
SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT

Issued By: Angeline C. Peralez
BID NO.: 12-1217

Date Issued: March 20, 2012

**FORMAL INVITATION FOR BIDS
EMERGENCY OPERATIONS CENTER WORKSTATION REQUIREMENTS
ADDENDUM NO. 2**

Sealed bids addressed to the Purchasing Director, San Antonio Water System, 2800 US Hwy 281 North, P.O. Box 2449, San Antonio, TX 78298-2449 will be received until **3:00 p.m., March 27, 2012** and then publicly opened and read aloud for furnishing materials or services as described received herein below,

The San Antonio Water System Purchasing Department is willing to assist any bidder(s) in the interpretation of bid provisions or explanation of how bid forms are to be completed. Assistance may be received by visiting the Purchasing Office in the SAWS Main Office, 2800 US Hwy 281 North, San Antonio, TX 78212, or by calling (210) 233-3819.

This invitation includes the following:

Invitation for Bids
Terms and Conditions of Invitation for Bids

Specifications and General Requirements
Price Schedule

The undersigned, by his/her signature, represents that he/she is authorized to bind the Bidder to fully comply with the Specifications and General Requirements for the amount(s) shown on the accompanying bid sheet(s). By signing below, Bidder has read the entire document and agreed to the terms therein.

Signer's Name: _____ Firm Name: _____
(Please Print or Type)

Address: _____

Signature of Person Authorized to Sign Bid _____ City, State, Zip Code: _____

Email Address: _____ Telephone No.: _____

Fax No.: _____

Please complete the following:

Prompt Payment Discount: _____% _____days. (If no discount is offered, Net 30 will apply.)

Please check the following blanks which apply to your company:

Ownership of firm (51% or more):

Non-minority Hispanic African-American Other Minority (specify) _____

Female Owned Handicapped Owned Small Business (less than \$1 million annual receipts or 100 employees)

Indicate Status: Partnership Corporation Sole Proprietorship Other (specify) _____

Tax Identification Number: _____

****IT IS NECESSARY TO RETURN THIS ADDENDUM AS PART OF YOU BID PACKAGE.****

An Addendum is issued to provide more information and clarification on the following as a result of the Pre-Bid Meeting conducted last March 19, 2012 at 2:00 pm.

I. CHANGE of dates for the submission of PRE-APPROVAL OF PRODUCT DESCRIPTION AND SPECIFICATION

- II. DEADLINE for Questions.
- III. AutoCAD copy of the Emergency Operations Center current layout.
- IV. Clarifications on the specification provided on the original bid document.
- V. Change on the price schedule.

I. PRE-APPROVAL OF PRODUCT DESCRIPTION AND SPECIFICATION

The **deadline for submission of product description and specification** is **MOVED** to an earlier date, from *March 23, 2012 at 2:00pm* **TO MARCH 22, 2012 at 2:00 PM**. Bidders are encouraged to submit their products for pre-approval before turning their bid. SAWS will review the product and will inform the bidders if their product meets the minimum requirements. Please make sure that the product has all information needed not limited to measurement, sizes, color, use, quality, make or composition, purpose, benefits, forms, accreditation, designs, and alike. SAWS will not accept a catalog of products but a specific product(s) you intend to offer.

II. DEADLINE FOR QUESTIONS

Deadline for questions will be on March 22, 2012 at 2:00 pm.

III. AUTOCAD COPY OF THE EXISTING LAYOUT

AutoCAD drawing of the existing San Antonio Water Systems Emergency Operations Center **WILL NOT BE** available for distribution for SAWS security purposes as advised by our Facilities Manager. Vendors are welcome to come and visit again to do measurements if necessary with a notice to Mr. Gregory Goodrich at (210) 233-3889 or via email at ggoodrich@saws.org.

IV. CLARIFICATION ON THE SPECIFICATION PROVIDED ON THE ORIGINAL BID DOCUMENT

Clarifications on the minimum requirements are specified below.

- 1. Modesty panels are required but should **NOT** be higher than the height of workstations
- 2. **Slat mounts will be part of the minimum requirements** instead of just being an option. Each workstation slat mounts shall be able to hold up to four (4) 17" flat panel monitors.
- 3. Spacious work station counters.
- 4. Must be able to accommodate up to 2 CPU space under.
- 5. **LED task light will be part of the minimum requirements** instead of just being an option.
- 6. **No power panel is required** on the workstations but can be an **additional option** we can consider.
- 7. Chairs not included.

8. Vendor will only be required to deliver and assemble the furniture. SAWS will be responsible with all wirings and any other technical or Information Technology related works.
9. Installation date will be provided in accordance to the installation of our Emergency Operations Center Video Wall system. Bidders will be informed 3-5 days lead time for the date of installation.
10. All other than mentioned above remains the same.

V. CHANGE ON THE PRICE SCHEDULE

Price schedule below supersedes the price schedule on page 13 of the original bid document.

PRICE SCHEDULE

	<u>Unit Price</u>	<u>QTY</u>	<u>Extended Price</u>
Height Adjustable Ergonomic Sit to Stand High Density Workstations (as per specifications) *with slat wall mounts for each workstations to hold up to four (4) 17" Flat Panel Monitors *with task LED light and modesty panels	\$ _____	14	\$ _____

(A) TOTAL WITHOUT OPTIONS \$ _____

	<u>Unit Price</u>	<u>QTY</u>	<u>Extended Price</u>
Phone mounts Option	\$ _____	14	\$ _____
Power Panel Options	\$ _____	14	\$ _____
Organizers File pedestal (Standard, lateral, mobile and doubles) Please check Single ____ Dual ____	\$ _____	14	\$ _____

(B) TOTAL WITH OPTIONS \$ _____

GRAND TOTAL \$ _____
(A + B)

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