



Department of Finance
Procurement Services

REQUEST FOR STANDING
OFFER

Tender Number: 5176

Closing Date: 15-January-2019

Closing Time: 12:00PM AST

P.E.I. Law Courts Videoconference Equipment- Department of Justice and Public Safety

1. Check for changes to this request

Before submitting this proposal, visit the Procurement website www.princeedwardisland.ca/en/tenders to see if any Addenda detailing changes have been issued on this tender. Changes may be posted up until the tender closing time. It is your responsibility to acknowledge and take into account **ALL ADDENDA**.

2. Give your business information (please print)

Name of Company: _____
(If you are not a registered company, give your name)

Street Address: _____

City: _____ Province: _____

Postal Code: _____ Email Address: _____

Mailing Address (if different): _____

Phone Number: _____ Fax Number: _____

HST/GST Registration Number (BN): _____ (leave blank if NOT applicable)

3. Review the following documents, which will form part of your proposal

All documents can be found on the Procurement Services website at www.princeedwardisland.ca/en/tenders.

- **Atlantic Standard Terms and Conditions**
 - **Applicable Trade Agreements**
 - **This tender opportunity is issued in accordance with the provisions of the Atlantic Procurement Agreement and the Agreement on Internal Trade. Vendors are encouraged to read the Atlantic Provinces Standard Terms and Conditions, prior to submitting any bid.**
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4. Additional Information

- Prices are to be in Canadian Funds.
- Price to include: Freight & Delivery.
- **It is the intention of the Province to award the item(s) listed in this tender to one (1) vendor.**
- The results of this tender shall be open to all Government Departments, Crown Corporations, Agencies, Boards and Commissions including the Broader Public Sector as described in the Atlantic Standard Terms and Conditions (MASH Sector).
<http://www.atlanticsuppliers.ca/acts-regulations/atlantic-provinces-standard-terms-and-conditions-goods-and-services/>
- Vendors are advised that all documents forming part of the RFSO process, including all submitted proposals, are subject to the *Freedom of Information and Protection of Privacy Act* R.S.P.E.I. 1988, Cap. F-15.01 (“FOIPP”). A copy of FOIPP is available at:
<https://www.princeedwardisland.ca/en/legislation/all/all/a>

5. Give your delivery and payment terms

Delivery Required by:		Goods will be delivered by:	
Delivery Location:			
FOB:	Destination <input type="checkbox"/>	Other <input type="checkbox"/>	(Please Specify) _____
Payment Terms:	Net 30 <input type="checkbox"/>	Other <input type="checkbox"/>	(Please Specify) _____

6. Acknowledge receipt of addenda (if any)

ADDENDUM	SIGNATURE
Addendum #1	
Addendum #2	
Addendum #3	

Were there more than three addenda for this proposal? YES NO

Indicate the number of additional addenda you have received.

Please sign indicating that you acknowledge the additional addenda noted above _____

7. Sign your Proposal

I confirm that the information I provided on this proposal is complete and accurate and that I am authorized to sign on behalf of the company.

Name (please print): _____ Position or Title: _____

Signature: _____ Date: _____

8. Submit Proposal To:

PROCUREMENT SERVICES

95 Rochford Street
2nd Floor South, Shaw Building, Room 27
Charlottetown, PE, C1A 7N8
Telephone: (902)368-4040
Fax: (902)368-5171

When submitting your bid to the above address, please ensure your company name and tender number are clearly marked on the outside of the envelope.

Acceptable methods to submit your bid; courier, mail, hand deliver and fax.

E-mail submissions are not accepted.

