

METROPOLITAN COMMUNITY COLLEGE

3200 BROADWAY -- KANSAS CITY, MISSOURI 64111

(816) 759-1100

Purchases of Supplies and Services INQUIRY FOR PRICE -- NOT AN ORDER

An Equal Opportunity/Affirmative Action Employer

BID NUMBER

6834

January 30, 2012

DATE

Quotations are requested on the following list of materials, articles or services for delivery to College or Department designated, subject to the conditions of the inquiry.

1. Submit one copy of proposal in a sealed envelope marked in the lower left-hand corner "Quotation on Bid Number (As Shown)."
2. Prices must be stated in units of quantity specified and extended in total column.
3. Proposals, to receive consideration, must be received prior to time designated in this inquiry, and none will be accepted thereafter.
4. The Board of Trustees reserves the right to waive defects and informalities in proposals, to reject any or all proposals, or to accept any proposals as may be deemed to its interest, and to award by item, combination of items or lot.
5. MO SALES AND USE TAX Not applicable to any purchase. Exemption certificate furnished as required.
6. Any bid may be withdrawn at any time prior to that specified herein for the opening of bids, but no bid may be withdrawn for a period of sixty (60) days thereafter.
7. Instructions, manufacturer's catalog numbers, etc., where shown herein, are for descriptive purposes to guide the bidder in interpreting the standard of quality, design and performance required, and shall not be construed to exclude proposals based on furnishing other types of materials or service. However, any substitution or departure proposed by bidder must be clearly noted and described and must meet the prescribed specifications as to standard of quality, general design and performance required.
8. Samples requested, if any, must be furnished free of expense, prior to opening of bids, and if not destroyed or required in connection with the award or delivery will, upon request, be returned at the bidder's expense. Right is reserved to mutilate or destroy any samples if considered necessary for testing purposes.
9. Prices quoted, unless otherwise stated by bidder, are to include any packing, crates, containers, etc., necessary to complete delivery as designated herein.
10. It is to be understood the bidder, if awarded an order or contract agrees to protect, defend and save harmless the Board of Trustees from any suits or demands for payment that may be brought against it for the use of any patented material, process, article or device that may enter into the manufacture, construction or form a part of the work covered by either order or contract; and he further agrees to indemnify and save harmless the Board of Trustees from suits or actions of every nature and description brought against it for, or on account of any injuries or damages received or sustained by any party or parties by, or from any of the acts of the contractor, his servants or agents.
Insofar as Workman's Compensation Act is concerned, the bidder or contractor agrees to furnish an official certificate or receipt of the Industrial Commission of MO, showing that he has paid into the State Insurance Fund the necessary premiums, whenever in the opinion of the Board of Trustees certificates are deemed necessary.
11. A 5% preference shall be granted to all firms, corporations, or individuals doing business as a Missouri firm, corporation or individual on all contracts other than new construction, provided the additional cost to the District does not exceed \$500.
12. Information pertaining to any item of this request may be obtained by contacting the Director of Purchasing as shown.

DIRECTOR OF PURCHASING
3200 BROADWAY, KANSAS CITY, MO 64111

Closing time of bids: **2:00PM February 14, 2012**

Dorothy Miller

Director of Purchasing

MATERIAL, ARTICLES OR SERVICE	UNIT PRICE	TOTAL
FEDERAL EXCISE TAX NOT APPLICABLE TO ANY PURCHASE. Exemption certificates will be furnished where necessary		
SEALED BID FOR Dental Mobile Simulators as per attached specifications.		
BIDS ARE TO BE CONTAINED IN SEALED ENVELOPES MARKED SEALED BID NO. 6834 Dental Mobile Simulators And addressed to the: DIRECTOR OF PURCHASING METROPOLITAN COMMUNITY COLLEGE 3200 BROADWAY KANSAS CITY, MISSOURI 64111		
Above Prices Are to be Quoted F.O.B. College or Department Designated		
TERMS: _____% cash discount if paid within _____ days from delivery and acceptance of goods.		

