

INVITATION TO BID

Purchasing Department
PO Box 1630
132 David Street
Forsyth, MO 65653

Bid Number 201003-98

Bids will be opened in the Taney County Purchasing Department in Forsyth, MO 65653 at 10:30 a.m. on the 15th day of April, 2010. Bids must be submitted on the form furnished by the County, if available, and in accordance with said specifications.

It is the intent and purpose of the County of Taney that this Invitation to Bid promotes competitive bidding.

INSTRUCTIONS FOR SUBMITTING BID IN RESPONSE TO INVITATION**DIGITAL VIDEO RECORDER W/ INTERNAL DVD + RW****Preparation of Bids:**

1. All prices and notations must be in ink or typewritten. No erasure permitted. Mistakes may be crossed out and corrections typed adjacent and must be initialed and dated in ink by person signing bid. All bids must be signed with the firm name and by a responsible officer or employee. Obligations assumed by such signature must be fulfilled.
2. Bidders are expected to examine this form, attached drawings, specifications, if any, and all instructions. Failure to do so will be at the Bidder's risk.
3. It will be the duty of each officer to see that his/her proposal is delivered by the time designated in this invitation.
4. Proposals may be withdrawn on written requests received from the bidder prior to the time fixed for opening. Requests may be submitted by telefax, e-mail or telegram. Negligence on the part of the bidder in preparing his/her proposal confers no right to withdraw his/her proposal after it has been opened.
5. At the time fixed for opening of proposals, the content will be made public for the information of the bidder and others interested.

Bid Check List:

Bidders are cautioned to please check their bid very carefully, using the following Check List:

1. Any additional information, specifications, drawings, etc. should be attached.
2. Bid should be signed and dated.

Mailing Instructions:

Each bid must be enclosed in a sealed envelope, marked and addressed as follows:

Bid #201003-98

Attention: Linda Gifford
PO Box 1630
Forsyth, MO 65653

Billing and Payments:

Invoice should accompany equipment delivery and expect payment within 30 days.

Return of Goods:

County may cancel any purchase at any time for a full credit.

Exceptions:

While it is expected that the successful bidder will comply with the following specifications, it is recognized that some exceptions may be required. Any exceptions to the specifications must be noted in writing and the reason for the exception.

Additional Information:

Any additional information desired may be requested by mail to the address listed, or by telephone to 417-546-7281. Information requests may also be e-mailed to lindag@co.taney.mo.us. This e-mail address is for information requests only and shall not be used for submission of proposals or modifications to proposals. Such submissions will be rejected and deleted without notification to the sending party.

Response Clarification:

We reserve the right to request additional written or oral information from bidders in order to obtain clarification of their responses.

Refusal of Bid:

The Taney County Commission reserves the right to reject any or all bids either in whole or in part.

**Thank you for your consideration of this Invitation to Bid,
THE TANEY COUNTY COMMISSION**

RESPONSE FORM:

Company Name:

Address:

City/Zip:

Phone Number:

Fax Number:

Federal Tax ID:

The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with the specifications, instructions and general conditions of bidding which have been read and understood, and all of which are made part of this order.

Authorized Representative (Sign by Hand)

Type or Print Signed Name:

Today's Date:

Bosch DVR – 16L- 200A

- Bosch Digital Video Recorder
- Divar MR 16 Channel Video
- 2TB, Internal DVD + RW

**No Substitutions

Bosch DVR – 16L- 200A w/ 2TB, Internal DVD + RW Bid Price Each:

Total Cost for (4) Bosch DVR – 16L- 200A w/ 2TB, Internal DVD + RW:

Estimated Delivery Time: _____

Bid prices good through: _____