

Pete Ricketts, Governor

## ADDENDUM ONE, QUESTIONS and ANSWERS

Date: August 13, 2015  
 To: All Bidders  
 From: Rene' Botts, Buyer  
 State Purchasing Bureau  
 RE: Addendum for Invitation to Bid Number 5079 OF  
 to be opened August 20, 2015 at 2:00 p.m. Central Time

### Questions and Answers

Following are the questions submitted and answers provided for the above mentioned Invitation to Bid. The questions and answers are to be considered as part of the Invitation to Bid. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

QUESTIONS	ANSWERS
<p>1. I believe there may be a mistake on Line item 6. The Description says: Toshiba ACTU3A/CHSUB192A. Those two part numbers are not compatible. The ACTU3A is the processor for a Toshiba CIX 100. If the desired system is a CIX 100, the base cabinet part number would CHSUB112A2. The CHSUB192A is the base cabinet for a CIX 200. If that is the desired system, the required processor would be part number LCTU2A. Please clarify which is desired.</p>	<p>Please see correction to Line Number 6. Corrected part number is ACTU3A/CHSUB112A2. See revised Invitation to Bid Form Attachment 1.</p>

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QUESTIONS	ANSWERS
<p>2. The second question is regarding Line item 11. This specifies a quantity of 167 Toshiba DP5022-SD telephones. This model telephone will work with all of the Toshiba CIX systems. However, there is an equivalent part number DP5022-SDM that is physically identical but is intended for use on CIX40 systems. (Line 7 specifies 14 CIX40 vmpkg systems) The unit price for DP5022-SDM is significantly less than a DP5022-SD. This is especially true if the DP5022-SDM is purchased as part of a system bundle such as the CIX40VMPKG specified in Line item 7. Please clarify if the DP5022-SDM is an acceptable alternative. And, if acceptable, how many of the phones would be connected to one of the CIX40 systems. It should be noted that the less expensive DP5022-SDM can work on one of the larger systems (such as CIX100 or CIX670) but only with the addition of a license (LIC-1-DP5022SDM DP5022-SDM MIGRATION LIC) as needed.</p>	<p>No substitution will be accepted on Line Item 11.</p>
<p>3. The CIX 40 system can use a 10 button phone like the DP5022SD known as DP5022SDM and is less expensive and only works on the CIX 40 otherwise the same. How many of the DP5022SD's will be connected to the CIX 40 so we can price them accordingly if this would be acceptable?</p>	<p>No substitution is acceptable for the DP5022SD.</p>

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QUESTIONS	ANSWERS
4. Toshiba has bundles for all their systems can you tell me what cards and phones will go with what system so that the best pricing is supplied	See Attachment 2 for "By Location" list.
5. Please advise if this will this be treated as a lump sum award, or will you award some items to different vendors based on the individual price?	The state reserves the option to award in its' best interest.

This addendum will become part of the ITB and should be acknowledged with the Invitation to Bid.

# State of Nebraska - INVITATION TO BID

## ONE TIME PURCHASE

**Return to:**  
 State Purchasing Bureau  
 1526 K Street, Suite 130  
 Lincoln, Nebraska 68508

<b>Date</b>	8/03/15	<b>Page</b>	1 of 6
<b>Solicitation Number</b>	5079 OF		
<b>Opening Date and Time</b>	08/20/15	2:00 PM	
<b>Buyer</b>	RENE BOTTS (AS)		

**DESTINATION OF GOODS**

**DEPT OF ROADS**  
**ATTN: ALICIA MCCLUSKEY (402) 479-3737**  
**5001 S 14TH STREET**  
**LINCOLN NE 68509-4759**

Per Nebraska's Transparency in Government Procurement Act, DAS is required to collect statistical information regarding the number of contracts awarded to Nebraska contractors. This information is for statistical purposes only and will not be considered for contract award purposes.

\_\_\_\_\_ NEBRASKA CONTRACTOR AFFADAVIT: Bidder hereby attests that bidder is a Nebraska Contractor. " Nebraska Contractor" shall mean any bidder who has maintained a bona fide place of business and at least one employee within this state for at least the six (6) months immediately preceding the posting date of this ITB.

\_\_\_\_\_ I hereby certify that I am a Resident disabled veteran or business located in a designated enterprise zone in accordance with Neb. Rev. Stat. §73-107 and wish to have preference, if applicable, considered in the award of this contract.

One Time Purchase to supply and deliver Toshiba Phone System to the State of Nebraska as per the attached specifications.

A response to this Solicitation is subject to, but not limited to, the Standard Terms and Conditions. PLEASE READ CAREFULLY!

IT IS THE RESPONSIBILITY OF THE BIDDER TO REFER TO STATE PURCHASING BUREAU' S WEBSITE FOR ALL INFORMATION RELEVANT TO THIS SOLICITATION TO INCLUDE ADDENDA AND/OR AMENDMENTS THAT MAY BE ISSUED PRIOR TO THE OPENING DATE. <<http://das.nebraska.gov/materiel/purchasing.html>>

Bid Tabulations are available on the internet at <<http://www.das.state.ne.us/materiel/purchasing/bidtabs.htm>>

This form is part of the specification package and must be signed and returned, along with all documents, by the opening date and time specified.

Any questions regarding this solicitation must be directed to State Purchasing Bureau, to the attention of the buyer. It is preferred that questions be sent via e-mail to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov) <<mailto:as.materielpurchasing@nebraska.gov>>. Questions may also be sent by facsimile to 402-471-2089. Refer to specification for additional information.

No facsimile or email solicitation responses will be accepted on bids \$25,000 and over.

