



City of Evansville – Evansville Police Department

REQUEST FOR QUOTE

Up to Twenty-three (23) Rugged Laptop Computers
RFQ-009-04-2025

NOTICE TO VENDORS

The Board of Public Safety on behalf of the Evansville Police Department is accepting sealed quotes for the following:

- Up to Twenty-three (23) Rugged laptop Computers

The quotes will be publicly opened and read aloud at 1:00 p.m. CDT on Wednesday, April 9, 2025 at the regularly scheduled meeting of the Board of Public Safety (hereto after referred to as “Owner”), Room 301, Civic Center Complex, 1 N.W. Martin Luther King, Jr. Boulevard, Evansville, Indiana 47708. Vendors may take quotes directly to the meeting but must hand deliver the quotes to the Board Secretary prior to the commencement of the meeting at 1:00 p.m. CST.

Any quote delivered before 12:45 p.m. CDT on Wednesday, April 9, 2025 must be delivered to the Purchasing Department Office, Room 323, Civic Center Complex, 1 N.W. Martin Luther King, Jr. Boulevard, Evansville, Indiana 47708.

Mark outside of envelope containing quotes with the following:

(Vendor Name)

Up to Twenty-three (23) Rugged Laptop Computers

RFQ-009-04-2025

Opening Wednesday, April 9, 2025

Minimum specifications for computers are detailed beginning on page 7 of this document.

QUOTES

All prices shall be Free on Board (FOB), Evansville Police Department, 15 NW Martin Luther King Jr. Blvd., Evansville IN 47708

1. The Vendor shall state any discounts to apply. Discounts must be shown for individual items unless all items have the same percentage of discounts.
2. Firm price quotes are required unless specifically designated otherwise. Any quote which is subject to an open or unlimited escalator clause may be rejected.
3. The Owner reserves the right to award on a line-item basis or lump sum basis whichever is in the best interest of the Owner.
4. Contract shall be awarded to the lowest responsive and responsible Vendor taking into consideration reliability, productivity, and cost of maintenance, quality, performance and time of delivery.

RIGHT OF REJECTION

The Owner reserves the right to reject any one or all quotes, or any part of any quote, to waive any informality in any quote, and to award the purchase in the best interest of the Owner. Furthermore, the Owner reserves the right to hold the quotes of the 3 (three) lowest vendors for a period of 90 (ninety) calendar days from and after the time of the opening of the quotes.

AWARD

It is the intent of the Owner to award the purchase of up to Twenty-three Rugged Laptop Computers.

PUBLIC OPENING PROCEDURES

The purpose of a public opening is for a reading of responses received. Under normal circumstances, no award will be made or implied at this time, unless otherwise indicated.

Only the following information will be given:

- Vendor name
- Quote Amount(s)

A copy of the quote tabulation will be available to review in the Purchasing Department upon completion of the recommended award.

Vendors who wish to review or request copies of quotes may do so by contacting the Purchasing Department. A copy fee will be charged for copies.

MANUFACTURER DATA

Each vendor shall submit the following data on the computers included in the attached quote form.

1. Getac V110G7
2. Intel Core i7-1255U processor
3. Windows 11 Pro x64
4. 16 GB RAM
5. 512 GB PCIe SSD

6. Sunlight readable full HD LCD+ touchscreen with hard tip stylus
7. US keyboard with LED backlit membrane
8. US power cord
9. WiFi and BT
- 10.USB Type-A x2
- 11.USB Thunderbolt 4 Type-C x1
- 12.HDMI x1
- 13.LAN x1
- 14.Dual batteries
- 15.Touchpad with click button
- 16.WIN 11 24H2 Compatibility

Vendor must submit with their quote manufacturer specifications on the proposed materials. The manufacturer specifications/brochures must identify the items they submitted quotes for and other required data as outlined herein.

MODIFICATION AND WITHDRAWAL OF QUOTES

Quotes may be modified or withdrawn by an appropriate document duly executed (in the manner that a quote must be executed) and delivered to the place where quotes are to be submitted at any time prior to the opening of quotes.

