

STATEMENT OF WORK

(1) Ti portable: Use of Force Training Simulator

**Pennsylvania Department of Conservation and Natural Resources
Bureau of State Parks
Harrisburg, Pennsylvania**

I. SCOPE OF WORK:

The Department of Conservation and Natural Resources, Bureau of State Parks, requires a vendor to supply one (1) Ti portable Training Lab Model TL-101.

*Please note that this is a no substitute solicitation.

Questions regarding the technical aspects of this bid should be directed to Kip Hursh, Ranger Operations Specialist at (717) 783-4359 or khursh@pa.gov. Questions regarding the contracting or bidding aspects of this solicitation should be directed to Carol Durham at (717) 783-3309 or cdurham@pa.gov.

II. CONTRACTOR QUALIFICATIONS:

This invitation for bid (IFB) is reserved for the Small Business Procurement Initiative as designated in Executive Order 211-09 dated November 21, 2011. Only Self Certified Small Businesses which have been certified by the Department of General Services prior to the bid opening date and time may submit a response to this IFB.

Your self-certification form from the Department of General Services must be submitted along with your IFB response. Failure to produce a valid Self Certified Small Business certificate shall render your submission non-responsive.

For more information on the Department of General Services Small Business Self Certification process please visit: www.smallbusiness.pa.gov.

III. CONTRACT REQUIREMENTS:

Supply of one (1) Ti Training portable Training Lab TL-101, current model or newer, to include the following standard and optional equipment and accessories:

- Fully Portable and Mobile System
- Easily Upgradeable System
- Ability to use Bureau of State Parks current firearm (.40 Smith & Wesson M&P) for use
- 750+ pre-loaded scenarios
- TASER, OC Spray and Baton options available
- Printable Training Reports for Documentation
- The ability to create State Park setting scenarios

- Scene Magnification
- Interactive Debriefing Tools
- Full Warranty with 24/7 technical support and loaner system
- Master Instructor Onsite Training

Delivered to:

Rachel Carson State Office Building
Bureau of State Parks
400 Market Street – 8th Floor
Harrisburg PA 17101-2301

*Bid price is to include delivery as well as all shipping, transportation, environmental handling, unloading charges, and any other associated charges for delivery.

Vendor will notify the Office at (717) 787-8800 to give 24-hours advance notice for the expected delivery date and time of arrival to the site.

IV. CONTRACT TERM:

The contract shall commence upon execution and receipt of purchase order and Notice to Proceed and terminate October 31, 2019.

V. BID AWARD:

Bidder must complete and return the following:

- A. The electronic Invitation for Bid to be found at www.pasupplierportal.state.pa.us,
- B. A copy of your self-certification form from the Department of General Services and the Small Business Procurement Initiative. Failure to produce a valid Self-Certified Small Business certificate shall render your submission non-responsive.
- C. A properly executed Reciprocal Limitations Act form that lists the state of manufacture for any supplies procured.

The unit price shall include all materials and items necessary for product specifications.

The bid will be awarded based on total sum.

Please note that the Department will only accept out to two (2) decimal points when entering your pricing.

VI. PAYMENT TERMS:

Payment shall be made on a reimbursement basis following the delivery and final acceptance of approved product.

VII. INVOICES:

Invoice format shall be in accordance with the IFB – Invitation for Bid.

All invoices for this contract MUST either be:

- A. Emailed to the following for a Paperless Email Invoice Option:

Email a copy of the correctly executed invoice to: 69180@pa.gov.

For information on the Commonwealth's E-Invoicing Program, visit:
<http://www.budget.pa.gov/Programs/Pages/E-Invoicing.aspx>.

- B. Or mailed to the following address:

Commonwealth of PA – PO Invoice
PO Box 69180
Harrisburg PA 17106

All invoices MUST have the purchase order number, as well as your SAP Vendor Number on the invoice. The name and address listed on the purchase order must also be listed on each invoice. Failure to provide this information may result in a delay of payment.

Please Note: Vendors are reminded to **NOT** include employer identification numbers, Social Security Numbers, bank account information, or other personally identifiable information on their invoices. That information is uniquely tied to your SAP Vendor Number and, for security purposes, should not be explicitly stated on an invoice.

VIII. RECEIPT AND OPENING OF BIDS:

Bids will be submitted via the PA Supplier Portal, to be found at www.pasupplierportal.state.pa.us. Faxed bids and mailed bids will not be accepted.

No responsibility will be attached to any employee of the Department for the premature opening of, or the failure to open, a bid for any reason whatsoever.

IX. BID RESULTS:

Bidder can obtain bid results by accessing <http://www.emarketplace.state.pa.us/BidTabs.aspx>. The bids will be posted within three (3) business days following the bid opening. The results are the apparent bidders, and all bids are under review until final award of the purchase order.