



INVITATION TO BID

BID #2010-38 COMPUTER TECHNOLOGY EQUIPMENT

The City of Edinburg, Texas is soliciting sealed separate bids for the above referenced as requested by the Information Technology (IT) Department. The bid shall be received no later than **3:00 p.m., Monday, January 11, 2010**. Any bid received after the time set for opening will be returned to bidder unopened. Bidder(s) must provide an original and shall be addressed to:

**CITY OF EDINBURG
C/O CITY SECRETARY
415 W. UNIVERSITY DRIVE
P.O. BOX 1079
EDINBURG, TEXAS 78540-1079**

Bids must be submitted in an envelope sealed with tape and prominently marked on the lower left hand corner of the bid envelope with corresponding bid number and title. All bids will be opened and publicly read aloud at the above designated time at the City of Edinburg (New City Hall) Conference Room, 1st Floor, located at 415 W. University Drive, Edinburg, Texas. Bids sent via facsimile shall not be accepted.

The City of Edinburg reserves the right to accept or reject bids submitted, waive formalities in bidding, accept the bid deemed most advantageous to the City of Edinburg, and to hold the bids for a period of ninety (90) days without taking action thereon. If you have any questions or require additional information regarding this bid, please contact Mr. Ben Arjona, IT Coordinator, at (956) 388-8201.

If you choose not to submit a bid and would like to remain on the City of Edinburg bidder's list for future bids, you must respond in writing.

Sincerely,


for Lorena Fuentes, Purchasing Agent



**210 W. McIntyre • P.O. Box 1079 • Edinburg, Texas 78540
Phone (956) 383-5661 • Fax (956) 383-7111**



INVITATION TO BID

ASSIGNED BID NO.: 2010-38

BID TITLE: Computer Technology Equipment

CLOSED DATE & TIME: Monday, January 11, 2010 @ 3:00pm SPECIFICATIONS ATTACHED XX

DELIVER SEALED BID TO: CITY OF EDINBURG ADDENDUM ONLY _____
C/O CITY SECRETARY
415 W. UNIVERSITY DRIVE
P.O. BOX 1079
EDINBURG, TEXAS 78540

Quotations are requested for furnishing materials or services described below in accordance with terms set forth herein.

ITEM	QUANTITY	DESCRIPTION OF GOODS OR SERVICES	UNIT PRICE	AMOUNT
1	21	Computers (See Specifications)	\$ _____	\$ _____
2	1	Computer/Workstation (See Specifications)	\$ _____	\$ _____
3	1	Computer/Workstation (See Specifications)	\$ _____	\$ _____
4		Shipping	\$ _____	\$ _____
GRAND TOTAL				\$ _____
<p>Note: The City reserves the right to accept or reject bids submitted, waive formalities in bidding, consider each item submitted as a separate bid, award all or individually, whichever may be more advantageous to the City, and to hold the bids for a period of ninety (90) days without taking action thereon. The City reserves the right to increase or decrease quantities, depending on availability of funds.</p>				

GENERAL CONDITIONS & INSTRUCTIONS – READ CAREFULLY

1. The bids must be submitted on this form only.
2. The City reserves the right to accept or reject any or all bids, waive formalities, and accept the bid deemed most advantageous to the City.
3. The City reserves the right to award the bid to the lowest responsible bidder.
4. Prices must be itemized.
5. All quotations must be F.O.B. Edinburg and include all costs for delivery and packaging.

Delivery time shall be specified by the bidder. Failure to state a firm delivery date will make an incomplete bid. Delivery time will be one of the determining factors in selecting the best bid. However, if the delivery time is not met when stated, upon notification of the same, the City may allow a ten-day grace period for delivery. If delivery is not met after the ten-day grace period allowed, the City of Edinburg reserves the right to completely cancel order and to revoke and render void the purchase order previously issued for same.

6. In cases of discrepancy between the unit price and the extension, the unit price will be taken.
7. All bids must be signed by an authorized representative.
8. Envelope containing this bid **must** be marked with **Bid No. and Bid Title** from Page 1 and sealed with tape.
9. Bid guarantee (if applicable) must be submitted with bid.
10. Any bid received after the time set for opening will be returned to bidder unopened.
11. This bid tabulation shall constitute a binding contract subject to acceptance by the City.
12. Special reference is made to bid specifications (if attached) for other conditions and instructions.
13. Failure to adhere or comply with the above general conditions and instructions will cause the bid to be rejected.
14. Bidders are advised that in addition to local bids received, the City participates in Texas Cooperatives that comply with the bidding requirements of the State of Texas; therefore, the City will include State Cooperative pricing to determine the selection of bid award that is most advantageous to the City.
15. No citizen or business shall be qualified to submit competitive bids for city purchases or improvements if it has a substantial delinquency to the City, including taxes, utility bills, or rental obligations, or has pending litigation against the City.

