

2013-2014

**VENDOR BID
for
HAZLETON AREA
SCHOOL DISTRICT**

**PURCHASE OF 3D
PRINTER (BID)**

1/22/2014

HAZLETON AREA SCHOOL DISTRICT
INSTRUCTIONS TO BIDDERS

PROPOSAL REQUIREMENTS

1. Bids will be received by the Hazleton Area School District, 1515 West 23rd St., Hazle Township, PA 18202-1647, until **11:00 A.M., Wednesday, January 22, 2014** in care of Anthony Ryba, Business Manager. **PLEASE MARK "BID ENCLOSED" ON OUTSIDE OF ENVELOPE WHEN RETURNING BID.**

All bids are to be sealed and marked on the outside **"Bid for Purchase of 3D Printer."** Bid prices must be firm for ninety (90) days. Bidder shall sign his proposal properly and in the following manner:

- a. The proposal of an individual must be executed by him personally. the signature must be witnessed and the trade name, address and telephone number must be stated.
 - b. The proposal of a partnership must state the partnership business name, address and telephone number and must be executed by at least one of the partners with the signature witnessed.
 - c. The proposal of a firm or an unincorporated association must state the business name and address and must be executed by at least one of said members with his signature witnessed.
 - d. The proposal of a corporation must show the state of incorporation and the principal office address and telephone number, must be executed by the President or Vice-President of the corporation and the corporation seal must be affixed and attested by the Secretary or Assistant Secretary of the corporation. In the event that the proposal of a corporation is executed other than as provided, evidence of the authority of a person executing the said proposal must be furnished in the form of a corporation resolution.
2. **BIDS SHALL BE SUBMITTED ON THE BID LIST AS FURNISHED HERewith AND MUST BE PROPERLY EXECUTED ON PROPOSAL FORM PROVIDED. NO PROPOSAL WILL BE CONSIDERED WHICH IS SUBMITTED OTHERWISE THAN UPON THE BID LIST AND PROPOSAL FORM. ALL ITEMS WHICH ARE BID MUST BE BID USING THE UNIT OF MEASURE LISTED ON THE BID LIST. NO OTHER ITEMS WILL BE CONSIDERED.**
3. No bidder may withdraw his bid for a period of sixty (60) days after date set for the opening thereof. A violation of this provision on part of the bidder or a failure to comply with the award made him shall forfeit to the Owner his deposit as liquidated damages for his breach of this provision.

4. **AWARD OR REJECTION OF BID**

- a. The bid award will be based on the lowest responsible bidder complying with the conditions of the invitation to bid, provided his bid is reasonable and it is to the interest of the owner to accept it. The owner, however, reserves the right to reject any and all bids or parts thereof or items therein and to waive any informality in bids received wherever such rejections or waiver is in the interest of the owner. The owner also reserves the right to reject the bid of a bidder who has previously failed to perform properly or complete on time, bids of a similar nature, or the bid of a bidder who is not in a position, in the opinion of the owner, to perform the bid.
- b. Proposals which contain any omissions, additions or deductions not called for; conditional or uninvited alternate bids; irregularities of any kind or proposals not based on the specifications herein, may be rejected as informal. Proposals in which prices are obviously unbalanced may be rejected.
- c. Negligence on the part of the bidder in preparing his quote conveys no right of withdrawal or modification of the bid after such bid has been opened. No claims on account of mistakes or omissions of any kind will be considered. **Therefore, the Hazleton Area School District will not be responsible for mathematical errors caused by the bidder, with the exception of construction contracts as described in 73 PS 1602 of the PA School Code of 1949.**
- d. The owner assumes no responsibility for any conclusions or interpretations made by the bidder on the basis of verbal information made by the owner.

5. **CERTIFIED CHECK OR BID BOND**

Each bidder shall be required to attach to his bid a certified check or bid bond in the amount of five percent (5%) of the base bid. The bidder agrees that the amount of this check is the amount of liquidated damages that will be sustained by the owner in the event of his failure to supply the materials within 120 days from notifications of award of the contract. This check shall then become the property of the School District. All checks, except as stated above, will be promptly returned. Bid items that have been awarded to a vendor are expected to be delivered at the price specified on the vendor's bid. Failure to deliver a specified bid item will result in vendor forfeiting required 5% bid bond or certified check up to the amount of the next low bidder. The maximum amount a vendor can forfeit by failing to supply a specified bid item is the entire 5% bid bond or certified check.

