



INVITATION FOR BIDS
OFFICE OF PROCUREMENT SERVICES

1. INSTRUCTIONS FOR BIDDERS

- a. Sealed bids will be received in the Office of Procurement Services, Mississippi State University, for the purchase of the items listed herein.
- b. All bids must be received in the Office of Procurement Services 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, in Bully Buy, or in a sealed envelope. Bids CANNOT be emailed
 - a. 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 : 405 Garrard Road E, Starkville, MS 39759.
- 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: MSU2026049

Opening Date: March 12, 2026 at 2:00 p.m.

Description: EEG Equipment

Vendor Name: _____

Vendor Address: _____

Telephone Number: _____

Email Address: _____

Days the Offer is Firm: _____

Authorized Signature: _____

Name: _____

Title: _____

Item	Quantity	Description	Unit Price	Total Price
1	2	EEG data package		

Each of the two research-ready (or “plug-and-play”) packages must include all core equipment necessary for operation, all necessary accessories to facilitate research, spare electrodes, and multiple caps to facilitate rapid setup of multiple research participants. Each of the two packages should include the software and a perpetual license to operate the software on an MSU-owned computer; computers will be procured in a separate solicitation.

Competitive bids must explicitly provide details for each of the required package components. Vendors are welcome to include additional components, above and beyond this minimum requirement list, if those components will facilitate the goal of rapid research setup with multiple research participants.

- 1. EEG Data Acquisition System** – including recorder, software, power supply, connection cables, and other necessary accessories.
Required quantity: 1 system per package; 2 total.
- 2. 32-Channel Electrode Bundle**– including appropriate electrodes, ground, reference, and other necessary accessories; low-profile electrodes preferred.
Required quantity: 4 electrode bundles per package; 8 total.

3. **128-Channel High-Precision EEG Caps** – including adult size caps, compatible with provided electrode bundles.
Required quantity: 8 cap kits per package; 16 total.
4. **Trigger Kit** – including external trigger interface unit, and all appropriate trigger transmission cables.
Required quantity: 1 trigger kits per package; 2 total.
5. **Bipolar Electrode Kits** – extra compatible electrodes, hat-style and disc-style for on-body recordings of EOG, ECG, and EMG signals. Minimum: 3 electrodes, with accompanying washers and gel
Required quantity: 1 kit per package; 2 total.
6. **Galvanic Skin Response Sensor Kit** – including appropriate adapters, cables, sensors, and other necessary accessories
Required quantity: 1 kit per package; 2 total.
7. **EEG Cap Control Interface** – compatible with provided caps and electrode bundles, including all necessary accessories
Required quantity: 1 control interface per package; 2 total.
8. **Ear Clip Electrodes** – including necessary accessories
Required quantity: 1 pair of ear clips per package; 2 total.
9. **Other Necessary Equipment** – any and all other equipment required to make this a complete, “research-ready” package.
Required quantity: As needed
10. **Software** – perpetual license for experimental design and stimulus presentation software, including a period of software support and maintenance.
Required quantity: 1 perpetual license per package; 2 total.

Additional Required Services

Competitive bids must include costs related to training on the systems, as well as all applicable shipping and handling costs.

1. **Training** – bid must include a minimum of a one-day on-site training / setup session, plus the option for a one-hour remote call for follow-up troubleshooting.
2. **Shipping** – bid must include all shipping, handling, insurance, and any other costs necessary for the equipment to arrive at:
 NSPARC at the Hub
 301 E. Main Street
 Suite 210
 Starkville MS, 39759
 ATTN: Dr. Michael S. Spanbauer

Preferred System Capabilities and Specifications

The MSU NSPARC research team has preferences for the following capabilities and specifications. Vendors should address each of these criteria in their bid. Failure to meet these criteria will not necessarily eliminate a vendor from consideration.

1. Power Supply and Battery Requirements

- Battery powered units must have user-replaceable battery packs, and replacement packs must be available for purchase.

2. Sampling Rate and Channel Count

- Support for up to 160 EEG channels and 8 auxiliary channels at a 25 kHz sampling rate

3. Signal Bandwidth and Coupling

- EEG channels should support DC coupling
- EEG signal bandwidth should span from DC (0 Hz) to at least 7,500 Hz on all EEG channels

4. Digitization and Input Characteristics

- Per-channel digitization with a dedicated analog-to-digital converter (ADC) per channel
- Resolution: Minimum 24-bit digitization per channel
- Input impedance: Greater than 1,000 M Ω (DC) on EEG channels

5. Electrode Application and Gel Injection Workflow

- For efficient participant setup and reduced preparation time, system should support a post-placement gel injection workflow. For example:
 - Electrodes are placed in cap holders prior to gel application
 - Conductive gel can be injected and distributed at each electrode site

6. Active Electrodes

- EEG electrodes should include integrated preamplification at the electrode

7. Impedance Feedback

- System should provide real-time, visual impedance feedback at the electrode level (e.g., LED-based or equivalent), to support rapid setup and troubleshooting

8. Wireless Recording Capability

- System should support wireless EEG data acquisition, either natively or via an optional expansion module
- Wireless capability should allow future upgrade without replacement of the core acquisition system

9. Electrode Modularity and Field Replaceability

- Individual electrodes should be independently removable and replaceable
- Replacement of a single electrode should be possible by the experimenter, without specialized tools