



**SOLICITATION: CFCA 2019000235**

**PROCUREMENT TYPE:** Commodity

**TITLE:** Digital Signage System - Request for quote.

**DESCRIPTION:** Provide digital signage system as per the "Items and Specifications" section below.

**REQUISITION NUMBER:** 201900002182

**BID SUBMISSION DETAILS**

**Submission Deadline:** 09/25/18 at 10:00 AM MT

**Submissions Accepted Via:** E-mail or fax

**Details:** Please submit your quote response via email to [stephanie.diggs@state.co.us](mailto:stephanie.diggs@state.co.us) or fax to 719-269-4064

**Comments:** The following information is required, and when completed, may serve as the cover page to your response to this solicitation.

ATTENTION: Stephanie Diggs, Purchasing Agent

FROM: Name of firm/DBA \_\_\_\_\_

Remit to Address \_\_\_\_\_

P.O. Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Federal Taxpayer/Employer ID Number \_\_\_\_\_ VSS or CORE Vendor ID Number \_\_\_\_\_

Projected delivery date: \_\_\_\_\_ calendar days after receipt of order.

Bidder's printed name \_\_\_\_\_

E-mail address \_\_\_\_\_

(Note: Purchase orders are distributed via e-mail. If another e-mail address should be used for POs, please provide the address in your 'comments'.)

Bidder's comments (optional) \_\_\_\_\_

Please note: Prospective bidders must be registered on the Colorado Vendor Self Service website at [www.colorado.gov/vss](http://www.colorado.gov/vss) in order to respond to this solicitation. The Colorado VSS Help Desk is available Monday through Friday 8:00 a.m. to 5:00 p.m. MT and can be reached at [VSSHelp@state.co.us](mailto:VSSHelp@state.co.us) or by calling 303-866-6464 should you encounter any issues during the registration process.



The State of Colorado encourages all vendors to be paid by Electronic Funds Transfer (EFT). Are you interested in this payment method \_\_\_\_\_YES or \_\_\_\_\_NO? If you select yes, the required forms will be sent to you if awarded.

**GOODS AND SERVICES DELIVERY**

**Location:**  
CCI Canteen Services  
275 West Highway 50, Bldg 3060  
Attn: Alan Woolsey  
Canon City, CO 81212

FOB - Destination - Bid prices are to include the cost of freight, FOB-destination.

**PURCHASING POINT OF CONTACT**

**Name:** Stephanie Diggs  
**Agency:** Department of Corrections  
**Phone:** 719-269-4309  
**Fax:** 719-269-4064  
**Email:** [stephanie.diggs@state.co.us](mailto:stephanie.diggs@state.co.us)

**Comments:** Please do NOT use the fax number or email address provided for unsolicited advertisements! (2) Any award(s) from this solicitation will be posted on the Colorado's Vendor Self Service website, [www.colorado.gov/vss](http://www.colorado.gov/vss) after the bid submission date.

**EVALUATION AND AWARD**

Award of this solicitation will be made to the bidder(s) whose response(s) is/are judged by the Colorado Department of Corrections (CDOC) to be most advantageous to the State. The factors which are considered in evaluating and awarding this solicitation will include cost, and may also include but not be limited to the Department's evaluation of the following:

1. the projected delivery dates, as stated in the bidders' respective quote responses;
2. quality/safety/security considerations concerning the goods to be provided;
3. anticipated 'life cycle' costs such as energy usage, maintenance, warranty, etc.;
4. the bidder's qualifications and experience, including the bidder's certified status as a Service Disabled Veteran Owned Small Business based in Colorado, and/or the bidder's past performance, and/or
5. any other pertinent factors.

It is the general preference of the CDOC Purchasing Office to award Documented Quote solicitations to the single bidder whose quote response is most advantageous to the State. If necessary or if deemed to be in the State's best interests, the award may be divided among two or more bidders, cost and other factors duly considered.

If this solicitation includes multiple items to be provided, and you are bidding any of those items on an "all or none" basis, your quote response must state accordingly.

**ITEMS AND SPECIFICATIONS**

The Colorado Department of Corrections, Central Canteen Services is looking for a digital signage system that has remote programming capabilities for a central location to multiple geographically dispersed locations throughout the State of Colorado operated through a single user interface, and it must have all the capabilities of the below listed product.

**1) Seventeen (17) each, Video Messenger Company, Model#DV4 HD5 Micro+, or equal**  
Digital Signage System HD5 Micro Multimedia Player with AV Converter; DVD with UI Software; 400+ PPT backgrounds and 15 Holiday Video Snippets; 8 GB Internal Flash Memory; External Power Supply with 6 Ft USB power cable; 2 Ft HDMI Extension Cable; Vesa Mount; Mounting Velcro; Wi-Fi Antenna with built in Wi-Fi; integrate into cable headend, satellite system or CCTV system; 90-day free phone support; free weekly training webinars; 1 year parts and labor warranty.

Bid price each \$ \_\_\_\_\_ Total bid price \$ \_\_\_\_\_

Manufacturer and Model Number \_\_\_\_\_

Warranty Information \_\_\_\_\_



**Technical Point of Contact:** Alan Woolsey, CCI Canteen 719-269-4278 or email alan.woolsey@state.co.us

**COMPETITIVE EQUALS:** Brand names and specifications used herein are intended to aid in establishing the desired level of quality, features and/or performance, and not to unduly restrict competition. Unless a specific item's description states otherwise, you may submit a bid for a competitive product that is essentially equal to the manufacturer name and model specified. When bidding a competitive equal, include product information with your bid response. Said product information should be adequate to determine whether or not your proposed product is equal to that specified in the bid. Failure to provide such information may result in elimination of the item in question from further consideration.

**OTHER NOTES:** The following comments generally apply to Documented Quote solicitations such as this one. (1) Payment terms will be assumed to be 'Net-45 days' after receipt of goods/services and invoice, unless otherwise specified by the bidder. Proposed payment terms of less than 45 days may not be acceptable to the CDOC, except that proposed payment terms of less than 45 days that include a discount, such as 'Net-45 days/2%-10 days', are encouraged for possible consideration by the Department. (2) It is the responsibility of each bidder to monitor this solicitation during the open bidding period, for any possible 'modifications' (addenda or other changes to the solicitation). The CDOC is not able to otherwise actively notify prospective bidders of any modifications. (3) The respective delivery dates of the bidders, as stated in the quote responses received, may be an evaluation factor in awarding one or more items on the solicitation, depending upon the delivery needs of the CDOC and the differences between the responses received. The CDOC relies upon the accuracy of the projected delivery date stated in the quote response, and reserves the right to cancel any order for which delivery is not made by the date stated. (End of solicitation no. CFCA 2019000235)

