



Department of Purchasing & Contract Compliance

Felicia Strong-Whitaker, Interim Director

REQUEST FOR E-QUOTE NUMBER: 12CR85615B

PROJECT TITLE: Fujitsu Document Scanner fi-6670 and Fujitsu fi-6130z Sheet Fed Scanner

DUE DATE: October 12, 2012

WILL BE RECEIVED UNTIL: 2:00 P.M.

LAST DAY FOR QUESTIONS: OCTOBER 6, 2012

BIDDERS MAY SUBMIT REQUESTS FOR CLARIFICATION OR QUESTIONS REGARDING THIS E-QUOTE TO THE PURCHASING CONTACT PERON LISTED BELOW. ANY REQUEST SHALL ONLY BE SUBMITTED IN WRITING (FAX OR EMAIL). ALL RESPONSES TO WRITTEN REQUEST(S) WILL BE DISTRIBUTED AS ADDENDA TO THIS E-QUOTE AND POSTED ON THE FULTON COUNTY WEBSITE AT www.fultoncountyga.gov.

THE COUNTY WILL NOT RESPOND TO REQUESTS RECEIVED AFTER *[Insert Day, Date]* AT 2:00 P.M.

E-QUOTE RESPONSES MUST BE SUBMITTED ONLINE AT www.fultonvendorservice.co.fulton.ga.us. BY THE DATE AND TIME INDICATED. You must be a registered vendor in order to respond to E-QUOTES.

ANY QUESTIONS REGARDING PURCHASING PROCEDURES OR THE SPECIFICATIONS SHOULD BE ADDRESSED ONLY TO THE PURCHASING CONTACT PERSON LISTED BELOW VIA EMAIL ONLY. NO PHONE CALLS WILL BE ACCEPTED. BIDDERS MAY NOT HAVE CONTACT WITH COUNTY OFFICERS, ELECTED OFFICIALS OR COUNTY EMPLOYEES REGARDING THIS BID PRIOR TO AWARD OF PURCHASE ORDER. VIOLATION OF THIS INSTRUCTION WILL RESULT IN YOUR BID BEING FOUND NON-RESPONSIVE.

CONTACT NAME:
CYNTHIA RICHARDSON

E-MAIL ADDRESS:
cynthia.richardson@fultoncountyga.gov

FAX NUMBER:
404-893-1740

All information requested on this sheet must be completed. Unless specifications indicate "NO SUBSTITUTE", items determined by Fulton County to be "EQUAL OR BETTER" will be given full consideration. All prices QUOTED must be "FOB DELIVERED" unless otherwise requested, and must be submitted in the format requested. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.

**REQUEST FOR QUOTE
GENERAL TERMS AND CONDITIONS**

The following provisions are hereby made a part of this Request for Quote ("E-QUOTE"). Any contract or purchase order awarded as the result of this request shall be governed by these General Terms and Conditions. By submission of your responses to this e-quote, vendor agrees to furnish the product(s) and/or service(s) pursuant to these conditions.

