

BID ADVERTISEMENT

Sealed proposals will be received by the City Clerk of the City of Rome, New York, until 3:00 P.M. local time, February, 28th, 2018, for the following project:

RFP-2018-001

PRINTER LEASE AGREEMENT

Proposals will be publicly opened and read aloud at 3:00 P.M., local time, the same day, February 28th, 2018 in the Council Chambers, 2nd Floor, City Hall, Rome, New York.

All proposals shall be made on forms furnished and shall be enclosed in a sealed envelope marked to the attention of the City Clerk as follows:

ROME CITY CLERK

RFP-2018-001

CITY OF ROME PRINTER LEASE

(Bidder's Name)

Owner: City of Rome.

Owner's Representative:

Logan Fournier
City of Rome, Purchasing Agent
198 N Washington St., Rome NY, 13440
315-339-7665

PROJECT DESCRIPTION: The City is soliciting bids from qualified vendors of printers and print software. The intent is to develop a Printer Lease Agreement for performance measures. The qualified distributor will enable the City to significantly improve print effectiveness, enhance its quality of services, and minimize its support costs. Specific requirements are defined in the Technical Specifications section of this RFP document.

Bids will be advertised electronically at; www.romenewyork.com under the treasurer and purchasing tab. As well as BidNet.com and MVB.com. The plans are available for download (Adobe PDF) at the City's website on the purchasing tab at no charge; however, be advised that incomplete bids will be disqualified.

All questions should be directed to Rome City Purchasing Agent, Logan Fournier. PH: 315-339-7665 EMAIL: LFournier@RomeCityGov.com

It is the policy of the City of Rome to encourage the greatest possible participation of minority and women-owned business enterprises. All qualified Minority and Women-Owned Business Enterprises (MWBE) suppliers, contractors, and/or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, sex, age, disability or sexual preference.

Proposals may not be withdrawn within sixty (60) days after the date set for the opening thereof. Incomplete bids will be disqualified.

The City of Rome, New York, reserves the right to reject any or all proposals or to accept any proposal deemed to be in its best interest.

Jean Isom Grande
City Clerk
Board of Estimate & Contract

LEGAL SECTION: 1 TIME

DATE: January 29th, 2018

TO APPEAR: January 29th, 2018