If, within 24 (twenty-four) hours after quotes are opened, any Vendor files a duly signed, written notice with Owner and promptly thereafter demonstrates to the reasonable satisfaction of Owner that there was a material and substantial mistake in the preparation of its quote, that Vendor may withdraw its quote. Thereafter, that Vendor will be disqualified and ineligible to provide any additional quotes for the project.

CONTACT WITH MUNICIPALITY EMPLOYEES

To ensure a fair and objective evaluation of all quotes, Vendors are required to submit all inquiries in writing to Dachenae Streeter at her email dstreeter@evansville.in.gov. The email should be titled: "RFQ-009-04-2025"

Inquiries shall be submitted no later than eight (8) days prior to the stated opening time and date. This is to allow for ample time to respond and disseminate to all perspective parties.

All changes in specifications shall be in writing in the form of an addendum and furnished to all contractors. Verbal information obtained otherwise will not be considered in awarding of quotes. No changes to specifications will be permitted within seven (7) days prior to the quote opening.

DELIVERY

All computers shall be delivered to the Owner as a finished product complete with all equipment and accessories no later than sixty (60) days from notice of award or a proposed and approved delivery date.

CONFLICT OF INTEREST DISCLOSURE

The Conflict-of-Interest Disclosure Statement included herein is a condition of the quote. This form shall be filled out by the Vendor even if no conflicts exist and returned with quote.

LAWS

In regards to contract performance, Vendors shall comply with all applicable federal, state, and local laws, ordinances and regulations. In order to be accepted as a valid quote, the following items **MUST** be included with your quote, along with any other information requested in the specifications.

BOND REQUIREMENTS

BID BOND: A Bid Bond, Certified Check, Cashier’s Check or Bank Draft in the amount of \$1,000 shall accompany each proposal as a guarantee that all provisions of the specifications shall be met. Bonds and Checks will be returned to the unsuccessful Respondent(s) after award of purchase by the CITY and to the successful Respondent(s) after the performance bond, if required, has been received and accepted. Bonds must be executed by a corporate surety licensed under the laws of Indiana to execute such bonds. The surety must be a corporate surety

VENDOR FORM CHECK LIST:

1. Price Proposal _____
2. Minimum Specification Chart _____
3. Price Quote Page(s) _____
4. Warranty information _____
5. EEO Statement _____
6. Conflict of Interest Form _____
7. E-Verify _____

QUOTE TABULATION PAGE

I. SCOPE:

The successful vendor will furnish the Evansville Police Departments rugged laptop computers in accordance with the terms and conditions set forth in the contract.

Any reference made to any manufacturer or brand name is not to be construed as a limiting factor in the quote but is meant to show the minimum scope and quality of the product the vendor is submitting a quote for.

II. TRADE-INS

No Trade In

III. SUBSTITUTE "OR APPROVED EQUAL" ITEMS

All items marked within the specifications that state "or approved equal" will allow the Owner, at its sole discretion, to determine whether the submitted item is acceptable as a substitution of the stated item. The Owner may include various pieces of literature describing equipment listed in the quote specifications. This literature is not intended in any way to be biased or promotional towards any specific brand or vendor; it is included as reference only so it may be used for describing the type of equipment the Owner wishes to purchase.

IV. ACCEPTABLE COMPUTERS FOR THIS QUOTE

It is the policy of the City to accept any computer that meets the minimum specifications and warranty requirements shown below in paragraphs V and VI.

MINIMUM SPECIFICATIONS

1. Getac V110G7
2. Intel Core i7-1255U processor
3. Windows 11 Pro x64
4. 16 GB RAM
5. 512 GB PCIe SSD
6. Sunlight readable full HD LCD+ touchscreen with hard tip stylus
7. US keyboard with LED backlit membrane
8. US power cord
9. WiFi and BT
10. USB Type-A x2
11. USB Thunderbolt 4 Type-C x1
12. HDMI x1
13. LAN x1
14. Dual batteries
15. Touchpad with click button
16. WIN 11 24H2 Compatibility

VII. POINT OF DELIVERY

Evansville Police Department
15 NW Martin Luther King Jr. Blvd.
Evansville, IN 47708

VIII. ADDITIONAL INFORMATION

1. All manufacturer service, repair and manuals are to be provided at time of delivery for model quote.
2. Winning Vendor is to provide complete operational installation as per the manufacturer's specifications
 - a. Upon completion of installation, vendor is to provide all necessary employees training on the proper operation and maintenance of the unit at no additional charge.