The State may request that payment be made electronically instead of by state warrant. ACH/EFT Enrollment Form can be found at: <<http://www.das.state.ne.us/accounting/forms/achenrol.pdf>>

No Bid Respond: ( ) Remove From Class-Item OR ( ) Keep Active For Class-Item

**BIDDER MUST COMPLETE THE FOLLOWING**

DISCOUNT PAYMENT TERMS: \_\_\_\_\_ % \_\_\_\_\_ DAYS

By signing this Invitation to Bid, the bidder agrees to the "Standard Conditions and Terms of Bid Solicitation and Offer" and is committed to provide a drug free work place environment. Vendor will furnish the items requested within \_\_\_\_\_ days after receipt of order. Failure to enter Delivery Date may cause quotation to be REJECTED.

**Sign Here** \_\_\_\_\_  
 (Authorized Signature MANDATORY - MUST BE SIGNED IN INK)

Enter Contact Information Below

**VENDOR#** \_\_\_\_\_  
**VENDOR:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Contact** \_\_\_\_\_  
**Telephone** \_\_\_\_\_  
**Facsimile** \_\_\_\_\_  
**Email** \_\_\_\_\_

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The Contractor is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of employees physically performing services within the State of Nebraska. A federal immigration verification system mean the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Responsibility Act of 1996, 8 U.S.C. 1324a, known as E-Verify Program, or an equivalent federal program designed by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

The contractor, by signature to this Invitation to Bid, certifies that the contractor is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency from participating in transactions (debarred). The contractor also agrees to include the above requirements in any and all subcontracts into which it enters. The contractor shall immediately notify the Department if, during the term of this contract, contractor becomes debarred. The Department may immediately terminate this contract by providing contractor written notice if contractor becomes debarred during the term of this contract.

If the Contractor is an individual or sole proprietorship, the following applies:

1. The Contractor must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at: <[http://das.nebraska.gov/lb403/attestation\\_form.pdf](http://das.nebraska.gov/lb403/attestation_form.pdf)>
2. If the Contractor indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.
3. The Contractor understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.

Proprietary Information - Data contained in the Invitation to Bid response and all documentation provided therein, become the property of the State of Nebraska and the data becomes public information upon opening the Invitation to Bid. If the bidder wishes to have any information withheld from the public, such information must fall within the definition of Proprietary Information contained within Nebraska's Public Records Statutes. All Proprietary Information the bidder wishes the state to withhold must be submitted in a sealed package, which is separate from the remainder of the bid response. The separate package must be clearly marked PROPRIETARY on the outside of the package. Bidders may not mark their entire Invitation to Bid response as proprietary. Bidders cost may not be marked as proprietary information. Failure of the bidder to follow the instructions for submitting proprietary and copyrighted information may result in the information being viewed by other bidders and the public. Proprietary information is defined as trade secrets, academic and scientific research work which is in progress and unpublished, and other information which if released would give advantage to business competitors and serve no public purpose (see Neb. Rev. Stat. §84-712.05(3)). In accordance with Attorney General Opinions 92068 and 97033, bidders submitting information as proprietary may be required to prove specific, named competitor(s) would be advantaged by release of the information and the specific advantage the competitor(s) would receive. Although every effort will be made to withhold information that is properly submitted as proprietary and meets the State's definition of proprietary information, the State is under no obligation to maintain the confidentiality of proprietary information and accepts no liability for the release of such information.

Once bids are opened they become the property of the State of Nebraska and will not be returned.

It is understood by the parties that in the State of Nebraska's opinion, any limitation on the contractor's liability is unconstitutional under the Nebraska State Constitution, Article XIII, Section III and that any limitation of liability shall not be binding on the State of Nebraska despite inclusion of such language in documents supplied by the contractor's bid response.

State Statute §73-107 allows for a preference for a resident disabled veteran or business located in a designated enterprise zone. When a state contract is to be awarded to the lowest responsible bidder, a resident disabled veteran or a business located in a designated enterprise zone under the Enterprise Zone Act shall be allowed a preference over any other resident or nonresident bidder, if all other factors are equal.

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Resident disabled veterans means any person (a) who resides in the State of Nebraska, who served in the United States Armed Forces, including any reserve component or the National Guard, who was discharged or otherwise separated with a characterization of honorable or general (under honorable conditions), and who possesses a disability rating letter issued by the United States Department of Veterans Affairs establishing a service-connected disability or a disability determination from the United States Department of Defense and (b)(i) who owns and controls a business or, in the case of a publicly owned business, more than fifty percent of the stock is owned by one or more persons described in subdivision (a) of this subsection and (ii) the management and daily business operations of the business are controlled by one or more persons described in subdivision (a) of this subsection. Any contract entered into without compliance with this section shall be null and void.

Therefore, if a resident disabled veteran or business located in a designated enterprise zone submits a bid in accordance with Neb. Rev. Stat. §73-107 and has checked " yes" requesting priority/preference to be considered in the award of this contract, the following will need to be submitted by the vendor within 10 business days of request:

- a. Documentation from the United States Armed Forces confirming service,
- b. Documentation of discharge or otherwise separated characterization of honorable or general (under honorable conditions),
- c. Disability rating letter issued by the United States Department of Veterans Affairs establishing a service-connected disability or a disability determination from the United States Department of Defense; and
- d. Documentation which shows ownership and control of a business or, in the case of a publicly owned business, more than fifty percent of the stock is owned by one or more persons described in subdivision (a) of this subsection; and the management and daily business operations of the business are controlled by one or more persons described in subdivision (a) of this subsection.

Failure to submit the requested documentation within 10 business days of notice will disqualify the bidder from consideration of the preference.

