

SPECIFICATIONS FOR:

**Request for Price for
*Access Control with Wander Management
System***

For: Clayberg Nursing and Rehabilitation Center

CLOSING DATE: 5/2/2023

CLOSING TIME: 4:00 PM

Invitation to Bid for

1.0 General Provisions

1.1 Intent

This Invitation to Bid is intended to obtain one **Access Control with Wander Management System** for the **Clayberg Nursing and Rehabilitation Center**.

This Price is concerned with the acquisition of one **Access Control with Wander Management System** with consideration of the following:

- Ongoing service and maintenance support.
- All manuals, documents, and initial supplies.
- The right to reproduce any printed materials supplied with the product for the purpose of using the product.
- Training and training manuals.
- Future enhancement availability.

1.1.1 Clayberg reserves the right to order additional units at the same price for a period up to and including **3 years**.

1.2 Client Background

Clayberg was established **in 1969**

1.3 Vendor Response

1.3.1 Vendor's Price must contain an Executive Summary which shall contain:

- a. A brief description of the product being quoted.
- b. The name, title, and address of the Vendor's representative responsible for the preparation of the Price.

- 1.3.2 All Prices will be held to be valid for ninety (90) days following the Price closing date.
- 1.3.3 Prices must be received in full on or before the exact closing time and date indicated. **PRICES RECEIVED AFTER THAT TIME WILL NOT BE CONSIDERED.**
- 1.3.4 All costs relating to the work and materials supplied by the Vendor in responding to this Invitation to Bid must be borne by the Vendor.

1.4 Release of Information

1.4.1 FYI, Statements that are included as part of our Price calls:

While bidders are welcome to attend the public opening, please be advised that it is not our policy to release bid information. Only the names of the bidders will be released.

1.5 Communication During Pricing

- 1.5.1 All communications with Clayberg with respect to this Invitation to Bid must be directed in writing to the attention of: **Tammie Denning Administrator, P. O. Box 200, 625 E. Monroe St., Cuba, IL, 61427**
- 1.5.2 Clayberg may, during the assessment period, request meetings with the Vendors to clarify points in the Price. No changes by the Vendor will be permitted after the Price closing date.
- 1.5.3 All bids must be sent in a sealed envelope clearly marked with Price Name and Number.

1.6 Price Acceptance

- 1.6.1 The Prices shall be opened at **the Fulton County Health Committee, Jane Boyd Building, 260 W Lincoln St, Lewistown, IL 61542, meeting on May 2, 2023 at 5:30 PM.**
- 1.6.2 Any Price may be accepted in whole or in part. The lowest Price may not necessarily be accepted and Clayberg reserves the right to cancel the Price call. Clayberg shall not be held responsible or liable for the payment of any costs that are incurred by the bidder in preparing a Price in response to this Invitation to Bid.

1.7 Warranty

- 1.7.1 The Vendor shall warrant that the product supplied to Clayberg shall equal the published specifications.
- 1.7.2 The Vendor shall provide no less than a 1-year warranty on the system. The Vendor agrees to provide free of charge all parts and labor necessary to repair the system during the first year of operation.
- 1.7.3 Vendor shall indicate the warranty start date the day of installation.
- 1.7.4 Vendor shall indicate who will be providing the service and the nearest service location.
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2.0 Product Specifications

- 2.1 6 ea Access Control with Wander Management door monitors
- 2.11 As an option, please indicate pricing for installation of Access Control with Wander Management Systems with magnetic locks and keypads with consideration of the following
- 2.11.1 Installation of the Access Control with Wander Management System at 6 doors
- 2.11.2 Integration of a relay for the nurse call system at 6 doors
- 2.11.3 Integration to the magnetic locks at 6 doors
- 2.11.4 Installation and integration of additional keypads, at 6 doors
- 2.11.5 Calibration of the door monitors and commissioning of the system at 6 doors
- PRICE FOR INSTALLATION AS PER 2.12 \$_____

3.0 Presentation / Training / Service

3.1 Presentation

A presentation of the Price and / or a demonstration of the product / system shall be provided, if requested, at the Vendor's expense.

3.2 Training

3.2.1 The Vendor shall provide on-site training to staff in the use of the **Access Control with Wander Management System** if installation is performed under 2.12. All costs associated with this training shall be included in the total Price. The length of such training shall be what is reasonably required to train the users of the equipment and shall be documented.

3.3 Service

3.3.1 The Vendor shall confirm in writing that Parts and Labor will be available for the quoted system for not less than nine (7) years after the last date of manufacture.

3.3.2 The Vendor shall provide as an option, pricing for a one-year Service Contract including all parts and labor after the initial one year warranty period.

3.3.3 The Vendor shall provide a minimum of 2 copies of the Operating, Parts and Service Manuals which must accompany the equipment when shipped.

4.0 Installation

A. Are there utility requirements:

1. Electrical
Voltage: _____

Amperage: _____

2. Other: Yes

Specifics: _____

B. If the device contains a battery, state the battery type and typical life cycle (hours of operation and charging time). State additional systems or work required to maintain the battery.

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- C. Will any site preparation be necessary? Yes ☐ No ☐

If yes, explain _____

- D. All supplies required for the initial start up and/or commissioning of the equipment shall be included.

Yes ☐ No ☐

- E. Will this equipment require any unloading equipment to make safe receipt at time of delivery? Yes ☐ No ☐

- F. If installation is involved, the Vendor shall coordinate the delivery and installation of the equipment.

Yes ☐ No ☐

4.1 Evaluation

No contract shall be awarded unless:

- a. The system or any of its accessories has been previously used and deemed to be satisfactory, or
- b. The system or any of its accessories has been pretested and found to be satisfactory prior to submission of quotes, or
- c. The system or any of its accessories which is the low or preferred bid is evaluated before award of any contract to purchase.

5.0 Product History and Vendor Reputation

- 5.1 If required, the Vendor shall provide a list of three (3) organizations where a similar Unit has been installed. Include a contact person for each organization.

6.0 Terms of Payment

The vendor shall indicate the terms of payment.

Acceptance testing will be completed within 30 days following the complete installation of the system.

7.0 Vendor Confirmation (please sign)

I confirm that our Price meets or exceeds the specifications detailed in this Invitation to Bid. I also confirm that all specifications are included in the quoted price. Any items that are optional are noted accordingly.

Signed

Title

Company Name

Address

Phone

Price Price : Indicate below

Please indicate individual pricing on the bid form

| QTY | Model | Description | Price /each |
|-----|-------|-------------|-------------|
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PRICE CHECKLIST**DID YOU INCLUDE :**

HAS PRICE SUBMISSION BEEN SIGNED

Yes No

COPY OF REQUIRED PRICE DOCUMENTS

Yes No

COPY OF BROCHURES (IF REQUESTED)

Yes No

COPY OF PROOF OF INSURANCE (IF REQUIRED)

Yes No

OPTIONAL PRICING FOR TRAINING INCLUDED

Yes No