1. **GENERAL.** These provisions are standard for all County contracts. The County may delete or modify any of these standard provisions for a particular contract or purchase order by indicating a change in the special instructions or provisions. **Any vendor accepting a purchase order award as the result of this request agrees that the provisions included within this Request for E-Quote shall prevail over any conflicting provision within any standard form contract of the vendor.**
2. **SUBMISSION OF RESPONSES.** Responses must be submitted for e-quotes on-line via the Vendor Self Service system at <https://fultonvendorselfservice.co.fulton.ga.us/webapp/VSSPROD/Advantage>. Response to e-quotes must be received no later than 2:00 p.m. on the date indicated.
3. **AMENDMENTS TO THE REQUEST FOR E-QUOTE.** Any amendment to pricing is valid only if in writing and issued by the County.
4. **ADDENDUM.** Revision to the Request for E-Quote issued by the County prior to the receipt of bids.
5. **NON-COLLUSION.** Bidder certifies that this bid is made without prior understanding, agreement or connection with any other corporation, firm or person submitting a bid for the same work, labor or service to be done or the supplies, materials or equipment to be furnished and is in all respects fair and without collusion or fraud. Bidder further understands collusive bidding is a violation of state and federal law and can result in fines, prison sentences and civil damage awards. Bidder agrees to abide by all conditions of this bid and certifies that person signing is authorized to sign this bid or proposal for the bidder.
6. **CONFLICT OF INTEREST.** Vendor states that no County officer or employee, nor any business entity in which they have an interest: a) Has an interest in the contract awarded; b) Has been employed or retained to solicit or aid in the procuring of the resulting contract; c) Will be employed in the performance of such contract without immediate disclosure of such fact to the County.
7. **BASIS OF AWARD.** The County shall award to the overall lowest responsible and responsive vendor complying with the provisions of the Request for E-Quote. The following criteria may be considered by the County in selecting the most advantageous quote: a) Ability to perform the service required within the specified time; b) Conformance to specification; c) The quality of performance in previous contracts; d) Financial ability to perform the contract; e) Item pricing; f) vendor references. The County reserves the right to cancel the solicitation and to reject any or all quotes in whole or in part and is not bound to accept any quote if rejection of that quote is determined to be contrary to the best interest of the County.
8. **SAMPLES.** Samples of items when required, must be furnished free of expense to the County and upon request, be returned to the Vendor at the Vendor's expense. Samples of selected items may be retained for comparison purposes.
9. **NEW.** All items bid must be new. Used, rebuilt and refurbished items will not be considered unless specifically authorized by Fulton County in the written specifications.
10. **BRAND NAME SPECIFICATIONS AND APPROVED EQUIVALENTS.** Unless otherwise specified, manufacturer's names, trade names, brand names, information and/or catalog numbers listed in the specifications are intended only to identify the quality and characteristics desired. They are not intended to limit competition. The Vendor may offer any equivalent product which meets or exceeds the specifications. If quotations are based on equivalent products, the quote must: a) Indicate the alternate manufacturer's name and catalog number; b) Include complete descriptive literature and/or specifications; c) Include proof that the proposed equivalent will meet the specifications. The County reserves the right to be the sole judge of what is equal and acceptable to meet its needs in all respects. If Bidder fails to name a substitute, goods identical to the published standard must be furnished.
11. **INDEMNIFICATION.** Contractor/Vendor hereby agrees to release, indemnify, defend and hold harmless the County, it's Commissioners, officers, employees, subcontractors, successors, assigns and agents from and against any and all losses (including death), claims, damages, liabilities, costs and expenses (including but not limited to all actions, proceedings, or investigations in respect thereof and any outcome of any such action, proceeding, or investigation), caused by, relating to, based upon or arising out of any act or omission by contractor, it's directors, officers, employees, subcontractors, successors, assigns or agents, or otherwise in connection with it's acceptance, of the performance, or nonperformance, of it's obligations under this agreements.

12. **TAXES.** Fulton County is exempt from the State of Georgia sales tax and exemption certificate will be furnished upon request.
13. **DELIVERY.** All prices must be FOB Destination, unloaded inside and assembled unless otherwise indicated.
14. **RIGHTS AND REMEDIES OF COUNTY FOR DEFAULT.** If any item furnished by the Vendor fails to conform to specifications, or to the sample submitted by the Vendor, the County may reject it. Upon rejection, the Vendor must promptly reclaim and remove such item without expense to the County, and shall immediately replace all such rejected items with others conforming to such specification and samples. If the Vendor fails to do so, the County has the right to purchase in the open market a corresponding quantity of any such items and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual cost to the County. If the Vendor fails to make prompt delivery of any item, the County has the right to purchase such item in the open market and to deduct from any monies due the Vendor the difference between the prices named in the purchase order and the actual replacement cost to the County. The rights and remedies of the County identified above are in addition to any other rights and remedies provided by law or under the purchase order.
15. **INVOICES AND PAYMENT TERMS.** Invoices are to be mailed to the County department specified on the resulting purchase order or master agreement. All invoices must include the purchase order number or master agreement number. Failure to comply may result in delayed payments. The County payment terms are Net 30 days unless a cash discount is allowed for payment within not less than twenty (20) days. The payment term shall begin on the date the merchandise is inspected, delivered and accepted by the County and the correct invoice is received in the office specified on the purchase order.
16. **LEGAL REQUIREMENTS.** Federal, State, County and local ordinances, rules and regulations, and policies shall govern development, submittal and evaluation of quote and disputes about quotes. Lack of knowledge by any Vendor about applicable law is not a defense.
17. **ASSIGNMENT.** Any purchase order awarded shall not be assignable by the Vendor without the express written approval of the County, and shall not become an asset in any bankruptcy, receivership or guardianship proceedings.
18. **REJECTION OF BID.** Bids may be considered irregular and may be rejected if they show omissions, alternations of form, additions not called for, conditions, limitations, unauthorized alternate bids or other irregularities of any kind. The County reserves the right to waive minor technicalities or irregularities of bid.
19. **TERMINATION.** In the event any of the provisions of the purchase order are violated, the County may serve written notice of its intention to terminate the purchase order. Such notice will state the reason(s) for such intention, and unless within ten (10) days after serving notice upon the contractor, such violation has ceased and satisfactory arrangements for correction made, the purchase order shall, upon expiration of ten (10) days, be terminated. Further, the County reserves the right to terminate for its convenience any purchase order in whole or in part upon giving thirty (30) days prior written notice to the other party.
20. **DEBARMENT.** If a Bidder is presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded from doing business with any government agency which prohibits your firm from participating in any procurement, the Bidder must provide the County with that information as part of its response to this solicitation. Failure to fully and truthfully provide the information required, may result in the disqualification of your bid from consideration or termination of the purchase order, once awarded.
21. **RIGHT TO PROTEST.** Any actual or prospective Bidder who is aggrieved in connection with a solicitation or award of a contract/purchase order must submit its protest in writing to the Director of Purchasing & Contract Compliance, 130 Peachtree St. S.W., Suite 1168, Atlanta, GA 30303. A protest must be submitted to the Director of Purchasing & Contract Compliance in writing within 14 days after such aggrieved entity knows or should have known of the solicitation, the award of contract/purchase order to another or other acts giving rise to a protest. An oral protest or a protest to an official, employee, user department, or other person apart from the Director of Purchasing does not comply with Fulton County Code Section 2-324 and does not toll the protest time period.
22. **BINDING AUTHORITY.** The individual submitting this E-QUOTE must have binding authority to submit contracts on behalf of the responding company. By submitting a response, vendor agrees that their quote is an offer to sell. All bidders shall comply with all Fulton County purchasing laws, policies, and procedures, as well as relevant state and federal laws, including compliance with EEOC hiring guidelines and requirements under the Americans with Disabilities Act.