(bl 07/31/15)

**A response to this Solicitation is subject to, but not limited to, the included Standard Conditions and Terms. PLEASE READ CAREFULLY!**

**IT IS THE RESPONSIBILITY OF THE BIDDER TO REFER TO STATE PURCHASING BUREAU'S WEB SITE FOR ALL INFORMATION RELEVANT TO THIS SOLICITATION TO INCLUDE ADDENDA AND/OR AMENDMENTS THAT MAY BE ISSUED PRIOR TO THE OPENING DATE.**

<http://das.nebraska.gov/materiel/purchasing.html>

Bid Tabulations are available on the internet at <http://das.nebraska.gov/materiel/purchasing/bidtabs.htm>

This form is part of the specification package and must be signed and returned, along with all documents, by the opening date and time specified.

Any questions regarding this solicitation must be directed to State Purchasing Bureau, to the attention of the buyer. It is preferred that questions be sent via e-mail to [matpurch.dasmat@nebraska.gov](mailto:matpurch.dasmat@nebraska.gov). Questions may also be sent by facsimile to 402-471-2089. Refer to specification for additional information.

No facsimile or email solicitation responses will be accepted on bids \$25,000 and over.

**INVITATION**

# State of Nebraska - INVITATION TO BID

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Line	Description	Quantity	Unit of Measure	Unit Price	Extended Price
1	TOSHIBA ABCT1A-3M BACKUP BATTERY CABLE	2.0000	EA	_____	_____
2	TOSHIBA BCOCIU1A/BCOCIS1A CO LINE CAPACITY CARD	1.0000	EA	_____	_____
3	TOSHIBA BDKU1A DIGITAL PORTS	3.0000	EA	_____	_____
4	TOSHIBA BWDKU1A DIGITAL PORTS	2.0000	EA	_____	_____
5	TOSHIBA BSTU2A ANALOG PORTS	2.0000	EA	_____	_____
6	TOSHIBA ACTU3A/CHSUB1 <sup>1</sup> / <sub>2</sub> A& PBX PHONE	1.0000	EA	_____	_____
7	TOSHIBA CIX40VMPKG PBX PHONE	14.0000	EA	_____	_____
8	TOSHIBA BCTU2A/CHSUB672A+PS PBX PHONE	1.0000	EA	_____	_____
9	TOSHIBA KM5020 DIGITAL PHONES	13.0000	EA	_____	_____
10	TOSHIBA DKT2404-DECT DIGITAL CORDLESS PHONES	16.0000	EA	_____	_____
11	TOSHIBA DP5022-SD DIGITAL PHONES	167.0000	EA	_____	_____
12	TOSHIBA DP5032-SD DIGITAL PHONES	8.0000	EA	_____	_____
13	TOSHIBA DP5130-SDL DIGITAL PHONES	3.0000	EA	_____	_____
14	TOSHIBA GCDU2A DIGITAL PORTS	3.0000	EA	_____	_____
15	TOSHIBA GSTU1A ANALOG PORTS	14.0000	EA	_____	_____
16	TOSHIBA HPFB-6	14.0000	EA	_____	_____

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## ONE TIME PURCHASE

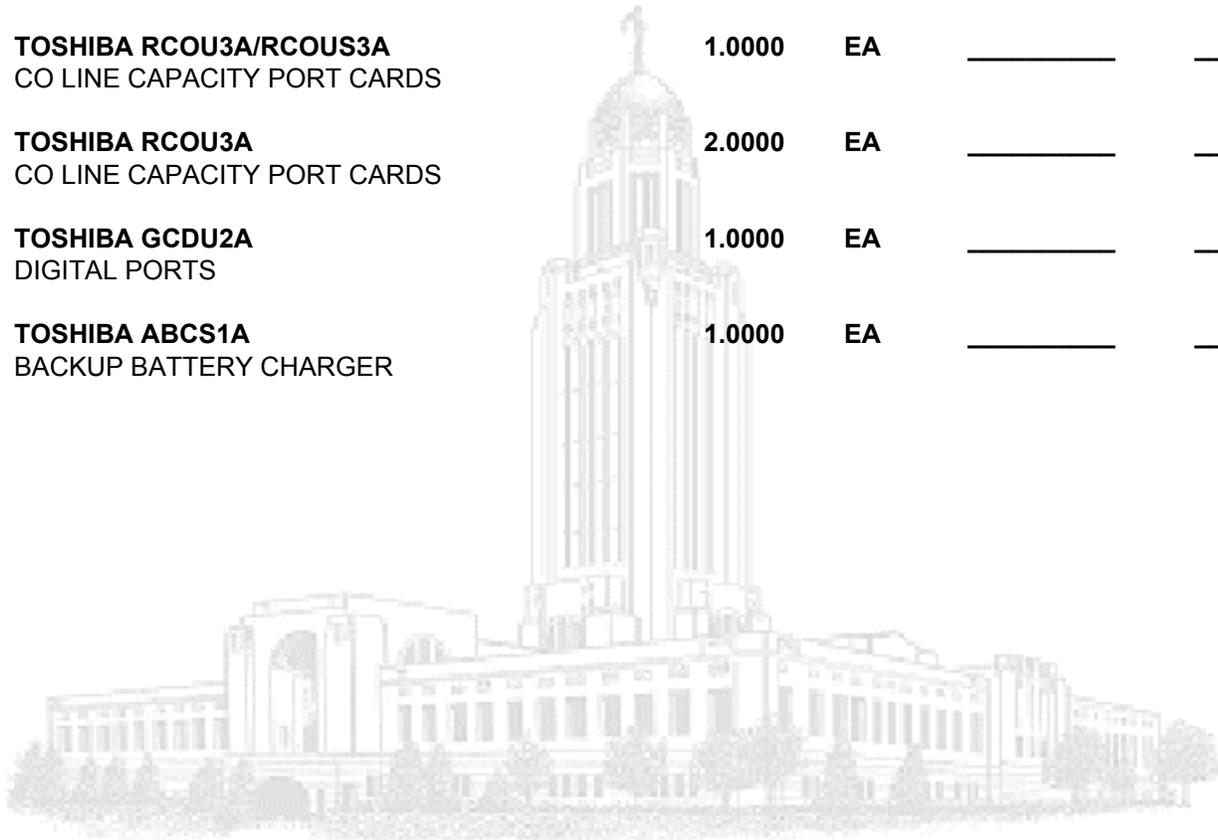
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Line	Description	Quantity	Unit of Measure	Unit Price	Extended Price
	BATTERY BACKUP				
17	TOSHIBA LVMU1A VM PORT CARD	2.0000	EA	_____	_____
18	TOSHIBA RCOU3A/RCOUS3A CO LINE CAPACITY PORT CARDS	1.0000	EA	_____	_____
19	TOSHIBA RCOU3A CO LINE CAPACITY PORT CARDS	2.0000	EA	_____	_____
20	TOSHIBA GCDU2A DIGITAL PORTS	1.0000	EA	_____	_____
21	TOSHIBA ABCS1A BACKUP BATTERY CHARGER	1.0000	EA	_____	_____