THIS CERTIFICATE MUST BE EXECUTED BY BIDDER

In compliance with the above invitation for bids, and subject to all the conditions thereof, the undersigned agrees, if this bid be accepted within the time stipulated above in paragraph 6, to furnish any or all of the items upon which prices are quoted in accordance with the specifications applying at the price set opposite each item.

Delivery, to destination as shown above, of any or all of the items, to be completed within _____ days from receipt or order. ←

IMPORTANT → As delivery may be a deciding factor in the award of an order, it is important that bidders furnish the information requested above.

Company Name: _____

Typed Name of Company

Address: _____

Signature

City, State, Zip: _____

Typed Name and Title

Phone Number

Form No. 1.0178

ITEM #	Qty.	DESCRIPTION	UNIT COST	TOTAL COST
1	4	A-dec 41L Mobile Simulators	_____	_____
2	4	A-dec 0.10069734 SyneA TA-97LED+	_____	_____
3	4	A-dec 0.10402430 RQ-24 Roto-Quick Coupler	_____	_____
4	4	A-dec 0.10002532 Alegra AM-25 Air Motor	_____	_____
5	4	A-dec 0.10255632 Alegra WE-56	_____	_____
6	4	A-dec 0.10114432 HP-44M Attachment	_____	_____
7	4	A-dec 83.0425.01 Universal Lab Light	_____	_____
8	4	A-dec 0.10400430 RQ-04 Roto-Quick Coupler	_____	_____
9	4	A-dec 0-10154332 Alegra HE-43 Attachment	_____	_____
TOTAL COST ITEMS 1-9			_____	_____

Bids are to be submitted on the above or approved equal. If quoting an alternate, descriptive literature must be included with your bid or it will be rejected.

Pricing is to include all delivery charges to MCC-Health Sciences Institute, 3444 Broadway, Kansas City, MO 64111.

AWARD

Award will be made on an “all or nothing” basis on items 1-9.

TOBACCO FREE

Metropolitan Community College is committed to providing a safe and healthy environment for all students, employees, contractors and visitors. As a result of this commitment, the use of tobacco and tobacco substitute products on all campus premises, leased property and in college owned vehicles is prohibited. This policy applies to all students, employees, contractors and visitors.

EQUAL OPPORTUNITY

The Metropolitan Community Colleges are firmly committed to the policy of equal opportunity in employment to all persons irrespective of race, creed, color, national origin or sex, and will contract only with persons and firms subscribing to such policy. In signing this bid document in connection with furnishing of supplies, equipment or performance of work, the contractor agrees to comply with the Fair Labor Standard Act, Civil Rights Act of 1964 as amended, Executive Order No. 11246, Fair Employment Practices, Equal Opportunity Employment Act, and all other applicable Federal and State laws, Federal Executive Orders and Municipal Ordinances.

5% PREFERENCE

5% preference shall be granted to all firms, corporations, or individuals doing business as a Missouri firm, corporation or individual provided the additional cost to the District does not exceed \$500. To be eligible for this 5% preference, out-of -state bidders should submit evidence to show they are conducting Business in Missouri.

CASH DISCOUNT

Cash discounts will be used in determining the low bid. Cash Discount must be indicated on Bid Cover Sheet.

PROCEDURES

Vendors must submit their bids on these “Request for Bid” pages.

MINORITY & WOMEN BUSINESS ENTERPRISE PARTICIPATION

It is the practice of Metropolitan Community College (MCC) to ensure full and equitable economic opportunities to persons and businesses that compete for business with the College, including Minority and Women Business Enterprises (M/WBEs).

MCC encourages M/WBE participation in contracts for goods and services by firms that are certified. This may either be by the primary supplier/contractor being a certified M/WBE or by the utilization of qualified

subcontractors, suppliers, joint ventures or other arrangements that afford meaningful opportunities for M/WBE participation. Work performed by M/WBEs must provide a commercially useful function related to the delivery of the service/product required herein. Second tier participation where suppliers generally provide supplies to a corporation but that are not directly related to this contract does not qualify as meaningful participation. MCC will consider certifications from agencies not located in Missouri for M/WBEs not located in Missouri with the approval of the Director of Purchasing.