REQUEST FOR E-QUOTE SPECIFICATIONS

Fujitsu fi-6670 Color Duplex Document Scanner & Fujitsu fi-6130z Sheet Fed Scanner

1. DESCRIPTION

The Fulton County Department of Purchasing & Contract Compliance is soliciting e-quotes from qualified vendors to provide Fujitsu fi-6670 Color Duplex Document Scanner & Fujitsu fi-6130z Sheet Fed Scanner for the Department of Information Technology.

2. CONTACT PERSON

Please contact Cynthia Richardson, Procurement Officer name by e-mail cynthia.richardson@fultoncountyga.gov or Fax (404) 893-1740 only, with any procedural or technical questions. All questions should be submitted in writing to the Purchasing contact person via email only. No phone calls will be accepted. Any responses made by the County will be provided in writing to all Bidders by addendum. No verbal responses shall be authoritative.

3. TERM OF AGREEMENT

This is a one time procurement.

4. PRODUCT/SERVICE SPECIFICATIONS: Fujitsu document scanners or an approved equal

1. Fujitsu fi-6670 Document scanner- Duplex – Ledger 600 dpi x 600 dpi up to 90 ppm (mono)/ up to 90 ppm (color) – ADF (200 sheets) – up to 15000 scans per day – Ultra SCSI/Hi-speed usb
Mfg. Part # PA03576-B505

Fujitsu fi-6670 scanner Specifications		
Model		fi-6670
Functional Specifications		
Technology		Charge coupled device (CCD) image sensor (x 2, fi-6670)
Output Resolution (dpi)	Monochrome, Grayscale and Color	50 – 600 (adjustable by 1 dpi increments)
Optical Resolution (dpi)		600
Output Format		Color: 24 bit, 8 bit/4 bit; Grayscale: 8 bit, 4 bit;

		Monochrome: 1 bit
AD Converter		1024 levels (10 bit)
ADF capacity		200 Sheets (letter, 20 lb.)
Document size	ADF minimum	2 in. x 3 in.
	ADF maximum	11 in. x 17 in.
Interface		Ultra SCSI (50m) / Hi Speed USB 2.0 / Third Party Slot & Ultra SCSI (50m) / Hi Speed USB 2.0 / Ultra Wide SCSI (68m) VRS / Hi Speed USB 2.0 VRS (CGA) ⁽¹⁾
Scanning speeds⁽²⁾		
Letter/Landscape Mode		Simplex Duplex
Monochrome, Grayscale & Color @ 200 dpi		90 ppm 180 ipm
Monochrome, Grayscale & Color @ 300 dpi		80 ppm 160 ipm
Letter/Portrait Mode		Simplex Duplex
Monochrome, Grayscale & Color @ 200 dpi		70 ppm 140 ipm
Monochrome, Grayscale & Color @ 300 dpi		60 ppm 120 ipm
Physical Specifications		
Power requirements (auto-switching)		AC 100 - 240V, 50 / 60 Hz
Power consumption	Operating	216W
	Sleep mode	Less than 6W, Less than 9.1W (CGA)
Operating environment	Temperature	42°F - 95°F (5°C - 35°C)
	Relative Humidity	20% - 80% (non-condensing)
Dimensions (HxWxD)		11.8" x 17" x 11.8"
Weight		37.5 lbs.
Reliability Specifications		
Daily duty cycle		Up to 15,000 documents per day
Limited Warranty		3 months on-site
Service Options* *Terms and conditions apply. A service contract must be executed to purchase all service programs noted in this document.		In-Warranty Upgrades and Post-Warranty (Plus) On-Site: Basic (parts, labor and travel only) or ScanCare® (Preventative Maintenance, Consumables + Basic) Response Time Options: 4-hour or Next Business Day Unit Replacement: Advance Exchange; Unit Return: Depot Consumables: ScanAid™ Kits
Features		Automatic color detection, content-based rotation, intelligent blank page deletion, background saturation, advanced clarity, selectable background, onboard JPEG compression, dual control panels
Inbox Software / Drivers		TWAIN, ISIS™, Adobe® Acrobat® Standard, Kofax VRS Professional with Bar Code, ScandAll PRO, QuickScan™ Pro (Trial), Image Processing Option