6. **MATERIALS**

All materials furnished shall be new, free from defect in manufacture and shall be the best of their respective kinds. Where the name of a manufacture is mentioned,

it is for the purpose only in indicating a standard of quality.

7. Use of manufacturer's name, brand name or vendor's catalog number in describing an item does not restrict bidder to that manufacturer or specific article, and is used merely to indicate standard of quality expected. The article, on which the bid is based must be equal to that specified. If not otherwise indicated, it will be that the bid is based on the article specified and delivery of the specific article will be required. All substitutions must be noted. **All items shall be new.** If an item's model # no longer exists, please bid on the model # that replaced the item that is no longer available. However, please list the model # that you are proposing and bidding on. If there is no replacement for a model # that is spec'd, please provide an approved equal item from another manufacturer. Again, please clearly state what item you would be providing so there is no misunderstanding.
8. The net price delivered shall be given and the total net price for the quantity specified shall be given. Bids not meeting these conditions will be rejected. Quotations should be legible and desirably typed. Federal Excise Tax or PA Sales Tax shall be excluded as the school district is tax exempt. Cash discounts will not be considered in determining lowest responsible bidder as cash discounts cannot always be earned, although discounts are expected if earned. **All charges or costs for freight and / or delivery, fuel surcharges, hazardous material charges, etc. should be included in your bid price and not as a separate item.**
9. Hazleton Area School District reserves the right to withhold payment until an order is complete.
10. All cartons in each shipment will be marked with a Purchase Order Number and there will be no co-mingling of Purchase Orders.
11. MSDS Sheets to accompany all chemical orders along with labels for secondary containers.
12. Please note that this bid will be awarded on a GRAND TOTAL basis to the lowest responsible bidder. In the case of a tie and the bid is organized by types of items and one of the tied vendors is low bid on all or most of the other similar items, that particular vendor will win the tie. If this is not the case, then the most local vendor wins the tie.
13. Quantities may be **reduced or increased** by the Hazleton Area School District after bid results have been determined. Other amounts are for immediate delivery to the areas as designated.
14. **ALL DELIVERIES MUST BE MADE TO OUR CENTRAL WAREHOUSE AS STATED ON OUR PURCHASE ORDER SHIP TO address – NO EXCEPTIONS,** unless otherwise stated. Our Warehouse should be notified 24 hours prior to delivery. (570) 459-3221 Ext. 82142

15. Any or all legal issues that may result from this bid will be handled in a court of law in Luzerne County, Pennsylvania.

16. **PENNSYLVANIA ANTI BID-RIGGING ACT**

The Pennsylvania Anti-Bid-Rigging Act, 73 P.S. 1611 et seq. became law October 26, 1983. Section 7 of the Act states that governmental agencies may require bidders to submit non-collusion affidavits. **The Hazleton Area School District** will require a non-collusion affidavit to be submitted and it will be an integral part of the bid. (Instructions for Non-Collusion affidavits and affidavits are attached).

Any questions concerning the specifications should be directed to the Office of the Business Manager.

Where manufacturer's name or catalog numbers are listed, they are given as a guide only and not to limit competition. The following information is to be completed in ink or by typing by the vendor supplying the bid:

No. of Items Bid _____ Amount of Bid \$ _____

17. **INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT**

- a. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-Rigging Act, 73 p.s. 1611 et seq. governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
- b. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
- c. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the bid.
- d. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents and an Affidavit must be submitted separately on behalf of each party.
- e. The term "complementary bid" as used in the Affidavit, has the meaning commonly associated with that term in the bidding process and includes the knowing submission of bids higher than the bid of another form, any intentionally high or non competitive bid and any other form of bid submitted for the purpose of giving a false appearance of competition.
- f. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.

NON-COLLUSION AFFIDAVIT

Contract/Bid No. _____

State of _____ :
_____ : S.S.
County of _____ :

I state that I am _____ of _____
(Title) (Name of Firm)

and that I am authorized to make this Affidavit on behalf of my firm and its owners, directors and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

- (1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
- (2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complimentary bid.
- (4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from any firm or person to submit a complementary or other noncompetitive bid.
- (5) _____, its affiliates, subsidiaries, officers, directors and
(Name of Firm)
employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____ understands and acknowledges that the
(Name of Firm)

above representation are material and important, and will be relied on by **The Hazleton Area School District** in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement(s) in the Affidavit is and shall be treated as fraudulent concealment from **The Hazleton Area School District** of the true facts relating to the submission of bids for this contract.