## STANDARD CONDITIONS AND TERMS OF BID SOLICITATION AND OFFER Invitations to Bid and Contract Awards

It is the responsibility of the bidder to check the website for all information relevant to this solicitation to include addenda and/or amendments issued prior to the opening date. Website address: <http://das.nebraska.gov/materiel/purchasing.html>

**SCOPE-** These standard conditions and terms of bid solicitation and acceptance apply in like force to this inquiry and to any subsequent contract resulting therefrom.

**PRICES-** Prices quoted shall be net, including transportation and delivery charges fully prepaid by the bidder, F.O.B. destination named in the Invitation to Bid. No additional charges will be allowed for packing, packages or partial delivery costs. When an arithmetic error has been made in the extended total, the unit price will govern.

**EXECUTION-** Bids must be signed in ink by the bidder on the State of Nebraska's Invitation to Bid form. All bids must be typewritten or in ink on the State of Nebraska's Invitation to Bid form. Erasures and alterations must be initialed by the bidder in ink. No telephone or voice bids will be accepted. Failure to comply with these provisions may result in the rejection of the bid.

**FACSIMILE DOCUMENTS-** The State Purchasing Bureau will only accept facsimile responses to Invitations to Bid on bids under \$25,000 and up to ten (10) pages.

**However, two party sealed bids containing facsimile pages are acceptable.** No direct facsimile solicitation responses will be accepted for a commodity contract.

**VALID BID TIME-** Bids shall be firm for a minimum of sixty (60) calendar days after the opening date, unless otherwise stipulated by either party in the Invitation to Bid.

**DISCOUNTS-** Prices quoted shall be inclusive of ALL trade discounts. Cash discount terms of less than thirty (30) days will not be considered as part of the bid. Cash discount periods will be computed from the date of receipt of a properly executed claim voucher or the date of completion of delivery of all items in a satisfactory condition, whichever is later.

**PAYMENT-** Payment will be made by the responsible agency in conjunction with the State of Nebraska Prompt Payment Act 81-2401 through 2408. The State may request that payment be made electronically instead of by state warrant.

**COLLUSIVE BIDDING-** The bidder guarantees that the prices quoted have been arrived at without collusion with other eligible bidders and without effort to preclude the State of Nebraska from obtaining the lowest possible competitive price.

**LUMP SUM OR ALL OR NONE BIDS-** The State reserves the right to purchase item-by-item, by groups or as a total when the State may benefit by so doing. Bidders may submit a bid on an "all or none" or "lump sum" basis but should also submit a bid on an item-by-item basis. The term "all or none" means a conditional bid which requires the purchase of all items on which bids are offered and bidder declines to accept award on individual items; a "lump sum" bid is one in which the bidder offers a lower price than the sum of the individual bids if all items are purchased but agrees to deliver individual items at the prices quoted.

**SPECIFICATIONS-** Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for reference and not intended to limit competition, but will be used as the standard by which equivalent material offered will be judged. The State Purchasing Director will be the sole judge of equivalency. The bidder may offer any brand which meets or exceeds the specification. When a specific product is required, the Invitation to Bid will so state. Any item bid is to be the latest current model under standard production at the time of order. No used or refurbished equipment will be accepted, unless otherwise stated.

**ALTERNATE/EQUIVALENT BIDS-** Bidder may offer bids which are at variance from the express specifications of the Invitation to Bid. The State reserves the right to consider and accept such bids if, in the judgement of the State Purchasing Director, the bid will result in goods and/or services equivalent to or better than those which would be supplied in the original bid specifications. Bidders must indicate on the Invitation to Bid the manufacturer's name, number and shall submit with their bid, sketches, descriptive literature and/or complete specifications. Reference to literature submitted with a previous bid will not satisfy this provision. Bids which do not comply with these requirements are subject to rejection. In the absence of any stated deviation or exception, the bid will be accepted as in strict compliance with all terms, conditions and specifications, and the bidder shall be held liable therefore.