Operating System Support		Microsoft® Windows 2000/XP, Vista,7, Microsoft® Windows Server 2003/2003 R2, 2008/2008 R2
Others	Multi-feed detection	Yes, Ultrasonic double feed detection with Intelligent Multifeed Function
	Long paper scanning	120 inches
Part Numbers		fi-6670 – PA03576-B505

2. Shipping Charges for shipping 8 units
3. Fujitsu fi-6130z Document scanner – Duplex – Legal – 600 dpi x 600 dip –up to 40 ppm (mono)/ up to 30 ppm (color) – ADF (50 sheets) – Hi speed USB Mfg Part # PA03630-B055

Fujitsu fi-6130z Specifications		
Function Specs		
Image Sensor Type	Color Charge Coupled Device (CCD) x 2	
Light Source	White cold cathode discharge lamp	
Optical resolution	50 to 600 dpi in 1 dpi increments* scanning limitations may occur at higher dpi's based on PC configurations.	
Output Format	Color: 24 bit, 8 bit/4 bit; Grayscale: 8 bit, 4 bit; Monochrome: 1 bit	
AD Converter	1024 levels (10 bit)	
Output Mode	Dither / Error diffusion	
Scanning speeds		
Output (Letter / A4 size)	simplex (ppm) / duplex (ipm)	
Color, Grayscale, Black & White	200 dpi	40 ppm 80 ipm
Color, Grayscale, Black & White	300 dpi	30 ppm 60 ipm
ADF Capacity	50 sheets (letter/A4, 20 lb.)	
Document Sizes	ADF Minimum	2" x 3"
	ADF Maximum	8.5" x 14" (legal)
	Long Document	8.4" x 120 inches (10 feet)

ADF Feeding paper weights	Normal	11 to 56.2 lb.
	A8 shts	34 to 56.2 lb.
	Card (1.4 mm)	Portrait and landscape feeding
Interface	USB 2.0 (B type connector)	
Physical Specifications		
Power Requirements	100 – 240 VAC, 50/60 Hz	
Power Consumption	38W or less (Sleep: less than 5.6W)	
Dimensions (WxDxH)	11.8 x 6.4 x 6.2 in.	
Weight	9.24 lbs.	
Environmental Compatibility	ENERGY STAR® and RoHS	
Operating Environment	Temperature	42° to 95°F (5° to 35°C)
	Relative Humidity	20% – 80% (non-condensing)
In Box contents	TWAIN, ISIS™, USB cable, AC adapter, Setup DVD ROM, Getting Started Guide.	
Bundled software	TWAIN, ISIS™, Kofax VRS Professional, Software Operation Panel, Error Recovery Guide, ScandAll PRO 2.0 Std. with PDF edit, ScanSnap mode add-in, Scan to Microsoft Share Point, ABBYY FineReader for ScanSnap™, Scanner Central Admin.	
Options available	Post-scan Imprinter, ScandAll PRO 2.0 Premium Upgrade, Carrier Sheet	
OS Supported	Windows® 7 (32-bit/64-bit), Windows Vista® (32-bit/64-bit), Windows Server® 2003/2008 (32-bit/64-bit), Windows XP® (32-bit/64-bit)	
Feed detection features	Ultrasonic Double Feed Detection Sensor, Intelligent Multifeed Function (Manual Bypass), Paper Protection Sensor	
Other Features	Embossed Card Scanning Capability, Long Document Scanning, Automatic Color Recognition, Automatic Paper-Size Detection, Automatic De-skew	

	Correction, Selectable White & Black Background (in ADF only).
Limited Warranty	One Year Exchange. Other options such as Advanced Exchange are available.
Service Options	Advanced Exchange Plus, Post warranty, Consumable: Scan Aid kit
Part Number	PA03630-B055

5. PRICING SHEETS

Item No.	Item Description	Quantity	Unit of Issue	Unit price
1	Fujitsu fi-6670 Scanner or an approved equal	3	EA	\$
2	Shipping & Handling	8	EA	\$
3	Fujitsu fi-6130z Scanner or an approved equal	5	EA	\$

6. SPECIAL CONDITIONS/INSTRUCTIONS: N/A

7. INSURANCE & RISK MANAGEMENT PROVISIONS: N/A