

**HACC — Central Pennsylvania's Community College
Harrisburg, PA**

Request for Bid

RFB13-03

For

PANASONIC DATA PROJECTORS

Issued: August 13, 2012

BID DUE DATE: August 28, 2012 by 11:30AM

Sealed Bids Must Be Delivered to:

HACC
Procurement and Business Services
Room PC223
349 Wiconisco Street
Harrisburg, PA 17110

All firms who respond to the RFB will receive a notification letter in the mail within one week after the Board of Trustee Meeting.

Bid results will be posted on HACC website: www.hacc.edu –
<http://hacc.edu/Purchasing/BidResults/Bid-Results-RFBs-FY13.cfm>

For information concerning the RFB process, required format and the schedule of activities, please direct questions to:

Garry Crider
Procurement Services Manager
Telephone: (717) 221- 1300 x 1645
Email: cgcrider@hacc.edu

ACKNOWLEDGMENT FORM

HACC — Central Pennsylvania's Community College

Request for Bid

RFB13-03 PANASONIC DATA PROJECTORS

Acknowledgement: Please acknowledge receipt and interest in this Request for Bid (RFB) by completing the information requested below and emailing it to cgcrider@hacc.edu.

Acknowledgement due date is August 24, 2012.

Also, please include this page with your Bid.

Provider Name: _____ Contact Name: _____

Address (include City, State, Zip): _____

Phone: _____ Fax: _____ Cell Phone: _____

Email: _____ Website: _____

Check One: We will _____ will not _____ be responding to this RFB.

If not responding, please explain briefly: _____

HACC - Central Pennsylvania's Community College

REQUEST FOR BID

RFB13-03 PANASONIC DATA PROJECTORS

SPECIFICATIONS

HACC, Central Pennsylvania's Community College – Central Administration is looking to purchase Twenty-six (26) PT-FW430U Panasonic Data Projectors. No substitutes.

Item	Manufacturer	Model	Anticipated Total Quantity	Ship to Campus	Substitutable
Data Projector	Panasonic	PT-FW430U	20	Lancaster	No
Data Projector	Panasonic	PT- FW430U	6	Harrisburg	No



1. Pricing shall include shipping & handling.
2. Items may not be substituted for any reason.
3. Please note, these quantities may change slightly.
4. All items are to be brand new, sealed-in-carton unit. No refurbished or B-stock will be accepted.
5. In case of equipment malfunction during warranty period, vendor shall provide temporary loaner projector within 48 hours at vendor/manufacturer expense. Within 50 miles of Harrisburg, PA, or Lancaster PA (depending on where the projector was originally shipped to), vendor or HACC Instructional Technology Staff shall exchange projectors. Outside 50 miles of Harrisburg, PA, vendor will be responsible for exchange.

END OF BID SPECIFICATIONS

HACC - Central Pennsylvania's Community College

REQUEST FOR BID

RFB13-03 PANASONIC DATA PROJECTORS

BID FORM

A) Price for twenty-six (26) FW430U Panasonic Data Projectors:

Unit Cost: \$ _____ /ea

Total Base Bid Cost: \$ _____

B) Bid Deadline

To be considered for selection, Bids shall arrive at HACC's Procurement and Business Services Office, 349 Wiconisco Street, Room PC223, Harrisburg, PA, 17110, by 11:30AM on or before August 28, 2012. Bids must be in a sealed container, clearly marked "RFB13-03, PANASONIC DATA PROJECTORS." Allow time for normal mail delivery to ensure timely receipt of Bids by HACC's Procurement and Business Services Office. Bids arriving after the deadline will not be considered. All Bids become the property of the College.

C) Acceptance of Bid

The College reserves the right in awarding the contract to consider the competency, responsibility, and suitability of the Bidder, as well as the services to be provided. The College further reserves the right to accept or reject any or all bids, to waive any irregularities or informalities, and to award the contract in the best interest of the College. Neither the College nor any agent thereof on behalf of the College will be obligated in any way by any Bidder's response to this RFB.

The College also reserves the right to allow an Bidder to correct a defect in its Bid provided that correction of the defect does not alter the amount of the Bid or the scope of work required under the Bid.

D) Addenda to the RFP

In the event that it becomes necessary to revise any part of this RFB, HACC's Procurement and Business Services Office will provide addenda in writing to the Bidders who indicate that they are interested by returning the acknowledgement sheet (page 2). No oral statements, explanations, or commitments by whosoever made shall be of any effect except as the College's Procurement and Business Services Office has confirmed the same in writing.

E) Oral Communication

Oral communication with any College employee, unit, department, or organization concerning this RFP is not binding on the College and shall in no way modify the RFP or the obligation of the College or the provider.

E) Number of Copies and Mailing of Bid

Two (2) copies of the Bid will be submitted in a sealed container clearly marked with the name of the Bid and labeled "RFB13-03, PANASONIC DATA PROJECTORS." One (1) of the copies shall be marked "Master Copy" and will contain original signatures. The other copy does not require original signatures.

F) HACC, Central Pennsylvania's Community College is a member of the following:

- 1) Educational & Institutional Cooperative Service, Inc.
- 2) Provista
- 3) Amerinet
- 4) US Communities
- 5) Keystone Purchasing Network (KPN)

G) Vendor Registration: To all Proposers: Please register your firms information on HACC's website – go to www.hacc.edu – "Business & Community" – "Purchasing" – "Vendor Purchasing System Login" – then following instructions.

SIGNATURE_____

FIRM NAME_____

ADDRESS_____

TELEPHONE_____ **EMAIL ADDRESS**_____

END OF BID FORM