In compliance with the invitation for bid, and subject to all conditions thereof, the undersigned offers, and agrees, if this bid be accepted within 90 days from **time of closing**, to furnish any or all of the items or render such services upon which prices are quoted in accordance with the bid specifications applying, and at the price set opposite each item.

For bid inquiries, please call the Purchasing Agent at (956) 388-1895, Ext. 8972.

DATE: _____

BID PRICE: _____

DELIVERY DATE: _____

BIDDER NAME: _____

AUTHORIZED SIGNATURE: _____

TITLE: _____

MAILING ADDRESS: _____

TELEPHONE NO.: _____

E-MAIL ADDRESS: _____

FEDERAL ID #: _____

Computer Equipment Specs

21 Computers must be name brand computers such as Dell, HP, IBM, or approved equal

Base Unit:	Small Form Factor Base
Processor:	Pentium Dual Core (Core 2 Duo) E8400, 6M, 133FSB or better
Memory:	4.0 GB, Non-ECC, 800 MHz DDR2 4X1 GB,
Keyboard:	USB Keyboard must be the same brand as computer
Monitor:	Wide 20 inch Flat Panel, 20 Inch Viewable Image Size Must be same brand as computer
Network	Built-in 100/1000 Ethernet Card
Video Card:	Integrated Video, GMA 4500 or better
Hard Drive:	250 GB SATA 3.0 Gb/s and 8MB Data Burst Cache
Operating System:	Windows 7 Professional Downgrade to XP Professional SP3, with Windows 7 Media and license
Mouse:	USB 2 button mouse with Scroll, same brand as computer
DVD-ROM:	8X DVD+/-RW, slim line (internal) same brand as computer Cyberlink Power DVD and Roxio Creator with media
Sound Card:	Integrated sound card
Speaker:	Internal chassis speaker only
Software:	Microsoft Office 2007 and Adobe Acrobat 9.0 Standard Edition. Software must be installed and media must be included.
Warranty:	Three year On-Site Next Day Parts and Labor Warranty

1 Computer/ Workstation must be name brand computers such as Dell, HP, IBM, or approved equal

Base Unit:	Mini-Tower Chassis
Processor:	Intel Core2 Quad Q8400 2.66 GHz/1333MHz/4mb or better
Memory:	4.0 GB, Non-ECC, 800 MHz DDR2 4X1 GB,
Keyboard:	USB Keyboard must be the same brand as computer
Monitor:	Wide 20 inch Flat Panel, 20 Inch Viewable Image Size Must be same brand as computer
Network	Built-in 100/1000 Ethernet Card
Video Card:	Dual 512 PCIe ATI Fire GL V7700, Dual Monitor DVI Capable (or better)
Hard Drive:	250 GB SATA 3.0 Gb/s and 8MB Data Burst Cache
Operating System:	Windows 7 Professional Downgrade to XP Professional SP3, with Windows 7 Media and license
Mouse:	USB 2 button mouse with Scroll, same brand as computer
DVD-ROM:	16X DVD+/-RW, slim line (internal) same brand as computer Cyberlink Power DVD and Roxio Creator with media
Sound Card:	Integrated sound card
Speaker:	Internal chassis speaker only

Software: Microsoft Office 2007 and Adobe Acrobat 9.0 Standard Edition. Software must be installed and media must be included.

Warranty: Three year On-Site Next Day Parts and Labor Warranty

1 Computer/ Workstation must be name brand computers such as Dell, HP, IBM, or approved equal

Base Unit: Mini-Tower Chassis
Processor: Intel Core2 Quad Q8400 2.66 GHz, 4M,1333MHz/FSB (or better)
Memory: 4.0 GB, Non-ECC, 800 MHz DDR2 4X1 GB,
Keyboard: USB Keyboard must be the same brand as computer
Monitor: Wide 20 inch Flat Panel, 20 Inch Viewable Image Size
Must be same brand as computer
Network Built-in 100/1000 Ethernet Card
Video Card: Integrated Video, GMA 4500 or better
Hard Drive: 250 GB SATA 3.0 Gb/s and 8MB Data Burst Cache
Operating System: Genuine Windows 7 Professional, with Media, 32 bit
Mouse: USB 2 button mouse with Scroll, same brand as computer
DVD-ROM: (2)16X DVD+/-RW SATA, same brand as computer
Cyberlink Power DVD and Roxio Creator with media
Sound Card: Integrated sound card
Speaker: Internal chasis speaker only

Software: Microsoft Office 2007 and Adobe Acrobat 9.0 Standard Edition. Software must be installed and media must be included.

Warranty: Three year On-Site Next Day Parts and Labor Warranty