



**COUNTY OF ERIE
DIVISION OF PURCHASE
MEMORANDUM**

TO: All Requisitioners
FROM: Lorraine M. Kolb, Buyer
DATE: June 1, 2009
SUBJECT: Maintenance of Laser Printers

Please be advised that the Division of Purchase has award the bid for the maintenance of laser printers. The following information is provided to assist in processing requisitions and obtaining service.

Bid No.: 290178-005
Purchasing Group: 005
Vendor No.: 112443
Computers Discount Center TSS Inc
8206 Main Street
Williamsville NY 14221
Phone: 716-631-5419
Fax: 716-631-5492
Contact Person: Russell Sciolino
Period: Period ending April 30, 2010

A copy of specifications and price charged for maintenance of various printer models is attached.

NOTE: When entering requisitions in SAP include the following information in the text field:

Printer Brand, Model Number, Serial Number, Locations and Contact Person.

If your printer brand and model is not listed in the award please contact Carl Nuemberger, Information and Support Services Department, 858-6519 to have it added to the list.

Please feel free to contact me with any questions or problems regarding this contract at 858-6340.

lmk
Attachments

INVITATION TO BID NO. 290178-005
PRICING FOR MAINTENANCE OF LASER PRINTERS
PERIOD OF 5-1-09 THROUGH 4-30-09

BRAND/MODEL **UNIT** **COMPUTER DISCOUNT CENTER TSS INC**

LEXMARK

E320	EACH	\$20.00
1855	EACH	\$20.00
2450	EACH	\$20.00
2455	EACH	\$20.00
E310	EACH	\$20.00
45N	EACH	\$20.00
4059	EACH	\$20.00
T630	EACH	\$20.00
Optra F2450-11-DK508	EACH	\$20.00

BROTHER

HI-1440	EACH	\$20.00
UDS 2112	EACH	\$20.00

EPSON

FX1180	EACH	\$30.00
O1810E	EACH	\$30.00

HEWLETT PACKARD

5P	EACH	\$20.00
6L	EACH	\$20.00
6P	EACH	\$20.00
6MP	EACH	\$20.00
5SI	EACH	\$20.00
DJ695C	EACH	\$5.00
DJ 720C	EACH	\$5.00
DJ800 MODEL C7780B	EACH	\$5.00
DJ800M	EACH	\$5.00
DL870CXI	EACH	\$5.00
DJ880	EACH	\$5.00
DJ600	EACH	\$5.00

BRAND/MODEL UNIT COMPUTER DISCOUNT CENTER TSS INC**HEWLETT PACKARD**

DJ970CXI	EACH	\$5.00
DJ890C	EACH	\$5.00
DJ990	EACH	\$5.00
DJ1055CM	EACH	\$5.00
DJ1220C	EACH	\$5.00
V40XI	EACH	\$5.00
DJ1050	EACH	\$5.00
DJ1120C	EACH	\$5.00
DJ2000C	EACH	\$5.00
DJ2500N	EACH	\$30.00
SCANJET 6200L	EACH	\$20.00
DL1600C	EACH	\$20.00
LJ CP4005DN	EACH	\$20.00
LJ4M	EACH	\$20.00
LJ4	EACH	\$15.00
LJ4+	EACH	\$15.00
LJ5	EACH	\$15.00
LJ5L	EACH	\$15.00
LJ5N	EACH	\$15.00
LJ6P	EACH	\$15.00
LJ800N	EACH	\$15.00
LJ1100	EACH	\$15.00
LJ1200	EACH	\$15.00
LJ1300	EACH	\$15.00
LJ2100	EACH	\$20.00
LJ2100M	EACH	\$15.00
LJ2100T	EACH	\$15.00
LJ2100TN	EACH	\$15.00
LJ2200	EACH	\$15.00

