

# **INVITATION TO BID**

## **Assistive Technology Equipment**

Darien Public Schools  
Darien, Connecticut

The Darien Public Schools is accepting bids for Assistive Technology Equipment. The Instructions to Bidders, General Specifications, Specified Equipment, and Bid Form are attached.

All bids must be received no later than 2:00 p.m. Friday, August 14, 2009. Bids should be mailed or delivered to:

Finance Department  
Administrative Offices  
Darien Public Schools  
2 Renshaw Road  
Darien, CT 06820

For additional Technical information on the equipment please contact:

Robyn Blonder  
(732) 481-5236  
[rblonder@darienps.org](mailto:rblonder@darienps.org)

For additional Technical information on the bid process please contact:

Richard Huot  
203-656-7405  
[rhuot@darienps.org](mailto:rhuot@darienps.org)

The Darien Board of Education reserves the right to reject any and all bids and to award the bid in a manner deemed to be in their best interest.

## **INSTRUCTIONS TO BIDDERS**

- The attached Bid Form is to be completed and submitted in duplicate in a sealed envelope that is clearly marked: “Sealed Bid – Assistive Technology Equipment”.
- Bids are due no later than 1:00 p.m. on Wednesday, September 23, 2009, at which time all bids will be publically opened and read.
- Bids must be mailed or hand delivered to:

Richard Huot  
Finance Department  
Administrative Offices  
Darien Public Schools  
2 Renshaw Road  
Darien, CT 06820

- Bid and Performance Bonds are **not** required.
- Bidders can bid on any or all of the listed items. Bid awards will be made on a per item basis based on the lowest responsible bid.
- Although the manufacturer and specific item listed are preferred, bids on “or equal” items will be considered. It will be the responsibility of the bidder to provide specifications and documentation that all “or equal” items are of the same quality and perform the same function(s) as the specified items and meet the intent of these specifications.

## GENERAL SPECIFICATIONS

- The intent of these specifications is to insure that specified items are delivered in a timely fashion and in new condition without any damage to the packaging or items themselves.
- All items are to arrive no later than Friday, October 9, 2009. The items are to be shipped to:

Special Education Department  
Administrative Offices  
Darien Public Schools  
2 Renshaw Road  
Darien, CT 06820  
Attn: Stacie Klein

- If an awarded bidder does not meet the delivery date, the Darien Public Schools reserves the right to reject that bid and make a bid award to the next lowest priced bidder.
- The successful bidder(s) is/are responsible for all shipping and handling costs. Shipping may be via any carrier that is insured for full replacement costs should the items arrive damaged. All damaged items must immediately be replaced. The successful bidder(s) is/are responsible for all costs associated with replacing a damaged item – including shipping charges for the return of the damaged item(s).
- The standard manufacturer's warranty, if applicable, must be noted for each item.

## SPECIFIED EQUIPMENT

| Quantity: | Manufacturer:          | Item/Model #: | Description:                              |
|-----------|------------------------|---------------|---|
| 1         | Tobii ATI              | 113008        | Tobii C-12 Regular package                |
| 1         | Tobii ATI              | 510903        | Eye Tracker module for C-12               |
| 1         | Tobii ATI              | 510921        | IR Environmental Control                  |
| 1         | Tobii ATI              | 510922        | Blue Tooth Module                         |
| 1         | Tobii ATI              | 510669        | Soft case                                 |
| 1         | Tobii ATI              | 510671        | Shoulder Strap                            |
| 1         | Tobii ATI              | 510675        | Batteries High Capacity for C12           |
| 1         | Tobii ATI              | 510676        | Battery charger incl power supply         |
| 1         | Tobii ATI              | T510510       | (Tobii) USB Optical Back Up Drive         |
| 1         | Tobii ATI              | 510923        | WiFi                                      |
| 1         | Tobii ATI              | 510924        | GSM Phone Access                          |
| 1         | Tobii ATI              | 510114        | Ergatron Mount (quantity: 2)              |
| 1         | Tobii ATI              | 430619        | Sono Lexis                                |
| 1         | Tobii ATI              | 510627        | Mounting bracket for Vesa (ergatron)      |
| 1         | Tobii ATI              | 430615        | Sono Key                                  |
| 1         | Prentke-Romich Company | VTL           | Vantage Lite- Midnight Black              |
| 1         | Prentke-Romich Company | CC-VTL        | Case                                      |
| 1         | Prentke-Romich Company | SS-SK         | Strap for device                          |
| 1         | Prentke-Romich Company | 45KG-VT       | Vantage Lite and Vantage Plus 45-Location |

|   |                        |  |                                   |
|---|------------------------|--|-----------------------------------|
|   |                        |  | Keyguard set                      |
| 1 | Prentke-Romich Company |  | 1 year Platinum Security Warranty |
| 1 | Prentke-Romich Company |  | PCS for Vantage Lite              |

## BID FORM

Please provide unit pricing and total pricing for all specified equipment:

| Quantity: | Manufacturer:          | Item/Model #: | Description:                            | Unit Price: | Total Price: |
|-----------|------------------------|---------------|---|-------------|--------------|
| 1         | Tobii ATI              | 113008        | Tobii C-12 Regular package              |             |              |
| 1         | Tobii ATI              | 510903        | Eye Tracker module for C-12             |             |              |
| 1         | Tobii ATI              | 510921        | IR Environmental Control                |             |              |
| 1         | Tobii ATI              | 510922        | Blue Tooth Module                       |             |              |
| 1         | Tobii ATI              | 510669        | Soft case                               |             |              |
| 1         | Tobii ATI              | 510671        | Shoulder Strap                          |             |              |
| 1         | Tobii ATI              | 510675        | Batteries High Capacity for C12         |             |              |
| 1         | Tobii ATI              | 510676        | Battery charger incl power supply       |             |              |
| 1         | Tobii ATI              | T510510       | (Tobii) USB Optical Back Up Drive       |             |              |
| 1         | Tobii ATI              | 510923        | WiFi                                    |             |              |
| 1         | Tobii ATI              | 510924        | GSM Phone Access                        |             |              |
| 1         | Tobii ATI              | 510114        | Ergatron Mount (quantity: 2)            |             |              |
| 1         | Tobii ATI              | 430619        | Sono Lexis                              |             |              |
| 1         | Tobii ATI              | 510627        | Mounting bracket for Vesa<br>(ergatron) |             |              |
| 1         | Tobii ATI              | 430615        | Sono Key                                |             |              |
| Quantity: | Manufacturer:          | Item/Model #: | Description:                            | Unit Price: | Total Price: |
| 1         | Prentke-Romich Company | VTL           | Vantage Lite- Midnight Black            |             |              |

|   |                        |         |  |  |  |
|---|------------------------|---------|--|--|--|
| 1 | Prentke-Romich Company | CC-VTL  | Case   |  |  |
| 1 | Prentke-Romich Company | SS-SK   | Strap for device                                       |  |  |
| 1 | Prentke-Romich Company | 45KG-VT | Vantage Lite and Vantage Plus 45-Location Keyguard set |  |  |
| 1 | Prentke-Romich Company |         | 1 year Platinum Security Warranty                      |  |  |
| 1 | Prentke-Romich Company |         | PCS for Vantage Lite                                   |  |  |

**BID FORM**  
(continued)

**Bid Submitted By:**

Company: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Date:

The bidder agrees that the bid was submitted without collusion or fraud and that no officer or employee of the Darien Public Schools has gained or will gain a financial reward as a result of a bid award.