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*Purchasing Services*  
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*Invitation for Bid 99/00-14*

# ***Supply of Video/Data Projectors***

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***ISSUE DATE: 11:00 a.m., Wednesday, November 23, 1999***

***CLOSING DATE: 2:00 p.m., Wednesday, December 8, 1999***  
*All times local*

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**SUBMITTAL LOCATION**

LANE COMMUNITY COLLEGE  
PURCHASING SERVICES DEPARTMENT, ROOM 110-A  
4000 EAST 30TH AVENUE  
EUGENE OREGON 97405-0640

**INDEX**

Cover Sheet	Page 1
Invitation For Bid	Page 2
Instructions To Bidders	Page 3
Supplementary Bidder Instructions	Page 7
General Contract Conditions	Page 9
Specifications	Page 15
Bid Form	Page 16
Mailing Label	Enclosure

This document consists of 19 numbered pages and one attachment (mailing label).



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**Purchasing Services**  
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**INVITATION FOR SEALED BIDS 99/00-14**

Bids for **Supply of Video/Data Projectors** will be accepted by the College's Purchasing Services Department, Lane Community College, Campus Services Building, Room 110-A, 4000 East 30th Avenue, Eugene, Oregon 97405 until **2:00 p.m., Wednesday, December 8, 1999 (local time)**. Bids will be opened immediately thereafter and publicly read aloud. Bids will not be accepted after this hour and date. The project coordinator's name is Lloyd Rain and he may be reached at 541/726-2208 during normal working hours.

The project consists of **Supply of Video/Data Projectors** on a requirements basis throughout the LCC domain (main campus and numerous LCC centers in Lane County). An initial order of 20 projectors will be placed; however, the brands comprising this order are not yet identified and will depend upon the prices offered.

**To be responsive, Bidders are required to fill out the Bid Form in its entirety and to provide bids on all models and accessories within at least one brand category; although individual prices are required, bids will be analyzed on the basis of a total theoretical dollar value for each brand category and award is intended for one bidder only for each of the three brand categories specified.**

Copies of the bid specifications and documents are on file and may be obtained free of charge at the Purchasing Services Department, Lane Community College, 4000 E. 30th Avenue, Eugene, Oregon 97405 or by calling 541/726-2208.

All bids submitted shall be in sealed envelopes and plainly marked on the outside showing the name of the bidder and the bid number. The mailing label supplied with the bid package shall be used for this purpose.

Bid and performance securities are not required. The successful bidder shall comply with all Oregon Statutes and Regulations including the requirement for registration with various state agencies where applicable and the provision of workers' compensation to employees.

All bids submitted shall contain a statement as to whether the bidder is a resident or non-resident bidder as defined in ORS 279.029.

No bid may be withdrawn after the date and time set for opening of bids until the elapse of sixty (60) calendar days thereafter. Prices shall be fixed for three months following the date of board award and may be adjusted thereafter by negotiation, as specified.

The Board of Education of Lane Community College may waive any or all informalities and irregularities, may reject any bid not in compliance with all prescribed public procurement procedures, and may reject, for good cause, any or all bids upon a finding of the College that it is in the public interest to do so.

Lloyd Rain  
Director, Purchasing Services

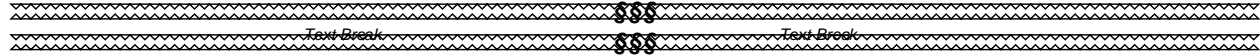
Published by: Eugene Register Guard  
Date: Sunday, November 28, 1999

Posted at: LCC Purchasing Services Offices and Web Page (<http://lanecc.edu/purch/htm>)  
Date: 11:00 a.m., Wednesday, November 24, 1999

**INSTRUCTIONS TO BIDDERS**

**1) DEFINITION OF PARTIES**

Hereinafter Lane Community College shall be referred to as "College" or "LCC," persons, firms, agencies, partnerships or companies submitting responses to this invitation shall be referred to as "Bidders" or "Proposers," and the successful Bidder or Proposer to whom the work is awarded shall be referred to as "Contractor" or "Vendor" or "Supplier."



**SUPPLEMENTARY INSTRUCTIONS TO BIDDERS**

**1) BRAND NAMES**

Brand names and model numbers when given are absolute. Substitutions will not be considered. The college is a certified service center for the three brand names identified herein. It is not to the college's advantage to become a service center for additional brands, nor is it to the advantage of the college to purchase equipment which it cannot service internally. Additionally, the college has settled on the use of selected models within each brand. Only those models will be purchased by the college.

**2) BID FORM SPECIAL INSTRUCTIONS**

**To be responsive, Bidders are required to fill out the Bid Form in its entirety and to provide bids on all models and accessories within at least one brand category.** Bidders shall place the letters "N/A" opposite any brand and its associated models for which the bidder chooses not to provide a price. Bidders may choose to provide pricing on one or more brand categories. Each category will be analyzed separately; i.e., a bidder furnishing pricing on two brand categories may be successful on one and not the other. Award will be made to the bidder furnishing the lowest responsive, responsible bid in each brand category.

**2) BIDDER QUALIFICATION**

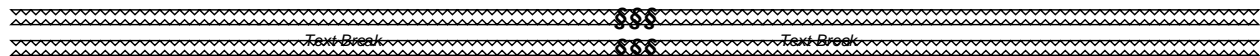
In order to qualify for award of this contract to supply computers and associated equipment to the college, each bidder shall have the following minimum qualifications and capabilities—:

- a) The bidder shall have been in business primarily selling and servicing a wide range of technical hardware for video/data presentation products for not less than two continuous years prior to the date of submitting the bid;
- b) The bidder shall be an authorized dealer for the brand(s) being bid.

**3) USE OF NAME BRANDS:**

In accordance with Oregon Revised Statutes, brand names are used throughout this specification. These materials represent a standard within the College or a technical requirement, which the College has developed for both compatibility with existing equipment, technical excellence and/or ease of maintenance. The College has utilized some of the brand names specified for some years and it is in the best interests of the College and the public to continue to utilize the identical materials for ease of replacement within existing areas and reproduction of the current technical enhancements and compatibilities.

Brand names and numbers when given are absolute. Substitutions will not be considered. Where brand names are specified, they are done so within the context of Oregon Administrative Rule 125-340-030 and the Oregon Community College Model Purchasing Policy EXEMPTIONS, currently being adopted by Lane Community College Local Contract Review Board.



**End Of Section**

