

Wyer, Dennis

From: Whitehead, Jerie
Sent: Tuesday, September 25, 2001 2:10 PM
To: RFP Alert
Subject: Request for Bids for Additional Security Equipment for the Sheriff's Tax Office

KANAWHA COUNTY COMMISSION

P. O. BOX 3627
407 VIRGINIA STREET, EAST
CHARLESTON, WEST VIRGINIA 25336
(304) 357-0117

Request for Bids

Re: Additional Security Equipment for the Kanawha County Sheriff's Tax Office
Date: September 20, 2001
Fiscal Year: 2001-02
Bid Opening: Bids must be received on or before Tuesday, October 9, 2001, at 11:00 a.m. in the Kanawha County Commission Purchasing Office, 407 Virginia Street, East, Third Floor, Room 229, Charleston, WV 25301 (P.O. Box 3627, Charleston, WV 25336)

INSTRUCTIONS TO BIDDERS:

***THIS FORM MUST BE THE COVER SHEET FOR YOUR BID**

- Bids must be received in a sealed envelope with the date and time of the bid opening on the outside of the envelope. Faxed bids will not be accepted.**
- Unsigned bids will not be accepted.**
- Bid must be F.O.B. Delivery Point, unless otherwise indicated in proposal.
- All bids should be in ink, showing all facts and the total amount of the bid.
- The County reserves the right to accept or reject in part or in whole any bid submitted, whichever is in the best interest of the County.

Item No.	Quantity	Description	Amount
1	1 Lot	Additional Security Equipment for the Sheriff's Tax Office per the Attached Specifications	\$

Vendor Name: _____

Signature: _____

Address: _____

Date: _____

Telephone: _____

Total Amount in Words: _____ Dollars

Total Amount in Numbers: \$ _____

SPECIFICATIONS

COUNTY COMMISSION OF KANAWHA COUNTY CHARLESTON, WEST VIRGINIA

ITEM: Additional Security Equipment for the Kanawha County Sheriff=s Tax Office

LOCATION: Kanawha County Commission
407 Virginia Street, East
Charleston, WV 25301

CONTACT:

Jerie Whitehead	Michael Cook
Purchasing Director	Kanawha County Sheriff=s Tax Office
Kanawha County Commission	409 Virginia Street, East, First Floor
407 Virginia St., East	Pinch, WV 25301
P.O. Box 3627	Telephone (304) 357-0210
Charleston, WV 25336	
Telephone (304) 357-0115	

BID OPENING: Bids must be received in a sealed envelope, with the date and time of the bid opening on the outside of the envelope, on or before Tuesday, October 9, 2001, at 11:00 a.m., in the Kanawha County Commission Purchasing Office, 407 Virginia Street, East, Third Floor, Room 229, Charleston, West Virginia 25301 (P.O. Box 3627, Charleston, WV 25336). *Faxed bids will not be accepted.*

SPECIFICATIONS: The following specifications are intended to describe security equipment for the Kanawha County Sheriff=s Tax Department and the details contained in these specifications are not designed to exclude any manufacturer from bidding, but are offered as a means of describing the needs of the Kanawha County Sheriff=s Tax Office. Where brand names may be used, the words Aor equal@ are assumed to follow. All specifications are minimum requirements.

1. Purchase and Installation of the following security equipment:
 2. Five (5) time-lapse video recorders
 3. Five (5) indoor security cameras for the Sheriff=s Detachments located throughout Kanawha County
 4. Five (5) outdoor security cameras for the Sheriff=s Detachments located throughout Kanawha County
 5. Two (2) controlled gate entrances located in the Tax Office lobby
 6. Eighteen (18) panic switches, to be wired upstairs to Law Enforcement, as follows:
 1. Six (6) panic switches installed in the counter in the Sheriff=s tax Office
 2. Six (6) panic switches installed at counter support areas

3. Six (6) panic switches installed upstairs; four (4) in Fiduciary Accounts and two (2) in delinquent accounts
7. One (1) security camera in the second floor hallway (public access to Tax Division through Home Confinement Entrance, wired to existing system)
8. Equipment must be compatible with existing equipment
9. Please provide warranty terms & conditions
10. To arrange a time to visit the various locations, please contact Michael Cook with the Kanawha County Sheriff's Tax Office at 357-0210.

Specifications

Security Equipment for Sheriff=s Tax

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TERMS & CONDITIONS:

Real Estate and Personal Property Taxes: A No bid will be accepted or opened on any County contract if the vendor is listed on the last published list of delinquent real or personal property taxes in Kanawha County; however, the Commission will accept bids by vendors who provide satisfactory proof of payment of current taxes or a certification from the Sheriff that no taxes are due prior to submission of said bid. @

Required Forms: Vendor shall complete and submit, or have on file with the County, a Vendor Registration and Disclosure Statement Form. A registration form is being supplied for your convenience.

Rejection of Bids: The Kanawha County Commission reserves the right to reject any and/or all bids and to waive any informalities in bidding.

Outgoing mail is certified Virus Free.

Checked by AVG anti-virus system (<http://www.grisoft.com>).

Version: 6.0.281 / Virus Database: 149 - Release Date: 9/18/2001