**SAMPLES-** When requested, samples shall be furnished at the bidders expense prior to the opening of the bid, unless otherwise specified. Each sample must be labeled clearly and identify the bidders name, the Invitation to Bid number and the item number. Samples submitted must be representative of the commodities or equipment which would be delivered if awarded the bid. The State of Nebraska reserves the right to request samples even though this may not have been set forth in the Invitation to Bid. Samples not destroyed in testing will be returned at bidders expense, if requested, or will be donated to a public institution.

**RECYCLING-** Preference will be given to items which are manufactured or produced from recycled material or which can be readily reused or recycled after their normal use as per State Statute Section 81-15,159.

**LATE BIDS-** All bids will be time and date stamped upon receipt by the State Purchasing Bureau, and this shall be the official time and date of receipt. Bids received after the time of the bid opening will be considered late bids and will be returned to the bidder unopened. The State Purchasing Bureau is not responsible for late bids or lost requests due to mail service inadequacies, traffic or other similar reasons.

**BID OPENING-** Openings shall be public on the date and time specified on the Invitation to Bid form. It is the bidder's responsibility to assure the bid is delivered at the designated date, time and place of the bid opening. Telephone bids are not acceptable. A bid may not be altered after opening of the bids.

**NO BID-** If not submitting a bid, respond by returning the Invitation to Bid form explaining the reason in the space provided. Failure to respond to an Invitation to Bid may be cause for the removal of the bidder's name from the mailing list. NOTE: To qualify as a respondent, bidder must submit a "NO BID" and it must be received no later than the stated bid opening date and time.

**AWARD-** All purchases, leases, or contracts which are based on competitive bids will be awarded to the lowest responsible bidder, determined according to the provisions of State Statute Section 81-161, R.R.S. 1943. The State reserves the right to reject any or all bids, wholly or in part and to waive any deviations or errors that are not material, do not invalidate the legitimacy of the bid and do not improve the bidders competitive position. All awards will be made in a manner deemed in the best interest of the State.

**BID TABULATIONS-** Tabulations will be furnished upon written request. A self-addressed, stamped envelope which must include the agency and solicitation number must be enclosed. Bid tabulations will not be provided by telephone or facsimile. Bid files may be examined during normal working hours by appointment. Bid tabulations are available on the website at: <http://www.das.state.ne.us/materiel/purchasing/bidtabs.htm>

**PERFORMANCE AND DEFAULT-** The State reserves the right to require a performance bond from the successful bidder, as provided by law, without expense to the State. Otherwise, in case of default of the contractor, the State may procure the articles from other sources and hold the contractor responsible for any excess cost occasioned thereby.

**IN-STATE PREFERENCE-** A resident bidder shall be allowed a preference against a nonresident from a state which gives or requires a preference to bidders from that state. The preference shall be equal to the preference given or required by the state of the nonresident bidders. Where the lowest responsible bid from a resident bidder is equal in all respects to one from a nonresident bidder from a state which has no preference law, the resident bidder shall be awarded the contract.

**NONDISCRIMINATION-** The Nebraska Fair Employment Practice Act prohibits contractors of the State of Nebraska, and their subcontractors, from discriminating against any employee or applicant for employment, to be employed in the performance of such contracts, with respect to hire, tenure, terms, conditions or privileges of employment because of race, color, religion, sex, disability, or national origin. (State Statute Sections 48-1101 through 48-1125) The bidder guarantees compliance with the Nebraska Fair Employment Practice Act, and breach of this provision shall be regarded as a material breach of contract. The contractor shall insert a similar provision in all subcontracts for services to be covered by any contract resulting from this Invitation to Bid.

**TAXES-** Purchases made by the State of Nebraska are exempt from the payment of Federal Excise Taxes, and exemption certificates will be furnished on request. State and local taxes are exempt by State Statute Section 77-2704 (l) (m) R.R.S. 1943 and must not be included in the bid prices. Exemption by statute precludes the furnishing of State exemption certificates.

**DRUG POLICY -** Bidder certifies that it maintains a drug free work place environment to ensure worker safety and workplace integrity. Contractor agrees to provide a copy of its drug free workplace policy at any time upon request by the State.

**NE ACCESS TECHNOLOGY STANDARDS-** Vendor agrees to ensure compliance with Nebraska Access Technology Standards. See website at:

<http://www.nitc.state.ne.us/standards/accessibility/>

**STATE OF NEBRASKA  
STATE PURCHASING BUREAU**

**SCHEDULE OF EVENTS**

The State expects to adhere to the tentative procurement schedule shown below. It should be noted, however, that some dates are approximate and subject to change.

<b>ACTIVITY</b>		<b>DATE/TIME</b>
1	Release Invitation to Bid	August 3, 2015
2	Last Day to Submit Written Questions	August 12, 2015
3	State Responds to Written Questions Through an Addendum to be posted to the internet at: <a href="http://das.nebraska.gov/materiel/purchasing.html">http://das.nebraska.gov/materiel/purchasing.html</a>	August 13, 2015
4	Bid Opening Location: Nebraska State Purchasing Bureau 1526 K St. Suite 130 Lincoln, NE 68508	August 20, 2015

**WRITTEN QUESTIONS AND ANSWERS**

Any explanation desired by a bidder regarding the meaning or interpretation of any Invitation to Bid provision must be submitted in writing to the State Purchasing Bureau and clearly marked "ITB Number #5079 OF; Toshiba Phone System Equipment". It is preferred that questions be sent via e-mail to [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov). Questions may also be sent by facsimile to 402-471-2089, but must include a cover sheet clearly indicating that the transmission is to the attention of René A. Botts, showing the total number of pages transmitted, and clearly marked "ITB Number 5079 OF; Toshiba Phone System Equipment".