(Name and Company Position)

Sworn To and Subscribed Before Me This _____ Day of _____ 20____

(Notary Public) My Commission Expires _____

Having carefully examined the instructions to Bidders, with instructions, together with the attached bid list(s) are made a part of this proposal, the undersigned agree to furnish and deliver any or all of the items listed and attached hereto, for the respective prices submitted.

NUMBER OF ITEMS BID _____ TOTAL BID AMOUNT \$ _____

(INDIVIDUAL PRINCIPAL)

_____ Date _____
SIGNATURE OF INDIVIDUAL

Witness:

SIGNATURE

FIRM OR TRADE NAME

ADDRESS

TELEPHONE NUMBER

(PARTNERSHIP PRINCIPAL)

NAME OF PARTNERSHIP

Witness:

SIGNATURE

FIRM OR TRADE NAME

ADDRESS

BY _____ DATE _____
SIGNATURE

CITY STATE ZIP CODE

BY _____ DATE _____
SIGNATURE

TELEPHONE NUMBER

(CORPORATION PRINCIPAL)

Date _____
NAME OF CORPORATION

ADDRESS

CITY STATE ZIP CODE

BY _____
SIGNATURE (PRESIDENT)

ATTEST:

SIGNATURE SECRETARY
(CORPORATE SEAL)

OR (IF APPROPRIATE)

Date _____
NAME OF CORPORATION

ADDRESS

CITY STATE ZIP CODE

TELEPHONE NUMBER

WITNESS:

SIGNATURE

*BY _____
SIGNATURE AUTHORIZED
REPRESENTATIVE

*ATTACH APPROPRIATE PROOF EVIDENCING AUTHORITY TO EXECUTE IN
BEHALF OF THE CORPORATION

Sealed bids and/or request for proposals (RFP's) will be received by Mr. Anthony Ryba, Secretary, Hazleton Area School District, 1515 West 23rd Street, Hazle Township, Pennsylvania 18202-1647, **until 11:00 A.M., Wednesday, January 22, 2014**, for the following:

- 1) Purchase of 3D Printer (Bid)

Public Bid / RFP Opening:

Date:

Wednesday, January 22, 2014

Time:

11:05 A.M.

Location:

HASD Administration Building

First Floor Conference Room

1515 West 23rd Street

Hazle Township, PA 18202-1647

INFORMATION SHEET

COMPANY NAME		BID REF. # (for P.O.)
ADDRESS (1)		
ADDRESS (2)		
CITY, STATE ZIP CODE		WEBSITE
TELEPHONE NUMBER	EXTN.	FAX NUMBER
CONTACT PERSON		MOBILE PHONE
E-MAIL ADDRESS		<i>(IF APPLICABLE) – For current & future bid considerations</i>

Use your Grand Total amount to come with the required 5% bid bond or certified check amount.
Any questions please contact Bob Krizansky at (570) 459-3111 Ext. 3128.

If interested, please submit the requested information to:

**Hazleton Area School District
c/o Mr. Anthony Ryba
1515 West 23rd Street
Hazle Township, PA 18202-1647**

Bids are due no later than Wednesday, January 22, 2014 at 11:00 A.M.

SEALED BIDS MUST BE MARKED “BID FOR PURCHASE OF 3D PRINTER.”

