

United States Bankruptcy Court

**Open Market  
Request for Quotations (Products/Services)  
Lowest Price, Technically Acceptable**

***Request for Quotation***

RFQ Number: USBC FY 12 (01)  
Request Date: 08/07/12

To: Prospective Vendor

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**Special Notes:**

This is a request for **Open Market Pricing**.

All items should be quoted **F.o.b. Destination**

Quotes may be faxed or e-mailed to the below listed address by **Friday, August 24, 2012 at 12:00 noon** local time. However, hand carried quotes are to be delivered by the same time at

U.S. Bankruptcy Court  
301 U.S. Courthouse  
300 South Fourth Street  
Minneapolis, MN 55415  
Attn: Dave Conn

**Please submit a quotation based on the attached specification and by using the attached quote sheet.**

**A fixed price award from this RFQ will be made based on the lowest priced, technically acceptable offer.**

Quotes and questions concerning this RFQ should be addressed to Dave Conn at

U.S. Bankruptcy Court  
301 U.S. Courthouse  
300 South Fourth Street  
Minneapolis, MN 55415  
Attn: Dave Conn  
[Dave\\_conn@mn.uscourts.gov](mailto:Dave_conn@mn.uscourts.gov)  
(612) 664-5233  
FAX (612) 664-5303

The **Delivery Address** for this purchase will be:

U.S. Bankruptcy Court  
301 U.S. Courthouse  
300 South Fourth Street  
Minneapolis, MN 55415  
Attn: Dave Conn

Delivery is required no later than 10/30/2012

Sincerely,

David R. Conn  
Contracting Officer

Attachment

Quote Sheet for RFQ Number: USBC FY 12 (01)

Item No.	Description	Quantity	Unit	Unit Price	Extended Price
1	Conference Room A/V System per the attached specifications	1	EA		
2					
				<b>TOTAL</b>	

\_\_\_\_\_  
Vendor's Name

\_\_\_\_\_  
Vendor's Phone Number/fax number/e-mail address

\_\_\_\_\_  
Vendor's Street Address

\_\_\_\_\_  
Vendor's City, State, and Zip Code

\_\_\_\_\_  
Signature of Person Authorized to Sign Quote

\_\_\_\_\_  
Date

\_\_\_\_\_  
DUNS Number

\_\_\_\_\_  
Printed or Typed Name of Signator

Discount Terms or Net 30?

**PURCHASE ORDER TERMS AND CONDITIONS**  
**Provisions and Clauses**

**1) Provision B-1, Solicitation Provisions Incorporated by Reference (SEP 2010)**

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>

**1) Clause B-5, Clauses Incorporated by Reference (SEP 2010)**

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>

(end)

**2) The following clauses are included by reference:**

**Clause 3-3, Provisions, Clauses, Terms and Conditions - Small Purchases (JUN 2012)**

**3) Provision 3-5, Taxpayer Identification and Other Offeror Information (APR 2011)**

(a) *Definitions.*

“Taxpayer Identification (TIN),” as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a social security number or an employer identification number.

(b) All offerors shall submit the information required in paragraphs (d) and (e) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror’s relationship with the government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to payment recording requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror’s TIN.

(d) *Taxpayer Identification Number (TIN):* \_\_\_\_\_

- TIN has been applied for.
- TIN is not required, because:
- Offeror is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;
- Offeror is an agency or instrumentality of a foreign government;
- Offeror is an agency or instrumentality of the federal government.

(e) *Type of organization:*

- sole proprietorship;
- partnership;
- corporate entity (not tax-exempt);
- corporate entity (tax-exempt);
- government entity (federal, state or local);
- foreign government;
- international organization per 26 CFR 1.6049-4;
- other \_\_\_\_\_.

(f) *Contractor representations.*

The offeror represents as part of its offer that it is  , is not,  51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

- Women Owned Business
- Minority Owned Business (if selected, then one sub-type is required)
  - Black American
  - Hispanic American
  - Native American (American Indians, Eskimos, Aleuts, or Native Hawaiians)
  - Asian-Pacific American (persons with origins from Burma, Thailand, Malaysia, Indonesia, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)
  - Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)
  - Individual/concern, other than one of the preceding.

(end)

*(The contracting officer will attach any other applicable standard judiciary provisions or clauses. The contracting officer will not include provisions or clauses which are already in the Clause 3-3. CO Note: Before including additional provisions or clauses refer to the Guide, Volume 14, [Appendix 1C](#) to determine, if the provision or clause can be included by reference or must be included in full text. If additional provisions are included by reference, then B-1 also must be included.)*

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# Request for Quotation



## **United States Bankruptcy Court District of Minnesota**

### **Conference Room Audio Visual System**

**August 7, 2012**

## **Scope of Work/Specifications**

A multi-media audio/video presentation system in the Conference Room within US Bankruptcy Court' Minneapolis, MN facility.

