



INVITATION FOR BIDS
OFFICE OF PROCUREMENT & CONTRACTS

1. INSTRUCTIONS FOR BIDDERS

- a. Sealed bids will be received in the Office of Procurement & Contracts, Mississippi State University, for the purchase of the items listed herein.
- b. All bids must be received in the Office of Procurement & Contracts on or before the bid opening time and date listed herein. Delivery of bids must be during normal working hours, 8:00 a.m. to 5:00 p.m. CST, except on weekends and holidays when no delivery is possible.
- c. Bidders shall submit their bids either electronically or in a sealed envelope.
 - i. Sealed bids should include the bid number on the face of the envelope as well as the bidders' name and address. Bids should be mailed to, 245 Barr Avenue, 610 McArthur Hall, Mississippi State, MS 39762.
 - ii. At this time we only accept non-ITS bids electronically. For electronic submission of bids, go to: [https://www.ms.gov/dfa/contract bid search](https://www.ms.gov/dfa/contract_bid_search), and use the RFX number on the next page as your reference number.
- d. All questions regarding this bid should be directed to the Office of Procurement & Contracts at 662-325-2550.

2. TERMS AND CONDITIONS

- a. All bids should be bid "FOB Destination"
- b. Bidders must comply with all rules, regulations, and statutes relating to purchasing in the State of Mississippi, in addition to the requirements on this form. General Bid Terms and Conditions can be found here:
https://www.procurement.msstate.edu/procurement/bids/Bid_General_Terms_May_2019_V2.pdf
- c. Any contract resulting from this Invitation for Bid shall be in substantial compliance with Mississippi State University's Standard Contract Addendum:
<https://www.procurement.msstate.edu/contracts/standardaddendum.pdf>

Bid Number/RFX Number: 19-51

Opening Date: July 23, 2019 @2:00 p.m.

Description: Lifesize Video Conferencing Equipment

Vendor Name: _____

Vendor Address: _____

Telephone Number: _____

Days the Offer is Firm: _____

Authorized Signature: _____

Name: _____

Title: _____

Item	Quantity	Description	Unit Price	Total Price
		Mississippi State University is seeking to purchase Lifesize Video Conferencing Equipment with three year maintenance to enable distance learning in three existing technology classrooms		
		These are for estimated amount only. Actual orders may be for more or less.		
1	3	Lifesize Camera 10X "A" – Lifesize HD Camera Vendor's Part Number: 1000-0000-0410		
2	3	Lifesize Digital Micpod Vendor's Part Number: 1000-0000-0593		
3	3	Lifesize Link Adapter Vendor's Part Number: 1000-0000-0887		
4	3	Lifesize Icon 800-10X Optical PTZ Camera – Dual Display, 1080P Vendor's Part Number: 1000-0000-1173		
5	3	Camera 10X, 3 Year Lams Vendor's Part Number: 1000-2300-0410		
6	3	Digital Micpod 3 Year Lams Vendor's Part Number: 1000-2300-0593		
7	3	Lifesize Icon 800-Lams (3 year) Vendor's Part Number: 1000-2300-1172		