



To: Prospective Supplier

**From: Kip Smalligan, Sr. Strategic Sourcing Specialist, Procurement Services
Ph 616/331-3211, Fax 616/331-3287, E-mail smalligk@gvsu.edu**

Date: January 19, 2017

**Subject: Request For Proposal #217-31
Christie Projector for Louie Armstrong Theater**

Grand Valley State University is accepting sealed bid proposals for a Christie projector for its Louie Armstrong Theater.

If you desire to submit a proposal for RFP #217-31, it must be received no later than 5:00 p.m., Tuesday January 31, 2017 to Attn: Kip Smalligan, Procurement Services, Zumberge Hall, Room 2015, 1 Campus Dr., Allendale, MI 49401-9403. Proposals may be submitted by mail, courier, or drop off. No e-mail, telephone, fax or verbal quotations will be accepted. Please indicate RFP #217-31 on your envelope or package. Grand Valley State University is not responsible for late, lost, misdirected, damaged, incomplete, illegible or postage-due mail.

Before sealing the envelope, check to be sure that:

All addenda received are acknowledged.
The Proposal & Contract form is signed by an authorized individual

Direct questions regarding this RFP to Kip Smalligan at the above contact information.

GVSU RFP #217-31 Christie Projector: Instructions

1. Grand Valley State University is accepting sealed bid proposals for a Christie projector for its Louie Armstrong Theater. **If you desire to submit a proposal for RFP #217-31, it must be received no later than 5:00 p.m., Tuesday January 31, 2017 to Attn: Kip Smalligan, Procurement Services, Zumberge Hall, Room 2015, 1 Campus Dr., Allendale, MI 49401-9403.** Proposals may be submitted by mail, courier, or drop off. No e-mail, telephone, fax or verbal quotations will be accepted. Please indicate RFP #217-31 on your envelope or package. Grand Valley State University is not responsible for late, lost, misdirected, damaged, incomplete, illegible or postage-due mail. **Provide two hard copies of your proposal.**
2. Should it become necessary to revise any part of the RFP, notice of the revision will be given in the form of an addendum to all prospective suppliers on record as having received the RFP. Any addendum notices will also be posted on the [Bid Opportunities](#) page of the GVSU Procurement Services website www.gvsu.edu/purchasing. Each supplier should acknowledge receipt of addenda in their proposal, but the failure of a supplier to receive or acknowledge receipt of any addendum, shall not relieve the supplier of the responsibility for complying with the terms thereof.
3. In order to comply with the State of Michigan higher education appropriation bill, GVSU supports the following State of Michigan procurement requirements.

"Funds appropriated from the State shall not be used for the purchase of foreign goods or services, if competitively priced and of comparable quality American goods and services are available. Preference should be given to goods and services manufactured or provided by Michigan businesses, if they are competitively priced and of comparable quality."
4. Quote on both of the projector options listed in the specifications. GVSU will be purchasing one or the other, but not both. Quote on the exact make and models specified.

All products and materials shall be new and all work shall be of good quality, free from defects. Do NOT quote on rebuilt equipment.
5. **Include all costs in your proposal including freight, and delivery.** Products are to be delivered F.O.B Allendale campus. Proposal cost must also include all packaging, insurance, instruction and operation manual charges. State if there are any special delivery requirements.
6. State full details of any warranties provided.
7. Complete the Proposal form on page 4-5 and include with your proposal.
8. Acceptance of proposal will be made by purchase order
9. Grand Valley State University is Michigan sales tax exempt. Our exemption certificate is available at https://www.gvsu.edu/cms4/asset/EE24AE20-9C2A-818B-AADA1C899F328A1B/mi_sales_tax_exempt_certificate_-_current.pdf
10. Any questions must be directed to Kip Smalligan at 616/331-3211 or smalligk@gvsu.edu.

GVSU RFP #217-31 Christie Projector: Specifications

Quote on both of the below projector specification options. GVSU will be purchasing one or the other, but not both.