DATE: March 27, 2025

The Board of Public Safety and the Evansville Police Department invites your quote for the following item:

SEALED QUOTE ENCLOSED
<Vendor Name>
Up to Twenty-three (23) Rugged Laptop Computers
RFQ-009-04-2025

The quotes will be publicly opened at 1:00 p.m. CDT on Wednesday, April 9, 2025 at the Board of Public Safety meeting in Room 301, Civic Center Complex, 1 N.W. Martin Luther King, Jr. Boulevard, Evansville, Indiana 47708. Quotes received after this time will not be considered for award. At this time the information that will be read into record is:

- Vendor name
- Quote Amount

Quotes submitted prior to the scheduled quote opening shall be submitted to the Purchasing Department Office, Room 323, Civic Center Complex, 1 NW Martin Luther King Jr. Boulevard, Evansville, Indiana 47708. Sealed Quotes submitted to the Purchasing Department office shall be submitted prior 12:45 p.m. CDT on Wednesday April 9, 2025. Any quote brought directly to the Board meeting shall be given to the Board secretary by 1:00 p.m.

PRICE PROPOSAL PAGE

(THIS SHOULD BE THE FIRST PAGE ON YOUR QUOTE)

Price Proposal

Up to Twenty-three (23) Rugged Laptop Computers

RFQ-009-04-2025

(All delivery and/or all freight charges are to be included in price quoted)

Total unit cost per each laptop: \$ _____
(Numeric)

(Written Amount)

Manufacturer:

COMPANY: _____

BY: _____

TITLE: _____

DATE: _____

PHONE NUMBER: _____

EMAIL: _____

WARRANTY INFORMATION

Up to Twenty-three (23) Rugged Laptop Computers RFQ-009-04-2025

The undersigned proposes to furnish and deliver, in accordance with the requirements of the Instructions to Vendors and the Specifications April 9, 2025, prepared by City of Evansville-Vanderburgh County Purchasing Department for the City of Evansville Police Department, the following Quote for up to Twenty-three Rugged Laptop computers as per the specifications and description.

Please be advised that any alterations, changes in format, etc. will make it difficult to evaluate quotes and may lead to confusion. Quotes should be given in the units, quantities, and units of measurements specified in this RFQ. Do not submit alternate quotes unless requested. The Board shall reserve the right to reject any or all quotes or any part thereof.

- a. All manufacturer service, repair and maintenance manuals are to be provided at time of delivery for model quoted.
- b. Winning vendor is to provide complete operational installation as per the manufacturer's specification
- c. Quote must include delivery date in days after notice of award.
- d. Any/All proposed alterations of factory installed components are to be submitted in writing. Proposed alterations must be approved in writing by the Board prior to the start of alterations. Any unauthorized alterations are subject to rejection of the entire equipment

QUOTATIONS

- 1. All prices F.O.B. Evansville, Indiana. Yes ____ No ____
- 2. Location of Service and warranty repairs (local location is preferred.)

DELIVERY

Vendors are requested to submit quotes only for items available for delivery within 60 days, or proposed and approved date, of award.

Guaranteed Delivery in _____ days after award notification.

INDEMNIFICATION

Vendor will indemnify and hold harmless the Board/City of Evansville in accordance with the provisions contained herein? Yes ____ No ____

WARRANTY

1. Manufacturer's warranty is in compliance with quote requirements – 3-year Bumper-to-Bumper Warranty plan that covers accidental damage to the laptop, such as drops or spills and includes a no return hard drive clause. An optional warranty that extends the coverage period.

