

BALTIMORE COUNTY PUBLIC LIBRARY
Purchasing Department
Administrative Offices
320 York Rd
Towson MD 21204-5179

REQUEST FOR QUOTATION 2022-01

Buyer: Dave Otto Issued: March 3, 2022
Phone: 410.887.6155
Fax: 410.321.5039
E-mail: tdotto@bcpl.net



BALTIMORE COUNTY PUBLIC LIBRARY

Quotations will only be accepted until 3:00 PM EDT, March 30, 2022

THIS IS NOT AN ORDER

The Baltimore County Public Library is requesting a quotation for the delivery of the following equipment including full documentation for proposed On-Site Service and Support . Your quotation should be based on the specifications below. If any additional requirements are necessary, please make note of this in the space provided. **Please quote on the following on a net-delivered basis:**

1 (One) - Sony PXW-Z280 4K 3-CMOS 1/2" Sensor XDCAM Camcorder with lens

Vendor must be able to provide on-site service and support if requested by BCPL

- Bid must include full documentation of proposed On-Site Service and Support for the following location: Baltimore County Public Library Administrative Offices, 320 York Road, Towson, MD. 21204. Vendor must have the capability to send a technician to BCPL. Service call charges to be paid on an ala carte basis.
- Payment will be Net 30 upon receipt of the product or the invoice, whichever is later.
- Confirmation of bids received will be sent by the Purchasing Agent via email.
- Oral bids, either by phone or in person are invalid and will be disqualified. Emailed submissions are acceptable but must be received by the closing date of 3:00 PM EDT, March 30, 2022 to:
- Dave Otto, Purchasing Agent
Baltimore County Public Library
320 York Road
Towson, Maryland 21204
Email tdotto@bcpl.net
- Delivery of final product expected no later than June 1, 2022.
- Delivery address: Carl Birkmeyer, Baltimore County Public Library, 320 York Road, Towson, Maryland, 21204.
- There are no previous bid opportunities that are equivalent to this listing.
- Questions or request for clarification to this RFQ are to be made in writing via email to the BCPL Purchasing Agent and submitted no later than 3:00 PM EDT on March 14, 2022. Answers will be posted at <http://bcpl.info/about-us/bid-opportunities> on March 16, 2022 by the end of the day.

The above specifications are minimum. Therefore, the Board of Library Trustees for Baltimore County will not accept anything less. The Library shall be the judge as to whether items meet specifications or are an approved equal. The Library is not obligated to issue an order as a result of this bid and reserves the right to reject any or all bids or waive any informality as its interest may appear.

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Single Order Award Will Be Made Based On But Not Limited To:

****LOWEST PRICE QUOTED****

****ABILITY TO MEET SPECIFICATIONS INCLUDING PROPOSED ON-SITE SERVICE AND SUPPORT ****

****ABILITY TO MEET DELIVERY REQUIREMENTS****

TOTAL COST INCLUDING SHIPPING AND ANY ADDITIONAL COSTS: \$ _____

PROPOSAL OF (COMPANY NAME): _____

PRINTED NAME AND TITLE: _____

SIGNATURE: _____

EMAIL: _____

PAYMENT TERMS: **NET 30**

DATE: _____

DELIVERY BY: **JUNE 1, 2022**

F.O.B.: **DESTINATION INSIDE DELIVERY**

The above-submitted quotes are firm through: _____

By submitting a bid in response to this RFQ, the Vendor accepts the terms and conditions set forth in this RFQ unless otherwise noted as follows.

Exceptions: _____

THE PERSON SIGNING THE PROPOSAL MUST INITIAL ANY ALTERATIONS IN FIGURES ON THIS FORM

**** Late and/or Fax Quotations Will Not Be Accepted ****