9. CONTACT INFORMATION

About the good or service:

Name: Kerrilee MacConnell
Phone: 902-368-6005
E-mail: kdmacconnell@gov.pe.ca

About the procurement process:

Procurement Officer: Melanie Barlow
Phone: 902-368-4042
E-mail: mcbarlow@gov.pe.ca

**10. Fill in your unit price, extended price, and total price of all items
Quote prices in Canadian dollars, before taxes.**

Line	Quantity	Description	Unit Price	Extended Price
1	1	Videoconference		
2	1	Polycom		
3	1	Warranty		
4	1	Lectrosonic		
5	1	60" LED TV		
6	1	55" LED TV		
7	1	Crestron Video Control Package		
8	1	Extron HAI 100 4K		
9	1	Extron DMP64 PRODSP		
10	1	Programming		
11	1	TV Mount 1		
12	1	TV Mount 2		
13	1	TV Mount 3 *		
14	1	Smart Board		
15	1	Smart Board Cart		
16	1	Furniture		
17	1	Accessory 1		
18	1	Accessory 2		
19	1	Crestron		
20	1	Labor and travel Rates		
			Total	

APPENDIX A - TENDER SPECIFICATIONS:

Standing offer pricing to be in effect for 1 year from award date with options to extend for 2 additional years in 1 year increments.

Videoconference – Enterprise-grade video conferencing, voice and collaboration equipment. Specifications to meet or exceed existing SONY PCS-XG80/100 solution throughout the courts (req'd 2 LAN ports).

Polycom –Polycom Real Presence Group 300-720P: Group 300 HD Codec, EagleEyeIV-4x camera, mic array, universal remote, NTSC/PA or equivalent equipment

Warranty – Extended Warranty for videoconference equipment (codecs).

Lectrosonic – LECTROSONICS (DMTH4) Digital Telephone Hybrid Interface

60” LED TV – flat screen TV, minimum 2 x HDMI inputs, VGA and AUDIO (PC) input

55” LED TV – flat screen TV, minimum 2 x HDMI inputs, VGA and AUDIO (PC) input

Crestron Video Control Package – Crestron Complete Audio Video Control Package "Touch Screen" compatible with SONY HD System (PCS-XG80/100) for Courtroom Includes Crestron TSW-750-B-S Touch Panel, Crestron RMC3 Processor, Crestron CEN-SW-PEI-5 Power Source or equivalent equipment compatible with Sony PCS XG-80/100 Codecs.

Extron HAI 100 4K - audio embedder that embeds either two-channel analog audio, or S/PDIF digital audio in two-channel or multi-channel formats onto the HDMI output signal.

Extron DMP64 PRODSP - Digital Matrix Processor is a 6x4 audio mixer featuring Extron ProDSP™, a powerful digital signal processing platform for audio signal routing and control.

Programming – Programing required for Crestron Video Control Package (line item 6 above) and/or Extron audio Embedder and DSP (line items 7 & 8) to work with existing Sony PCS XG-80/100 Codecs.

TV Mount 1 - Grommet Mount for Flat Panel Display – up to 40" Screen Support (Mounting plate for video conference camera to be included) - Steel – Black

TV Mount 2 - Full Motion LED TV Wall Mount, +5 to -15 degree, Left to Right 90 degree, Level Adjust +3 to -3 degree Integrated Cable Management Maximum Extend from the Wall.

TV Mount 3 - 37-60inch LCD display Stand, Floor Stand w/ TV and camera mount.

- * Actual model may require site inspection due to space limitations where TV is to be mounted. Other options may be considered.

Smart Board – Wireless screen-sharing to allow for collaborative exchange of information from more than one user. Ability to print hard copy of subject matter on smart board.

Smart Board Cart – Mobile cart to support Smart Board and related equipment for ease of transport between courtrooms.

Furniture – Video conference cart for 32” to 60” monitors.

Accessory 1 - Accessories to support Camera and codec

Accessory 2 – Accessories to support Keyboard and PC.

Crestron – HD-MD-400-C-E, HD Scaling AUTO-Switcher & Extender

Labor and travel rates relating to onsite support & maintenance, including integration of equipment to existing video conferencing solution subject to timeline of standing offer.

Vendor who is awarded tender must provide professional services which includes, but is not limited to, providing an end to end solution, including design, integration and support, that is compatible with the courts current system.

Please provide 1-3 references for professional services at time of submission.

Once awarded, equipment purchased for this fiscal year will have be delivered to site prior to March 31st, 2019.