**Written answers will be provided through an addendum to be posted on the internet at <http://das.nebraska.gov/materiel/purchasing.html> on or before the date shown in the Schedule of Events.**

## **Toshiba Phone System Equipment Specifications 5079 OF**

### **SCOPE**

It is the intent of this Invitation to Bid (ITB) to solicit competitive bids to procure Toshiba Phone System Equipment per the attached specifications as a one-time purchase.

All items bid shall be of the latest manufacture in production as of the date of the Invitation to Bid and be of proven performance and under standard design, complete as regularly advertised and marketed. All necessary materials for satisfactory performance of the supplies shall be incorporated into the Toshiba Phone System Equipment whether or not they may be specifically mentioned below.

Complete specifications, manufacturer's descriptive literature and/or advertising data sheets with cuts or photographs may be required prior to an award and should be included with the bid on the IDENTICAL items proposed. Literature should be complete and the latest published. Any information necessary to show compliance with these specifications not given on the manufacturer's descriptive literature and/or advertising data sheets should be supplied in writing on or attached to the bid document. If manufacturer's specifications sheets, descriptive literature, advertising data sheets or information necessary to show compliance with these specifications is not supplied in writing on or attached to the bid document, the bidder will be required to submit requested information within three (3) business days of a written request. Failure to submit requested descriptive literature or advertising data sheets may be grounds to reject the bid.

### **NON-COMPLIANCE STATEMENT**

Read these specifications carefully. Any and all exceptions to these specifications must be written on or attached to quotation request. Any noncompliance may void your quotation. Non-compliance to any single specification can void your bid.

It is the responsibility of Bidders to obtain information and clarifications as provided below. The State of Nebraska is not responsible for any erroneous or incomplete understandings or wrongful interpretations of this Invitation to Bid by any Bidder.

No interpretation related to the meaning of bid specifications or other pre-bid documents will be made orally to any Bidder by the State of Nebraska. Any request for bid interpretation must be put in writing and faxed by the Bidder to: the State Purchasing Bureau, Fax (402) 471-2089 or e-mailed to AS Materiel Purchasing [as.materielpurchasing@nebraska.gov](mailto:as.materielpurchasing@nebraska.gov) by the last day to submit written questions that is specified in the Schedule of Events. (Inquiries received after the last day to submit written questions may not be addressed).

### **RIGHTS**

The State reserves the right to waive technicalities; reject any or all bids, wholly or in part; and to waive any deviations or errors that are not material, do not invalidate the legitimacy of the bid, and do not improve the bidder's competitive position. This purchase order may be awarded item-by-item, group of items, or total, to best serve the interest of the State of Nebraska. The State of Nebraska will be the sole judge of equivalence and any decision will be final. All awards will be made in a manner deemed in the best interest of the State.

## **SECRETARY OF STATE**

Contract or purchase order awards may be limited to bidders authorized to transact business in the State of Nebraska. All awarded bidders are expected to comply with all Nebraska Secretary of State registration requirements. It is the responsibility of the bidder to comply with any registration requirements pertaining to types of business entities (e.g. person, partnership, foreign or domestic limited liability company, association, or foreign or domestic corporation or other type of business entity). The bidder who is the expected recipient of an award recommendation will be required to certify that it has so complied and produce a true and exact copy of its current (dated within 90 days), valid Certificate of Good Standing or Letter of Good Standing; or in the case registration is not required, to provide, in writing, the reason as to why none is required. This must be accomplished prior to the award of the contract or purchase order. Further, all bidders shall comply with any and all other applicable Nebraska statutes regarding transacting business in the State of Nebraska. In order to expedite the award process, bidders are encouraged to submit their valid Certificate of Good Standing or Letter of Good Standing with their bid.

## **AWARD**

All purchases, leases, or contracts which are based on competitive bids will be awarded to the lowest responsible bidder, determined according to the provision of State Statute Section 81-161, R.R.S 1943. The State reserves the right to reject any or all bids, wholly or in part and to waive any deviations or errors that are not material, do not invalidate the legitimacy of the bid and do not improve the bidder's competitive position. All awards will be made in a manner deemed in the best interest of the State.

## **BREACH OF CONTRACT**

If the Contractor breaches this Contract, the State of Nebraska may, at its discretion, terminate the Contract immediately upon written notice to the Contractor. The State of Nebraska shall pay the Contractor only for such performance as has been properly completed and is of use to the State of Nebraska. The State of Nebraska may, at its discretion, contract for provision of the goods or services required to complete this Contract and hold the Contractor liable for all expenses incurred in such additional contract over and above the total cost of performance. This provision shall not preclude the pursuit of other remedies for breach of contract as allowed by law.

## **TAXES**

The State is not required to pay taxes of any kind and assumes no such liability as a result of this solicitation. Any property tax payable on the contractor's equipment which may be installed in a state-owned facility is the responsibility of the contractor.

## **PRICES**

Price quoted shall be unit price and shall be firm from date of an award and are to be net; including transportation and delivery charges fully prepaid by the bidder F.O.B. Destination as specified. No additional charges will be allowed for packing, handling, fuel surcharge, or partial delivery costs. Contract supplier or suppliers may honor pricing and extend the contract to political sub-divisions, cities, and counties. Terms and conditions of the contract must be met by political sub-divisions, cities, and counties.

## **QUALITY**

Product quality must meet specifications and be consistent for the term of the contract. A guarantee of satisfactory performance by the supplier and meeting delivery dates are considered to be an integral part of the purchase contract resulting from this bid invitation. All materials must be of first quality, under standard production by the manufacturer and be of standard design, complete as regularly advertised and marketed and be of proven performance. Products are to be fully guaranteed and may be returned for full credit or replacement (at the State's option) for any reason during the initial warranty period with no additional charges for shipping or restocking.