### **Video System**

- Provide and install wall-mount a 1080p (1920 x 1080) resolution, 80" commercial LCD monitor. Or Equilavent
  - A tilt adjustable wall-mount bracket will be utilized.
- The video sources include:
  - An (owner provided) laptop PC.
    - The laptop PC will connect via an in-wall interface plate and will be installed at outlet height, to the left of the screen.
    - The supported connections include:
      - ✓ Analog VGA (HD15)
      - ✓ Stereo audio (3.5mm)
      - ✓ HDMI
  - A high-definition video teleconference (VTC) system, which includes:
    - A videoconference codec will be installed within the equipment rack.
    - A pan/tilt/zoom (PTZ) camera will be wall-mounted above the monitor.
    - Multipoint calling capable of content sharing from the user's laptops.
    - A one (1) year Polycom total coverage premier service package, which includes:
      - Next day replacement parts
      - 24/7 test sites
      - Software upgrades and updates
      - Unlimited training
    - Eight (8) wireless tabletop omni-directional microphones will be used during video conference calls.

## **Audio System**

- The program audio is supported by an installed audio system, which includes:
  - A rack-mounted automatic audio matrix mixer with multi-channel echo cancellation, DSP noise reduction.
  - An audio power amplifier
  - Eight (8) loudspeakers, which are flush-mounted in the lay-in ceiling tiles.
- The audio sources include:
  - All video sources listed, above.

## **System Control**

- An integrated control system with wireless color touch panel and in-wall docking station will provide reliable, intuitive system control.
- The controlled functions include:
  - System on/off
  - Source selection
  - Volume control
  - Video teleconference control

## **Equipment Storage**

- Provide an EIA compliant 19" AV equipment rack, which will be installed within a location TBD.
  - Exact dimensions are TBD.
  - Adequate ventilation for the AV equipment is required.



## **Architectural & Electrical Specifications**

- 120VAC duplex outlets and hardwired connections may be required at the AV equipment locations.
- All data, phone cabling, and jacks are supplied, installed, and terminated by another.
  - One (1) network connection is required at the equipment rack location.
  - One (1) network connection is recommended near the laptop PC interface location.

# Equipment Specification

All Equipment specified may be substituted with an equivalent. Substitutions must be approved in advance.

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**Qty. Equipment**

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**Display Components**

- 1 Sharp 80" LED-LCD Monitor (or equivalent)
- 1 Sharp Additional Two (2) Year Warranty (Three (3) Year Total)
- 1 Chief Tilting Wall-Mount
- 1 Crestron Digital Media Matrix Switcher/Control System
- 1 Crestron 8G HDMI/VGA Wall Plate
- 1 Crestron 8G Receiver

**Audio System Components**

- 8 Soundtube In-Ceiling Loudspeakers
- 1 Biamp Microphone Mixer/DSP
- Revolabs Eight (8) Channel Wireless Microphone Receiver w/Three (3) Year Service Plan
- 1 Year Service Plan
- 8 Revolabs Tabletop Wireless Omni-Directional Microphone
- 1 Crown 80w Amplifier

**Control System Components**

- 1 Crestron Isys® 5.7" Wall-Mount Wireless Touch Panel
- 1 Crestron High Powered RF Gateway, includes PW-1205
- 1 BTX Netgear ProSafe Desktop Eight (8) Port Switch

**Video Conference Components**

- 1 Polycom HDX7000 Codec & Camera
- 1 Polycom Wall-Mount Camera Shelf
- 2 Polycom DB9 & 5BNC Breakout
- 1 Polycom Camera Power Supply
- 1 Polycom Power Cord
- 1 Polycom Multipoint Software
- 1 Polycom One (1) Year Service Package

**Allowances**

- 1 Rack & UPS Allowance
- 1 Cable & Connector Allowance
- Misc Installation Materials, Shop Supplies, Etc

**Equipment Subtotal:** \_\_\_\_\_

**Design and Installation Labor Subtotal:** \_\_\_\_\_

**US Bankruptcy Court – Minneapolis – Total :** \_\_\_\_\_

## **Terms, Conditions and Warranties**

- 1) Contractor will be responsible for any damage to equipment or to the customer premises caused by any acts or omissions by employees and or its subcontractors' employees.
- 2) Contractor warrants that at the completion of the installation, the system shall conform in all material respects, to the written scope of work, approved by the customer.
- 3) Contractor warrants its installation of equipment, sold against defects in workmanship and materials for a period of one year, commencing on the date of the last day of installation labor, under this agreement, excluding any punch list items, hereinafter the warranty date.
- 4) Contractor warrants the installed equipment shall be free of defects in workmanship, under normal use and service maintenance, as per manufacturers' warranties. The customer shall notify Contractor of any alleged defect with the equipment, within ten (10) days of discovery and shall identify such defect, in such a manner and provide such documentation, thereof as the manufacturer of the equipment, may reasonably request. For a period of one year, from the warranty date, Contractor shall provide its labor, free of charge to de-install or re-install defective equipment that is being repaired or replaced, under the manufacturer's warranty. This free labor, does not apply to replacement of lamps or other consumable items.
- 5) This proposal shall include one training session. The Court will select appropriate personnel to receive training. Contractor designated personnel, will perform training based on a mutually agreed upon training schedule.
- 6) Contractor must grant the Court the right to the perpetual use of the provided control systems programming code.