

Specifications - Invitation for Bid 6100064674

Print Shop Perfect Binder

ISSUING OFFICE



**COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES**

BUREAU OF PROCUREMENT

Equipment Procurement Section

1800 Herr Street, 2nd Floor

Harrisburg, PA 17103

- ON BEHALF OF-

Department of General Services, Bureau of Publications

10/21/2025

1. SUMMARY:

This Invitation to Bid 6100064674 will be for the purchase of a Horizon SPF-2000 Series Booklet Maker or approved equivalent and the removal of the current Horizon SPF-200A .

2. METHOD OF AWARD:

It is the intent of the Commonwealth to make a single award for all items and maintenance listed in the IFB to the lowest responsive and responsible bidder. Bidders must bid on both line items, Line One for the Booklet Maker itself and Line Two for the Maintenance.

3. ISSUING OFFICE:

Dan Covell | Commodity Specialist
Equipment Procurement Section
Department of General Services | Bureau of Procurement
1800 Herr Street, 2nd Floor | Harrisburg, PA 17103
Phone: 717-346-3828, Fax 717-346-3820
dcovell@pa.gov

4. SCOPE OF WORK:

The Bid will consist of two lines.

Line one will include within your price: the cost of the Horizon SPF-2000 Servies Booklet Maker or approved equivalent, a one-year warranty that includes all parts and labor, removal and disposal of the current Horizon SPF-200A, and all freight and delivery costs.

Line two will include the cost of Four (4) years of Maintenance on the Booklet Maker that includes all parts and labor. This Maintenance agreement will commence after the initial 1-year warranty period.

2.1. 1. Scope of Work

This Purchase Order (PO) is for Horizon SPF-2000 Series Booklet Maker or approved equivalent in new, not used or refurbished condition with the following configuration:

- 1ea. Horizon VAC-L1000A ten bin air fed collating tower with pulse rotary vacuum feeder
- 1ea. Horizon VAC-L1000M ten bin air fed collating tower with pulse rotary vacuum feeder

- 1ea. Horizon IFU infeed conveyor with 3 mode hand marrying station.
- 1ea. Horizon SPF-2000 landscape stitcher/folder, Spooling Wire and Stitch Heads must be housed within system by safety cover. Internal control interface (operating interface built within Booklet maker via 15" control panel) No external PC.
- 1ea. Horizon FC-2000 landscape face trimmer
- 1 ea. Horizon LC-1000AR delivery conveyor with automatic positioning delivery roller and start stop controls on delivery section.
- 1 ea. Horizon PK 2000 preset kicker. According to a preset number input on the touchscreen, one booklet is skewed to easily identify and separate the end of a series.

2.2. 2. Contractor Requirements

A. Delivery

1. Contractor shall be required to notify DGS Bureau of Publications five (5) working days prior to delivery. Delivery shall be to:

Department of General Services

Bureau of Publications

1650 Bobali Dr. Harrisburg PA 17104

B. Installation

1. Contractor shall provide trained staff to unpack, set-up, and install equipment, be in operating condition (floor checked at site), with all debris removed by Contractor, and with operating instructions, operating manuals, and maintenance manuals given to Publications.
2. Contractor shall remove and dispose of current Horizon SPF-200A at no cost to the Commonwealth.

C. Training

Contractor shall provide training on the operation of all components of the equipment. The result of this training will be that the Publication staff shall have sufficient knowledge required to operate the equipment in a competent manner as regarded by the manufacturer and Publication supervisor.

D. Maintenance

1. Contractor shall be responsible for the proper functioning of the equipment.
 - a. Technicians provide service and/or technical support shall be qualified and trained.

2. Contractor shall provide five (5) years of Preventative Maintenance (PM) at a minimum of two (2) PMs per year as requested by Publications or upon the specific needs of the equipment according to the manufacturer's manual.
 - a. Each PM shall be performed according to the servicing guidelines established by the manufacturer.
 - b. Contractor shall notify Publications a minimum of five (5) working days or schedule a mutually agreed upon time for all PMs.
3. Contractor shall provide standard on-site, email, or phone support Monday to Friday, 7:00 AM – 5:00 PM (Eastern Time).
 - a. Service requests shall be placed by phone/email, or other means approved by Contractor.
 - b. Service requests shall be acknowledged as soon as possible, but not to exceed two (2) hours of receiving the call/email and if needed shall be scheduled to perform services by next business day.

5. REMOVAL OF OLD EQUIPMENT:

All bidders must consider that when they deliver the new machinery, they must remove the old machinery. Bidders should add cost to their bid response to cover this requirement. Extra charges will not be accepted. This is not a trade in; the old machinery is to be taken by the winning vendor and disposed of as the winning vendor sees fit.