**GRAY MARKET PRODUCTS PROHIBITION**

The State of Nebraska will not accept Gray Market Products for this solicitation. Gray Market is defined as the trade of a commodity through distribution channels which, while legal, are unofficial, unauthorized, or unintended by the original manufacturer. Gray Market items are not designed to be sold in a particular market and cannot be supported by the authorized importer because of various reasons.

**AUTHORIZED DEALER AND WARRANTY**

To the extent required by the manufacturer, the Bidder shall be an authorized dealer. Bidder may be required to substantiate that he/she is an authorized dealer. Proof, if required, must be submitted to the State Purchasing Bureau within three (3) days of the request and prior to the award of any contract. The terms of the original manufacturer's standard warranty shall apply to all equipment acquired from this solicitation for the entire warranty period.

**WARRANTY**

Contractor must warrant the average life expectancy supplies hereunder to be not less than that stated in the manufacturer's price list and agree to replace, without cost, all supplies failing to meet this requirement, except where the reduced life is due to conditions beyond the control of the contractor. Defective parts or those damaged in shipment must be replaced by the contractor at no charge to the State of Nebraska. The manufacturer's standard warranty shall apply and be in effect for at least one year from the date the equipment was placed in service.

**SUBSTITUTIONS**

Vendor will not substitute any item that has been awarded without prior written approval of State Purchasing Bureau.

**DELIVERY**

Delivery desired within 45 days after receipt of order.

Deliveries are to be made to the ATTN of Alicea McCluskey at the Department of Roads, 5001 S 14<sup>th</sup> Street, Lincoln, Nebraska 68509-4759. Dock hours are 7:00AM - 4:30PM, Monday through Friday (excluding State holidays and / or as otherwise directed).

At the time of delivery, a designated State of Nebraska employee will sign the "invoice/packing slip." This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.

**PACKAGING**

Cartons are to be clearly marked with size, weight, color, quantity, and the purchase order number. Cartons must be of suitable size and of sufficient strength to protect the contents during shipping, handling and storage.

**PAYMENT**

Payment will be made in conjunction with the State of Nebraska Prompt Payment Act §81-2401 through 2408. Payment shall be within 45 days of receipt of service or invoice, whichever is received later. Payment will be made by the responsible agency in compliance with the State of Nebraska Prompt Payment Act (See Neb. Rev. Stat. §81-2401 through 81-2408). The State may require the contractor to accept payment by electronic means such as ACH deposit. In no event shall the State be responsible or liable to pay for any services provided by the contractor prior to the Effective Date, and the contractor hereby waives any claim or cause of action for any such services.

**ACCEPTABLE BRANDS**

**Products bid must be the brand AND model numbers as specified on each line of the Bid Document. The State of Nebraska will not be accepting alternatives to the brands specified.** Toshiba Phone System Equipment bid shall be the latest current models in production as of the date of the invitation to bid and be of proven performance and under standard design, complete as regularly advertised and marketed and shall be delivered complete with all necessary parts, specified accessories, tools, and special features, whether or not they may be specifically mentioned below. Used, demonstrator, prototype, or discontinued equipment is not acceptable. Complete specifications, manufacturer's descriptive literature and/or advertising data sheets with cuts or photographs may be required prior to an award and should be included with the bid on the IDENTICAL equipment proposed. Literature should be complete and the latest published. Any information necessary to show compliance with these specifications not given on the manufacturer's descriptive literature and/or advertising data sheets should be supplied in writing on or attached to the bid document. Toshiba Phone System Equipment bid must meet or exceed the following requirements.

## Toshiba Phone System Equipment Bidder Instructions 5079 OF

### BIDDER INSTRUCTIONS

***Bidder must respond to each of the following statements.*** Specifications listed are minimum conditions that must be met in order for a bidder to qualify for the award. A “YES” response means the bidder guarantees they can meet this condition. A “NO” response means the bidder cannot meet this condition and will not be considered. “NO & PROVIDE ALTERNATIVE” responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the bidder’s ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether or not the vendor’s alternative is an acceptable alternative.

YES	NO	NO & PROVIDE ALTERNATIVE	1. Toshiba Phone System Equipment to include:
			A. (2) ABCT1A-3M - Backup Battery Cables
			B. (1) ABCS1A – Backup Battery Chargers
			C. (1) BCOCIU1A/BCOCIS1A – CO line Capacity Cards
			D. (1) ACTU3A/CHSUB112A2 – PBX Phones
			E. (1) BCTU2A/CHSUB672A+PS – PBX Phones
			F. (13) KM5020: Digital Phones
			G. (3) GCDU2A – Digital Ports
			H. (1) RCOU3A/RCOUS3A – CO Line Capacity Port Cards
			I. (2) BWDKU1A – Digital Ports
			J. (2) BSTU2A – Analog Ports
			K. (2) LVMU1A – VM Port Card
			L. (2) RCOU3A – CO Line Capacity Port Cards
			M. (3) BDKU1A – Digital Ports
			N. (3) DP5130-SDL – Digital Phones
			O. (8) DP5032-SD – Digital Phones
			P. (14) CIX40VMPKG – PBX Phones
			Q. (14) GSTU1A – Analog Ports
			R. (14) HPFB-6 – Battery Backup
			S. (16) DKT2404-DECT – Digital Cordless Phones
			T. (167) DP5022-SD – Digital Phones
<b>Description (as applicable)</b>			
<b>NOTES/COMMENTS:</b>			