Yes _ No

If "no," describe the extent of the Manufacturer's Warranty and what is covered:

CITY OF EVANSVILLE

CONFLICT OF INTEREST / FAMILIAL DISCLOSURE FORM

Project: **Up to Twenty-three (23) Rugged Laptop Computers**
RFQ-009-04-2025

ALL VENDORS must complete this Conflict-of-Interest Familial Disclosure Form and must attach the completed form to the quote.

As the vendor, I affirm that no principal, representative, agent, employee, contractor or potential subcontractors, or other acting on behalf of or legally capable of acting on the behalf of the vendor (a "Vendor Party"), is currently an employee of the City of Evansville ("City"), any City department or a member of any City Board or Council; nor will any such person connected to the vendor be privy to any City information which may constitute a conflict of interest; or, if such a conflict or relationship does exist, I have disclosed the nature of the relationship or conflict below.

By the attached sworn and notarized statement, we are disclosing the following familial relationship(s) that exists between a Vendor Party and any employee or member of any City Department or board.

As the vendor, I understand that completing this form and self-disclosing potential conflicts of interest does not necessarily disqualify a vendor, but aids in identifying conflicts of interests which must be addressed pursuant to I.C. 35-44.1-1 et al. F u r t h e r, t h e City will ensure that any individuals identified with a potential conflict will not be allowed to participate in the scoring or evaluation of the quote packages, to ensure the integrity of the quote process.

The following is a list of individuals who may pose a potential conflict of interest as described above Please provide the name, relationship with the City and the nature of the potential conflict, or if applicable: "NONE":

Signature: _____ Title: _____

Vendor/Bidder: _____

CITY OF EVANSVILLE

NON-COLLUSION AFFIDAVIT

STATE OF INDIANA)
) ss:
VANDERBURGH COUNTY)

The undersigned vendor or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by vendor, entered into any combination, collusion or agreement with any person relative to the price to be proposed by anyone at such letting nor to prevent any person from submitting a quote nor to induce anyone to refrain from submitting a quote, and that this quote is made without reference to any other quote and without any agreement, understanding or combination with any other person in reference to the quote.

Vendor further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

Subscribed and sworn to before me this _____ day of _____, 2025
My Commission Expires: _____
County of Residence: _____

ACCEPTANCE

There now being sufficient unobligated appropriated funds available, the contracting authority of Board of Public Safety (City of Evansville) (Governmental Unit) hereby accepts the terms of the attached quote for classes or items numbered _____ and promises to pay the undersigned vendor upon delivery the price quote for the materials/equipment stipulated in said quote.

Contracting Authority Members:

Date:

STATE OF _____)
) ss:
COUNTY OF _____)

CITY OF EVANSVILLE

BEFORE ME, a Notary Public in and for said County and State, personally appeared _____, _____ of _____, who having been duly sworn, acknowledged and affirmed that they did sign said instrument as such officer or authorized agent for and on behalf of _____, and by authority granted by such entity, that the same is their free act and deed and the free act and deed of said entity.

WITNESS my hand and notarial seal this ____ day of _____, 2025.

My commission expires: _____ Notary Public

My County of residence is: _____ County, State of _____

Printed Name of Notary Public: _____

CITY OF EVANSVILLE

(Please type or print)

Date: _____

1. Governmental Unit: Board of Public Safety (City of Evansville) _____
2. County: VANDERBURGH _____
3. Vendor (Firm): _____
4. Address: _____
City/State: _____
5. Telephone Number: _____
6. Agent of Vendor (if applicable): _____
7. Email of Agent: _____

Pursuant to notices given, the undersigned offers and quote(s) to Board of Public Safety (City of Evansville) (Governmental Unit) in accordance with the following attachments(s) which specify the class or item number of description, quantity, unit, unit price and total amount.

The contract will be awarded by classes or items, in accordance with specifications. Any changes or alterations in the items specified will render such quote void as to that class or item. Vendor promises that he has not offered nor received a less price than the price stated in his quote for the materials/equipment included in said quote. Vendor further agrees that he will not withdraw his quote from the office in which it is filed. A certified check or bond shall be filed with each quote if required, and liability for breach shall be enforceable upon the contract, the bond or certified check or both as the case may be.

Signature of Vendor or Agent