



Boone County Purchasing
601 E. Walnut, Room 208
Columbia, MO 65201

Request for Quote (RFQ)

Melinda Bobbitt, CPPB, Director
(573) 886-4391 – Fax: (573) 886-4390
Email: mbobbitt@boonecountymo.org

79-31DEC04 – DIGITAL CAMERA AND ACCESSORIES

INSTRUCTIONS AND GENERAL CONDITIONS OF BIDDING

1. The Boone County Purchasing Department has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer considered the most advantageous to the County.
2. Bidders must use the response form provided for the purpose of submitting bids, must return the response form, give total price and sign the bid.
3. Do not include Federal Excise Tax or Sales and Use Tax in bid process, as the County is exempt from them by law.
4. The Boone County Purchasing Department reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Boone County Purchasing Department.
5. In case of default by the Contractor, the Boone County Purchasing Department will procure the services from other sources and hold the Contractor responsible for any excess cost occasioned thereby.
6. Failure to deliver as guaranteed may disqualify Bidder from future bidding.
7. Prices must be stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications. Pricing must be firm for 60 days.
8. Failure to comply with any of the above instructions and general conditions of bidding will disqualify the bidder.
9. Any questions or concerns about the quote must be presented in writing to Melinda Bobbitt, CPPB, Director of Purchasing, by December 30, 2004, 5:00 p.m. by fax (573) 886-4390 or e-mail: mbobbitt@boonecountymo.org.
10. **Descriptive Literature:** Bidders proposing to furnish items other than specified must submit Complete Descriptive Literature with bid. Bids received without descriptive literature are

subject to rejection.

11. **Or Equal:** Bidders are to bid as specified herein or bid an approved equal. Determination of equality is solely Boone County's responsibility.

12. **FOB Destination:** All deliveries shall be made FOB Destination with freight charges fully included and prepaid. The seller pays and bears the freight charges.

Specifications:

All items shall be shipped FOB Destination.

Digital Camera: Fuji FinePix 4.0 – Megapixel : Model #S3100 or equivalent with the minimum specifications:

- **Quantity:** 1 each
- **Image Resolution:** Up to 2272 x 1704
- **Image Storage Media & Capacity:** xD-Picture Card (16MB to 512MB)
- **Imaging Sensor Resolution:** 4.23 total, 4.0 effective megapixels
- **Lens:** 6x optical/3.4 digital/20.4x total zoom
- **Viewfinder:** 1.5" TFT-LCD; electronic viewfinder
- **Shutter Speeds:** ¼ - 1/1500 seconds
- **Aperture Range:** f/2.8 – f/4.8 – f/8.2 (wide); f/3.0 – f/5.2 – f/8.7 (telephoto)
- **White Balance:** Auto, preset (fine, shade, daylight fluorescent, warm white fluorescent, cool white fluorescent, incandescent)
- **Flash Range:** 2.6' – 11.5' (wide); 2.6' – 11.5' (telephoto)
- **Flash Modes:** Auto, red-eye reduction, forced flash, suppressed flash, slow synchro, slow synchro with red-eye reduction
- **Focus Range:** 2.6' –infinity (normal); 3.9" – 2.6' (macro)
- **Movie Mode:** Yes
- **ISO Equivalent:** ISO 100 equivalent; auto between 64 and 250
- **Interface:** USB
- **Video Outputs:** NTSC, PAL
- **File Formats:** JPEG (EXIF 2.2), AVI (Motion JPEG); DPOF-compatible
- **Exposure Control:** Programmed AE
- **Batteries:** 4 AA alkaline
- **Digital Magnification:** 3.4x
- **Imaging Sensor Type:** CCD
- **Imaging Sensor Size:** ½.7"
- **Tripod Mount:** Yes
- **Accessories:** 16MG xD-Picture Card, USB cable, video cable, shoulder strap, 4 AA alkaline batteries, lens cap, lens adapter/filter ring, user manual
- **Software Included:** FinePix Viewer, ImageMixer VCD 2 for FinePix or equivalent
- **Warranty:** Parts – 1 year; Labor – 1 year

Card Reader/Writer: Digital Camera 9-in-1: Model #CR-70 or equivalent with the minimum specifications:

- **Quantity:** 3 each
- Automatically uploads digital photos to hard drive

- Can read up to 9 different types of memory cards: Digital Camera Compact Glash, Smart Media, Multi Media, XD Magic Stick, Secure Digital memory Stick, Memory Stick Pro, IBM Micro Drive
- Plug and play installation
- USB connector
- PC compatible

Travel Kit: Fuji – Digital Camera: Model # 43900129 or equivalent with the minimum specifications:

- **Quantity:** 1 each
- Padded nylon camera bag for Fuji model S3100 with internal divider and pockets for extra batteries, memory, adapters or cables
- AA/AAA auto/home battery charger
- 4 AA rechargeable NiMH batteries

Return quote by Friday, December 31, 2004, 10:30 a.m. by fax (573) 886-4390 or mail:

Boone County Purchasing
 Melinda Bobbitt, CPPB, Director
 601 E. Walnut, Room 208
 Columbia, MO 65201

Response Form

<u>Description</u>	<u>Quantity (each)</u>	<u>Unit Price</u>	<u>Ext. Price</u>
Digital Camera	1	\$ _____	\$ _____
Card Reader/Writer	3	\$ _____	\$ _____
Travel Kit	1	\$ _____	\$ _____
TOTAL			\$ _____

The undersigned hereby offers to furnish and deliver the services as specified at the price and terms stated and in strict accordance with the specifications, instructions, and general conditions of bidding which have been read and understood, and all of which are made a part of this order.

SIGNATURE: _____

PRINTED NAME: _____

Business Name: _____

Address: _____

Phone Number: _____ E-mail: _____

Fax Number: _____