



Request for Quote: On-Site Office Machine Service & Repair Rates

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Released	4/24/2018 2:30 PM CST	Type	Sealed Bid - Goods
Open	4/24/2018 3:00 PM CST	Number	IFB-2018-000242
Close	5/11/2018 1:30 PM CST	Currency	US Dollar

Contacts

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Commodity Codes

Commodity Code	Description
U72151800	Building and Facility Construction and Maintenance Services > Specialized trade construction and maintenance services > Machine installation and maintenance and repair services
U44100000	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories
U44101501	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Duplicating machines > Photocopiers
U44101503	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Duplicating machines > Multifunction machines
U44101507	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Duplicating machines > Inkjet fax machine
U44101508	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Duplicating machines > Laser fax machine
U44101511	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Duplicating machines > Mimeograph and accessories
U44101603	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Paper processing machines and accessories > Paper shredding machines or accessories
U44101700	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Printer and photocopier and facsimile accessories
U44102600	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Typing machines and accessories
U44102604	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Typing machines and accessories > Stenotype machines
U44103200	Office Equipment and Accessories and Supplies > Office machines and their supplies and accessories > Office time recording machines and accessories
U73161515	Industrial Production and Manufacturing Services > Machinery and transport equipment manufacture > Manufacture of machinery > Office machinery or equipment manufacture services

Description

This Invitation for Bid (IFB) is a solicitation to supply the following goods or services to Milwaukee County:

On-Site Business Machine Service & Repair Rates

This IFB is to supply these goods or services to:

Milwaukee County (See link: <http://county.milwaukee.gov/Departments7723.htm>)

Bid information is available at, as bids must be submitted using Milwaukee County Marketplace Central:

<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=MilwaukeeCounty>


This Invitation for Bid is under authority of MCGO Chapter 32.20

All questions related to this bid must be submitted by, and will only be responded to, by use of the public **Question & Answer Forum** within the bid found at the aforementioned link.

Milwaukee County qualifies for use of GSA contracts under Cooperative Purchasing. - Available for purchase by local government entities in accordance with Section 211 of the E-Government Act of 2002 and Disaster Recovery Purchasing. - Available for purchase by local government entities in accordance with Section 833 Disaster Recovery Purchasing.

Milwaukee County Marketplace Central Supplier Portal provides you the opportunity to request to be notified of any future business opportunities with Milwaukee County and encourage registration.

CLICK SUBMIT: Your bid will not be able to be viewed and will not be counted unless you **click 'Submit'** to complete submission of the bid. The green checkmarks during submission process are signifying only that all the required information in that section has been completed. Your bid is not complete and will not be able to be viewed or considered unless the bid is submitted by clicking the **“Submit”** available only after all required fields are complete and green checks appear.

 Required to View Event

Prerequisites

★ Required to Enter Bid

- ★ 1. Proposers may submit questions and requests for clarification regarding this bid until the deadline indicated.
- ★ 2. Bid Award Terms
- ★ 3. Term of Agreement
- ★ 4. Pricing and Contract Information.
- ★ 5. Unduly Restrictive Specifications in Public Procurement
- ★ 6. Terms and Conditions
- ★ 7. Insurance and Indemnity
- ★ 8. Federal, State and Local Regulations and Compliance
- ★ 9. Code of Ethics
- ★ 10. Non-Collusion Statement
- ★ 11. Protest and Appeal Procedure
- 12. Additional Prerequisite Requirements

Buyer Attachments

There are no Buyer Attachments added to this event.

Questions

★ Required Questions

1 Bid Contact

- 1.1. Bidder Contact (Name) ★
- 1.2. Bidder Contact (Phone) ★

1.3. Bidder Contact (Email)

2 Product or Service Information

Upload specifications sheets, literature and information related to the product or service you submitted in bid process. Multiple uploads are permitted.

2.1. Submitted information must demonstrate that proposed good or service meets specifications described within the IFB. Information is required. ★

2.2. Do you have an existing e-commerce/on-line (catalog) site? ★

2.3. What is the web link to your on-line catalog?

2.4. Please indicate any discount, from catalog pricing, for repair parts needed during a service call and/or supplies ordered. Please answer in percentage discount for Milwaukee County Parts & Supplies ordered from your catalog. ★

3 Terms and Cooperative Purchases

Would you be willing to extend the pricing from any contract that may result from this bid to other V.A.L.U.E. members of local government entities in the southeastern Wisconsin area?

3.1. Please be advised that the award of this bid by Milwaukee County is NOT contingent upon your agreement to the above request. If, however, you agree to extend to any other agencies, each agency will be responsible for issuing and administering its own contract and resulting purchase order. ★

3.2. Do you offer cash discounts for payment following acceptance of goods and receipt of invoice?
Only cash discounts for payment of 30 days or more shall be deducted in determining the low bidder. ★

3.3. If you offer payment terms, please indicate your cash discount terms.

Product Line Items

★ Product Line Items

#	Item Name, Commodity Code, Description	Allow Alternates	Qty.	UOM	Requested Delivery
P1	SERVICE CALL - TYPEWRITERS/CALCULATORS SERVICE & MAINTENANCE U72151800 - Building and Facility Construction and Maintenance Services > Specialized trade construction and maintenance services > Machine installation and maintenance and repair services SERVICE CALL - TYPEWRITERS/CALCULATORS HOURLY RATE	★	1	HR - Hour	2 days after award
	Alternative Price -			Alternative Description -	
	Alternative Pack/Size -				
P2	SERVICE CALL - FAX MACHINE SERVICE & MAINTENANCE U72151800 - Building and Facility Construction and Maintenance Services > Specialized trade construction and maintenance services > Machine installation and maintenance and repair services SERVICE CALL - ALL MAJOR BRAND FAX MACHINE PANASONIC, CANNON, XEROX) HOURLY RATE	★	1	HR - Hour	2 days after award
	Alternative Price -			Alternative Description -	
	Alternative Pack/Size -				
P3	SERVICE CALL - DICTATING/TRANSCRIBING MACHINE SERVICE & MAINTENANCE U72151800 - Building and Facility Construction and Maintenance Services > Specialized trade construction and maintenance services > Machine installation and maintenance and repair services SERVICE CALL - DICTATING/TRANSCRIBING MACHINE HOURLY RATE	★	1	HR - Hour	2 days after award
	Alternative Price -			Alternative Description -	
	Alternative Pack/Size -				
P4	SERVICE CALL - DICTATING EQUIPMENT SERVICE & MAINTENANCE U72151800 - Building and Facility Construction and Maintenance Services > Specialized trade construction and maintenance services > Machine installation and maintenance and repair services SERVICE CALL - DICTATING EQUIPMENT SERVICE AND MAINTENANCE HOURLY RATE.	★	1	HR - Hour	2 days after award
	Alternative Price -			Alternative Description -	
	Alternative Pack/Size -				

Service Line Items

★ Service Line Items

There are no Items added to this event.