Delivery is required no later than March 15, 2017; earlier is preferable if available. State product availability.

1. Christie Roadster HD10K-M 1080 HD 3DLP Projector (Part Number: 118-011103-XX)

With the following standard accessories:

- (1) 350W Mercury Lamp (Part Number: 003-100857-XX)
- Twin DisplayPort input card (Part Number: 108-451101-XX)
- Dual-link DVI input card (Part Number: 108-312101-XX)
- User manual
- IR remote
- Line cord

With the following additional parts and optional accessories:

- ILS Lens 2.8-4.5:1 SX+/2.6-4.1 HD (Part Number: 118-100114-XX)
- Stacking Frame (Part Number: 118-100107-XX)
- Twin HDMI input card (Part Number: 108-311101-XX)

2. Christie Roadster HD10K-M 1080 HD 3DLP Projector (Part Number: 118-021104-XX)

With the following standard accessories:

- (1) 350W Mercury Lamp (Part Number: 003-100857-XX)
- Twin DisplayPort input card (Part Number: 108-451101-XX)
- Dual-link DVI input card (Part Number: 108-312101-XX)
- Dual SD/HD-SDI input card (Part Number: 108-313101-01)
- Video decoder input card (Part Number: 108-310101-XX)
- User manual
- IR remote
- Line cord
- Stacking frame (Part Number: 118-100107-XX)

With the following additional parts and optional accessories:

- ILS Lens 2.8-4.5:1 SX+/2.6-4.1 HD (Part Number: 118-100114-XX)
- Substitute the standard accessory
 - o Video decoder input card (Part Number: 108-310101-XX)
- With the optional accessory
 - o Twin HDMI input card (Part Number: 108-311101-XX)

PROPOSAL FORM
Christie Projector for Louie Armstrong Theater • RFP #217-31

The undersigned certifies that to the best of his/her knowledge:

- There is no officer or employee of Grand Valley State University who has, or whose relative has a substantial interest in any contract award subsequent to this proposal.
- The names of any and all public officers or employees of Grand Valley State University who have, or whose relative has, a substantial interest in any contract award subsequent to this proposal are identified by name as part of this submittal.

Name(s)

The undersigned further certifies that their company ____ IS or ____ IS NOT currently debarred, suspended or proposed for debarment by any federal entity. The undersigned agrees to notify the University of any change in this status, should one occur, until such time as an award has been made under this procurement action.

Supplier declares the following legal status in submitting this proposal:

- A partnership
- A corporation organized and existing under the laws of the State of _____
- An individual doing business as (DBA) _____

Supplier declares that company is at least 51% owned, controlled and actively managed by (check all that apply):

- | | | |
|--|--|---|
| <input type="checkbox"/> African-American | <input type="checkbox"/> Native American | <input type="checkbox"/> Woman/Women |
| <input type="checkbox"/> Asian American | <input type="checkbox"/> Multi-Racial | <input type="checkbox"/> ADA Disabled Person(s) |
| <input type="checkbox"/> Hispanic American | | |

Supplier acknowledges receipt of the following addenda:

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

BASE PROPOSAL: Attach your proposal.

The undersigned proposes to furnish all labor, materials, equipment, tools and services required to complete the work in accordance with the proposed Contract Documents listed herein, including all addenda issued pertaining to same, for the sum or sums as stated, and agrees that these Documents will constitute the Contract if accepted by Grand Valley State University.

Company Name

Address

City/State/Zip Code

Office Phone No.

Mobile Phone No.

E-mail

Authorized Agent Signature

Name & Title

Witness Signature

Name

Tax Identification No.

Date

III. ACCEPTANCE: This proposal is accepted by Grand Valley State University

Authorized Agent Signature

Name & Title

Witness Signature

Name

Office Phone No.

Fax No.

381684280

GVSU Tax Identification No.

Date