YES	NO	NO & PROVIDE ALTERNATIVE	2. AUTHORIZED TOSHIBA DEALER
			A. Bidder is authorized Toshiba Dealer.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	3. SECRETARY OF STATE REGISTRATION REQUIREMENTS *Prior to contract award and/or upon request of SPB, potential award recipient(s) will be asked to certify compliance with Nebraska Secretary of State Registration by providing a true and exact copy of current (dated within 90 days) valid Certificate of Good Standing or Letter of Good Standing.
			<p>A. Bidder is a SOLE PROPRIETORSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required). If the Bidder is an Individual or Sole Proprietorship, the following applies:</p> <ol style="list-style-type: none"> <li>The Bidder must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at: <a href="http://das.nebraska.gov/materiel/purchasing.html">http://das.nebraska.gov/materiel/purchasing.html</a> .  The completed United States Attestation Form should be submitted with the Invitation to Bid response.</li> <li>If the Bidder indicates on such attestation form that he or she is a qualified alien, the Contractor agrees to provide the US Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.</li> <li>The Bidder understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. §4-108.</li> </ol>
			B. Bidder is a GENERAL PARTNERSHIP (in which case, no Letter of Good Standing/Certificate of Good Standing is required).
			C. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>is provided</b> within bid submission documents.
			D. Bidder is a FOREIGN or DOMESTIC CORPORATION or BUSINESS and a copy of current Letter of Good Standing/Certificate of Good Standing from the Nebraska Secretary of State <b>will be provided</b> in a timely manner upon request prior to award.
NOTES/COMMENTS:			

YES	NO	NO & PROVIDE ALTERNATIVE	4. BID COMPLIANCE
			A. Specifications have been fully read and fully understood. Any exceptions have been written on the bid or attached.
<b>NOTES/COMMENTS:</b>			

ITB 5079 OF, Toshiba Phone System for NDOR, By Location  
Attachment 2

Building Number	Part Number	Quantity
50405	CIX40VMPKG	1
50405	DKT2404-DECT	1
50405	DP5022SD	14
50405	GCDU2A	1
50405	GSTU1A	1
50405	HPFB-6	1
50405	KM5020	1
50601	CIX40VMPKG	1
50601	DKT2404-DECT	1
50601	DP5022SD	5
50601	DP5032SD	1
50601	GSTU1A	1
50601	HPFB-6	1
50902	CIX40VMPKG	1
50902	DKT2404-DECT	1
50902	DP5022SD	7
50902	DP5032SD	1
50902	GSTU1A	1
50902	HPFB-6	1
51401	CIX40VMPKG	1
51401	DKT2404-DECT	1
51401	DP5022SD	5
51401	DP5032SD	1
51401	GSTU1A	1
51401	HPFB-6	1
52701	CIX40VMPKG	1
52701	DKT2404-DECT	1
52701	DP5022SD	5
52701	DP5032SD	1
52701	GSTU1A	1
52701	HPFB-6	1
60101	ABCT1A-3M	1
60101	BDKU1A	3
60101	BSUT2A	2
60101	BCTU2A/CHSUB672A+PS	1
60101	DKT2404-DECT	1
60101	DP5022SD	34
60101	DP5130SDL	3
60101	KM5020	6
60101	LVMU1A	1
60101	RCOU3A	2
60303	ABCS1A	1
60303	ABCT1A-3M	1

ITB 5079 OF, Toshiba Phone System for NDOR, By Location  
Attachment 2

Building Number	Part Number	Quantity
60303	BCOCIU1A/BCOCIS1A	1
60303	BWDKU1A	2
60303	ACTU3A/CHSUB192A-CHSUB112A2	1
60303	DKT2404-DECT	1
60303	DP5022SD	25
60303	KM5020	2
60303	LVMU1A	1
60303	RCOU3A/RCOUS3A	1
61302	CIX40VMPKG	1
61302	DKT2404-DECT	1
61302	DP5022SD	6
61302	GSTU1A	1
61302	HPFB-6	1
61702	CIX40VMPKG	1
61702	DKT2404-DECT	1
61702	DP5022SD	6
61702	DP5032SD	1
61702	GSTU1A	1
61702	HPFB-6	1
61702	KM5020	1
62101	CIX40VMPKG	1
62101	DKT2404-DECT	1
62101	DP5022SD	6
62101	DP5032SD	1
62101	GSTU1A	1
62101	HPFB-6	1
62702	CIX40VMPKG	1
62702	DKT2404-DECT	1
62702	DP5022SD	7
62702	GSTU1A	1
62702	HPFB-6	1
62702	KM5020	1
62904	CIX40VMPKG	1
62904	DKT2404-DECT	1
62904	DP5022SD	7
62904	DP5032SD	1
62904	GSTU1A	1
62904	HPFB-6	1
63203	CIX40VMPKG	1
63203	DKT2404-DECT	1
63203	DP5022SD	13
63203	DP5032SD	1
63203	GSTU1A	1

ITB 5079 OF, Toshiba Phone System for NDOR, By Location  
Attachment 2

<b>Building Number</b>	<b>Part Number</b>	<b>Quantity</b>
63203	HPFB-6	1
63203	KM5020	1
67301	CIX40VMPKG	1
67301	DKT2404-DECT	1
67301	DP5022SD	7
67301	GSTU1A	1
67301	HPFB-6	1
72801	CIX40VMPKG	1
72801	DKT2404-DECT	1
72801	DP5022SD	6
72801	GSTU1A	1
72801	HPFB-6	1
81404	CIX40VMPKG	1
81404	DKT2404-DECT	1
81404	DP5022SD	14
81404	GCDU2A	1
81404	GSTU1A	1
81404	HPFB-6	1
81404	KM5020	1