<u>BRAND/MODEL</u>	UNIT	COMPUTER DISCOUNT CENTER TSS INC
<u>HEWLETT PACKARD</u>		
LJ2600N	EACH	\$20.00
LJ3200	EACH	\$15.00
LJ3300	EACH	\$15.00
LJ3700N	EACH	\$15.00
LJ4000TN	EACH	\$25.00
LJ4050	EACH	\$40.00
LJ4050TN	EACH	\$40.00
LJ4100	EACH	\$40.00
LJ4200	EACH	\$40.00
LJ4200dtn	EACH	\$40.00
LJ4250	EACH	\$40.00
LJ4250DTN	EACH	\$40.00
LJ4300DTN	EACH	\$60.00
LJ4350DTN	EACH	\$60.00
LJ4500	EACH	\$110.00
LJ4500N	EACH	\$110.00
LJ4600	EACH	\$110.00
LJ4650DTN	EACH	\$110.00
LJ5000	EACH	\$40.00
LJ5100	EACH	\$50.00
LJ5500	EACH	\$50.00
LJ5500DN	EACH	\$40.00
LJ5si	EACH	\$40.00
LJ7350	EACH	\$50.00
LJ8000	EACH	\$50.00
LJ8000DN	EACH	\$50.00
LJ8000N	EACH	\$50.00
LJ8550	EACH	\$100.00
LJII	EACH	\$10.00

BRAND/MODEL UNIT COMPUTER DISCOUNT CENTER TSS INC

HEWLETT PACKARD

LJIII	EACH	\$10.00
LJIIP	EACH	\$10.00
LJ L048	EACH	\$10.00
OFFICE JET K550	EACH	\$15.00

**PLEASE QUOTE PRICING FOR ADDITIONAL ITEMS
THAT MAY BE NEEDED**

1. Labor rate per hour for repair of printer not under maintenance: \$60.00
+Parts
2. Cost of installed maintenance kit for printer under contract: \$60.00
+Parts
3. Cost for installed maintenance kit for printer not under contract: \$75.00
+Parts

NET 30

S P E C I F I C A T I O N S
MAINTENANCE OF LASER PRINTERS
FOR THE PERIOD OF MAY 1, 2009 – APRIL 30, 2010

1. Vendor to provide all inclusive maintenance on laser printers that are located throughout County of Erie departments. Maintenance coverage is for the period of May 1, 2009 through April 30, 2010. Printer brands and models to be covered are listed below.

Quantities listed are only an estimate. The County will not be held liable to place any specific printer or quantity on maintenance. The actual total may be greater or less than quantity indicated. Departments are responsible to determine which units are to be placed under maintenance.

Additional brands and model numbers may be added during the award period at the request of Erie County. In such circumstances pricing will be established by the Purchase Division in conjunction with the awarded vendor.

2. The successful bidder must be an authorized warranty service provider and provide the following:

Standard on-site coverage including all **non-consumable** parts, all labor, all travel time, and related expenses. Loaner equipment is to be provided. The successful bidder must maintain an extensive parts inventory, and provide one inspection during the award period.
Inspection includes cleaning and vacuuming in order to have contamination caused by toner removed.

3. Inspection to be scheduled at mutual agreement of County Department and vendor.
4. All parts for laser printers must be genuine manufacturer's parts.
5. This agreement can be utilized by all County departments and **may be entered into at any time** during the contracted period.
6. Pro-rated contract rates will only be allowed as follows:
 - a) If equipment is broken and needs repair, the vendor will provide a written estimate of repair at the vendor's current rate. If repaired, the equipment may be added and pro-rated to existing contracts period.
 - b) If equipment is coming off of warranty, the equipment may be added and pro-rated to existing contract period.

Vendors need not be concerned with these pro-rated amounts at the time of the bid offering. These amounts will be calculated by the Division of Purchase when issuing those pro-rated purchase orders.

7. Response time must be within 24 hours of the department's call. If the printer cannot be repaired on site, the vendor must provide a loaner machine within 24 hours if requested by the department. The loaner must be in good working order and will remain with the County until the printer is repaired and returned.
8. Vendors submitting bids **MUST HAVE FACTORY-TRAINED REPAIR PERSONNEL**. Before the formal award of this bid is completed, the lowest responsible vendors submitting bids will be required to submit written proof that repair personnel have received Factory Training. This written proof is not required at the time of the bid opening.
Vendors submitting the lowest bids will be required to supply this information within 30 days of the bid opening.
9. Award of this contract may be made to the lowest responsible vendor for any manufacturers' line or to one vendor for all maintenance at the complete discretion of the Erie County Division of Purchase.
10. **Purchase orders are payable in arrears upon complete inspections. Upon inspection, vendor must provide written log or label the printer appropriately.**
11. Bidder is to quote the maintenance price to be charged per printer and indicate total extended amount based on the estimated quantity of each printer model indicated.

