion of the work to be performed by each subcontractor.

The award will be made to the lowest responsible bidder whose bid complies with the specifications in a manner satisfactory to the City's best interests as determined by the City. The right is reserved, as the interest of the City may require, to reject any or all bids, or to waive any informality or minor irregularity in the bids.

Payment shall be within 30 days following acceptance of bid items.

- Delivery shall be F.O.B. destination
- Complete delivery _____ days from order
- Cash Discount _____ in _____ days

To bid, complete and return a copy of the Request and any other required forms, in a sealed envelope. The envelope shall be marked with the project name and bid number. The bid must be received by the date and time shown in order to be considered. **Deliver envelope to:**

City of San Leandro Purchasing Dept., 835 E. 14th Street, San Leandro, CA, 94577.

Please note that there is a one-day delay in mail delivery to City Hall by the U.S. Postal Service.

Delivery to be made to:

**City of San Leandro Civic Center
835 E. 14th Street
San Leandro, CA 94577**

Firm _____

Address _____

By (Signature) _____

Title: _____

Date: _____

Phone: _____

FAX: _____

Print Name: _____



Don Brockman, Purchasing Agent

**SPECIFICATIONS/BID SHEET:
 PANASONIC TOUGHBOOK LAPTOP COMPUTERS AND ACCESSORIES
 BID NUMBER 11-12.014**

QUANTITY	DESCRIPTION	PRICE EACH	TOTAL
9	Panasonic Toughbook, CF-31JBG, WIN7, Intel Core i5-2520M 2.50GHz, VPRO, 13.1" XGA Touch, 320GB (7200 RPM), 4GB, Intel WiFi a/b/g/n, TPM, Bluetooth, Dual Pass (Upper: WWAN/Lower: Selectable), Gobi, GPS, Emissive Backlit Keyboard, No Drive, Toughbook Preferred, P/N CF-31JBG EA1M		
19	12" PDRC Mk3 with associated backlit keyboard P/N CF-VKBL03AM		
12	Panasonic vehicle mount port replicator with dual pass thru P/N CF-WEB301MB		
15	Electronics Box, Tray Mounted (Go Rhino) P/N VM-29003		
11	PDRC Mk3.0 Cable Kit – 25"SVGA, 15" Serial USB to connect item 1		
25	DC 120w Power Supply – Mountable, P/N LIND-PA 1580-3207		
7	DC Filtered Power Supply for MDRC Mk3.0 P/N LIND-PA 1540I-3486		
9	Pan Protection Plus Warranty 4 year for laptop, P/N WR-104001		
19	PDRC Warranty Extension (Year 4) WR-104005		
30	California E-Waste Recycle Act Fee for Monitors (4"-15")		
	SUBTOTAL		
	SHIPPING		
	SALES TAX		
	GRAND TOTAL		
	ANTICIPATED DELIVERY DATE		

COMPANY NAME: _____ BIDDER NAME: _____

DATE: _____ SIGNATURE: _____