NOTE: This bid, along with other additional bids and past bid results, could be printed off our website at the following addresses:

http://www.hasdk12.org/webbids	(Add'l Bids)
http://www.hasdk12.org/bidtabs	(Past Bid Results)

DATE: 1/14/2014

HAZLETON AREA SCHOOL DISTRICT
PURCHASE OF 3D PRINTER

QTY / UNIT	DESCRIPTION	UNIT PRICE	TOTAL PRICE
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1 EACH	Pro LF Series 48" x 36" CO2 Laser with RetinaEngrave 3D Ethernet or <u>approved equal</u>	\$ _____	\$ _____
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OPTIONS:

1 EACH	Tube Size = 150 Watt	\$ _____	\$ _____
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1 EACH	Rotary Attachment	\$ _____	\$ _____
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1 EACH	Focus Lens 5" (For Thick Material Cutting & Allows Cutting With Doors Open)	\$ _____	\$ _____
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1 EACH	Water Chiller – Advanced w/ Active Refrigeration	\$ _____	\$ _____
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1 EACH	Custom On-Site Install, Calibration & Training (excluding airfare)	\$ _____	\$ _____
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1 EACH	Premium Personal Support / Training Package, up to 5 hours engineering time	\$ _____	\$ _____
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1 EACH	Large Air Purifier (for cutting inside with no venting)	\$ _____	\$ _____
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1 EACH	2-Year Warranty	\$ _____	\$ _____
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SHIPPING / FREIGHT COSTS \$ _____

OTHER COSTS \$ _____

See additional specifications on pages 12-14

##GRAND TOTAL (BID AMOUNT) \$ _____

###ALL costs must be included in this GRAND TOTAL AMOUNT

PROJECTED ARRIVAL DATE OF EQUIPMENT / / 2014

If purchase order is faxed on 1/24/2014

3D Printer Specifications



This unit is large and versatile laser.

It is suitable for engraving and cutting acrylic, organic glass, wood, mdf, paper and many other nonmetal materials.

The sturdy construction of this LF Series combined with the 48" x 36" engraving table provides you with an oversized work area to meet your needs on any project.

- RetinaEngrave 3D Ethernet now comes standard. RetinaEngrave is 100% USA developed software offering superior performance and ease of use. Works with any Windows program that prints!
- works with Windows XP, Vista, Windows 7 x32 and x64, new Windows 8 x32 and x64
- works directly with any Windows program that prints: CorelDraw 11/12/x3/x4/x5/x6, AutoCAD 2007/2008/2009/2010/2011/2012/2013, Solidworks, Adobe Illustrator, PDF files, even MS Word
- Optimized for cutting of large materials.
- Ultra high end mirror mounts and lens mounts.

3D Printer Specifications

- Telescoping lens holder allows fine focus to be set without adjusting the Z table.
- This machine has high end precision ground steel linear rails with ball bearings for fast smooth motion.
- High power geared Nema23 stepper motors allow this machine to move up to 10x faster than hobby lasers.
- The front doors and left pass through doors open to allow large pieces of work to be put into the machine.
- The Z axis can be lowered to accommodate objects as large as 24" high and can accommodate an optional rotary engraver
- Motorized Z table, autofocus sensor, and beam combiner with visible red laser pointer are included.
- A convenient LCD panel controls the motion of the laser head.
- Available in 60w, 90w, 100w and 150w tube options. Economy 60w tubes are rated for 3000 hrs. The high end 90w and higher tubes feature all metal electrode design are rated for 10,000+ hrs. and have 4x the cutting power of the 60w tubes.
- Capable of cutting over 1/2" thick acrylic and woods.
- 2.5" ZnSe lens standard.
- Rotary attachment for engraving bottles and round objects is available as an option.
- 1 year base warranty on the machine (excludes consumables, 2 year extensions available)

Engraving Area	48" x 36"
Work Area	48" x 36"
Machine Dimensions	68" x 52" x 42"
Laser Type	Sealed CO2 laser tube
Net Weight	280 kg / 616 lbs
Laser Power	60 (90W, 120W, 150W)
Power Supply	AC 110V Native (220V Option Available)
Gross Power	Less than 1000W
Driving System	Stepper
Cooling Mode	Water-cooling and protection system
Operating Temperature	0 - 45°C
Z table	Motorized Z w/ Autofocus (up to 16.5")
Auxillary Equipments	Exhaust-fans, Air-exhaust pipe
Controlling Software	RetinaEngrave USB Direct Print Drivers (100% USA Software)

Successful bidder is expected to install at the site listed below as part of their bid price. The electrical work will be done by HASD so that it will only need to be plugged in. Successful bidder is expected to train all personnel as part of their bid price. A user manual must be provided for the unit to the HASD.

The 3D Printer will be installed at the following site:

Hazleton Area Career Center
1451 West 23rd Street
Hazle Township, PA 18202

END OF BID SPECIFICATIONS