

BID SOLICITATION



City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga TN 37402

BID OPENING DATE AND TIME:
05/20/2008 2:00 PM
BID NUMBER: B0005197

SEALED BIDS
Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

BUYER: Tucker, William
PHONE #: (423) 757 - 0649 ext.
DELIVERY REQUIRED: 05/20/2008 2:00 PM

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City of Chattanooga
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Item	Class-Item	Quantity	Unit	Unit Price	Total
	Requisition No. R0108767 Ordering Dept.: Head Start Buyer: William Tucker Phone No.: (423) 757-0649 ***** Items being Purchased: Early Childhood Computer Learning Centers ***** ATTACHMENTS: Specifications (1 page) Affirmative Action Plan (2 pages) ***** *** BIDS MUST BE RECEIVED NO LATER THAN *** *** 02:00 PM EST on May 20, 2008 *** ***** City of Chattanooga Terms and Conditions are posted on Website http://www.chattanooga.gov/finance/66_standardtermsandconditions.htm If you cannot download call buyer for a copy. ***** NOTE: ALL BIDS MUST BE SIGNED All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated. ***** Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item. The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city. The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.				

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS.

ALL BIDS MUST BE SIGNED: The undersigned offers the above quoted prices under the conditions contained herein.

The City is Exempt from all Federal and State Tax.
Bids will be received at the above mentioned address.

COMPANY: _____

TERMS OF PAYMENT: _____

SIGNATURE: _____

TELEPHONE NUMBER: _____

NAME AND TITLE: _____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>***** NOTE *****</p> <p>PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:</p> <p>Company Name _____</p> <p>Address _____</p> <p>Phone/Toll-Free No. _____</p> <p>Fax No. _____</p> <p>eMail Address _____</p> <p>Contact Person's Name _____</p> <p>Employer's ID No. _____</p> <p>Estimated Delivery _____</p> <p>Minority-Owned Business ___ Small Business ___ Veteran ___</p> <p>Minority Woman Owned Business ___ Disabled Veteran ___</p> <p>Women-Owned Business ___</p> <p>***** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****</p>				
1.0	<p>204-53</p> <p>Early Childhood Computer Learning Center, Hatch TOUCH N' PLAY model or equivalent, per specifications.</p>	10.00	EA		
				TOTAL:	

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SIGNATURE: _____

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NAME AND TITLE: _____

Specifications for Early Childhood Computer Learning Centers

Requisition #: R0108767

Ordering Department: Head Start

Each Computer Learning Center shall include the following equipment:

- (1) Intel Pentium 4, 3.0 GHz processor or equivalent
- (2) Minimum 512 MB DDR Memory
- (3) Minimum 80 GB Hard Drive
- (4) Internal CD/RW DVD-ROM drive
- (5) 10/100/1000 Network Interface Controller
- (6) Four (4) USB 2.0 Ports
- (7) 104-key keyboard
- (8) Optical mouse
- (9) Intel High-Definition Audio subsystem or equivalent
- (10) Amplified Stereo Speakers, minimum 4 Watts
- (11) Color Touch Screen Monitor, 17" minimum, with Graphics Controller
- (12) Epson Stylus C88 Color Printer, with cables
- (13) Surge Protector
- (14) Windows XP Professional SP2 installed
- (15) Two-year Warranty on all components

Affirmative Action Plan

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. In all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, any contractor and/or subcontractor is further required to file in duplicate within ten (10) days of being notified that it is the lowest responsible bidder, an affirmative action plan with the EEO Director of the City of Chattanooga. This plan shall state the Contractor's goals for minority and women utilization as a percentage of the work force on this project.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project. This plan or attachment thereto shall further describe the methods by which the Contractor or Subcontractor will utilize to make good faith efforts at providing employment opportunities for minorities and women.

During the term of this contract, the Contractor upon request of the City, will make available for inspection by the City of Chattanooga copies of payroll records, personnel documents and similar records or documents that may be used to verify the Contractor's compliance with these Equal Opportunity provisions.

6. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraphs 1 through 6 in every subcontract so that such provisions will be requested of each subcontractor. The Contractor agrees to notify the City of _____ of any subcontractor who refuses or fails to comply with these equal opportunity provisions. In the event of refusal to comply with these provisions the _____
(Title and Name of Company)

(Date)