M/WBE means a business that is a sole proprietorship, partnership, joint venture or corporation in which at least fifty-one percent (51%) of the ownership interest is held by minorities or women and the management and daily business operations of which are controlled by one or more minorities or women who own it. Minority is defined as belonging to one of the following racial minority groups: African Americans, Native Americans, Hispanic Americans, Asian Americans, American Indians, Eskimos, Aleuts and other groups that may be recognized by the Office of Advocacy, United States Small Business Administration.

Bidders must indicate their MBE and WBE participation levels committed to this project on the “**M/WBE Participation Form**” included in this document. The names and percent participation of each MBE and WBE should also be provided on this form.

The contractor/supplier shall provide annual reports (or more frequently if requested) of the financial participation of M/WBEs. The report shall include the name(s) and address(es) of the certified M/WBEs, products or services provided and the total dollar amount or percentage of utilization. The annual report shall also include, separately, all second tier participation the contractor/supplier may have.

MCC will monitor the contractor/supplier’s compliance in meeting the M/WBE participation levels committed to in the awarded proposal. If the contractor/supplier’s payments to participating M/WBEs are less than the amount committed to in the contract, MCC may cancel the contract or suspend or debar the contractor/supplier from participating in future contracts.

If a participating M/WBE fails to retain their certification or is unable to satisfactorily perform, the contractor/supplier must obtain other certified M/WBEs to fulfill the M/WBE participation requirements committed to in the awarded proposal. The contractor/supplier must obtain the written approval of the Director of Purchasing for any new M/WBE participants. This approval shall not be arbitrarily withheld. If the contractor/supplier cannot obtain an M/WBE replacement, the contractor/supplier must submit documentation to the Director of Purchasing detailing all efforts made to secure an M/WBE replacement. The Director of Purchasing shall have sole discretion in determining if the actions taken by the contractor/supplier constitute a good faith effort to secure the participation of M/WBEs and whether the contract will be amended to change the M/WBE participation commitment.

M/WBE PARTICIPATION FORM

If proposing MBE/WBE participation, the contractor/supplier must indicate below the percentage of qualified MBE and WBE participation committed to in relation to the total dollar value of the contract regardless of whether the contractor/supplier is awarded one, some or all of the categories being proposed. Overall, the MBE and WBE participation must not be contingent upon award of a specific category and the contractor/supplier, if awarded a contract, must be able to achieve the stated participation for the resulting contract regardless of the categories awarded or not awarded. The contractor/supplier must be able to achieve participation stated below for the total value of the awarded contract(s). If the contractor/supplier is a qualified MBE and/or WBE, the contractor/supplier may indicate 100% participation.

The contractor/supplier is committed to the following MBE and WBE participation on this bid:

Total MBE Participation _____% **Total WBE Participation _____%**

Complete the following table indicating the firms used to meet the participation levels indicated.

MBE Firm Name	MBE % of Contract	WBE Firm Name	WBE % of Contract

THIS FORM MUST BE SUBMITTED WITH THE BID

Acknowledgement of Receipt

This Form Must be Completed and Faxed Upon Receiving the Request for Bid

6834 Dental Mobile Simulators

Please fill in the requested information below and return by fax, as acknowledgement that you have received the Request for Bid noted above.

Metropolitan Community College
Purchasing Department
Fax: 816-759-1221

By doing this, we will be able to provide notification of any addenda to the RFP.

Name of Firm: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Name: (Print) _____

Title: _____

Email address: _____

Signature: _____ Date: _____

_____ Yes, our company does have an interest in responding.

_____ No, our company does NOT have an interest in responding.

Fax this to MCC prior to **NOON on February 13, 2012.**