

**RFQ for Products & Services
Open Market
Lowest Price, Technically Acceptable**

Request for Quotation

RFQ Number: 23-1
Request Date: 3/10/23

To: Supplier of Office Scanners

Product Preference and Quantity:

(5) Kodak S3120 Max Scanners, 120 PPM 3 Mo Standard Warranty.
Although a brand name is listed, brand name or equal is acceptable.
(5) Extended Warranty per unit for 1 year is requested.

Special Notes:

This is a request for **Open Market Pricing**.

All items should be quoted **F.o.b.**

Quotes may be e-mailed to the below listed email address by **(3/27/23)** by 4:00 p.m. **Submit a detailed quotation by using your own format.**

A fixed price award from this RFQ will be made based on the lowest priced, technically acceptable offer. Delivery is desired within 90 days after award.

Quotes and questions concerning this RFQ should be addressed to
steve_peterson@caeb.uscourts.gov

The **Delivery Address** for this purchase is: U.S. Bankruptcy Court, Attention I.T Dept., 501 I Street, Suite 3-200, Sacramento, CA 95814

Sincerely,

Steve Peterson
Contracting Officer
U.S. Bankruptcy Court
501 I Street, Suite 3-200
Sacramento, CA 95814

APPLICABLE JUDICIARY TERMS AND CONDITIONS

1. Clause B-5, Clauses Incorporated by Reference (SEP 2010)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>

(end)

2. The contractor shall comply with the clauses in this paragraph that the contracting officer has indicated as being incorporated in this contract: [*Contracting officer check as appropriate.*]

Clause 2-35 F.o.b. Destination, Within Judiciary's Premises (JAN 2003)

Clause 2-130 Energy Efficiency in Energy-Consuming Products (APR 2013)

Clause 2-135 IEEE Standard for Environmental Assessment of Personal Computer Products (APR 2013)

Clause 3-3 Provisions, Clauses, Terms and Conditions - Small Purchases (APR 2013)

Clause 6-85 Commercial Computer Software License (APR 2013)

Clause 6-105 California E-Waste Fee (APR 2013)

Clause 7-115 Availability of Funds (JAN 2003)

SUBMISSION OF QUOTE AND EVALUATION OF OFFERS

1. The following judiciary provisions, that the contracting officer has indicated are applicable, are incorporated in this solicitation: [*Contracting officer check as appropriate.*]

Provision B-1, Solicitation Provisions Incorporated by Reference (SEP 2010)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this address: <http://www.uscourts.gov/procurement.aspx>.

(end)

Solicitation Provisions Incorporated by Reference

X Provision 2-100, Brand Name or Equal (APR 2013)

Provision 3-135, Single or Multiple Awards (JAN 2003)

Provision 2-85C, Evaluation of Options Exercised at Time of Contract Award (JAN 2003)

Additional Solicitation Provisions

X Provision 4-1, Type of Contract (JAN 2003)

The judiciary plans to award a Firm Fixed Price type of contract under this solicitation, and all offers shall be submitted on this basis. Alternate offers based on other contract types will not be considered.

(end)

(The contracting officer may incorporate additional clauses – by reference or in full text – or provisions in the above template. Refer to the Guide to Judiciary Policy, Vol 14, Chapter 1, [Appx 1B](#) to determine, if the provision or clause can be included by reference or must be included in full text. If any provisions are incorporated by reference, Provision B-1 also must be marked as applicable. Use of certain clauses/provisions may require a one-time delegation of procurement authority.)