

Lori Hendricks  
Wagoner County Clerk



307 E. Cherokee St.  
Wagoner, OK 74467  
918.485.7716  
Fax 918.485.7718

---

---

Invitation to Bid

The Board of County Commissioners, Wagoner County, Oklahoma is seeking sealed bids for one or more Live Scan Fingerprint Equipment with accepted standard Oklahoma State Bureau of Investigation software for the Sheriff's Department.

**Bid # 2017-07**

**Date Published:** September 14, 2016 (Wagoner Tribune)

**Bidding Period Closing Date and Hour:** September 30, 2016 @ 4:00 PM

**Sealed Bid Opening Date and Hour:** October 3, 2016 @ 9:00 AM

**Requesting Authority:** Wagoner County Sheriff's Department

Bid submissions are to be: Addressed to:  
Wagoner County Purchasing Agent  
P O Box 156  
Wagoner, OK 74477

Delivered to:  
Wagoner County Purchasing Agent  
307 E Cherokee  
Wagoner, OK 74467

Please review the attached Terms and Conditions pertaining to the submission of this bid.

Please pay particular attention to Item 1 of the Terms and Conditions. This item specifies how the bid envelopes are to be identified to prevent inadvertent or premature opening of sealed bids. Your compliance will ensure consideration of your bid by the awarding body. Late bids will not be considered.

Included in this packet is an Affidavit for Filing with Competitive Bid which must be signed and submitted as part of the bid.

This packet contains:

1. Invitation to Bid
2. Terms and Conditions for Bidding
3. Affidavit for Filing with Competitive Bid
4. Specifications
5. Bid Form

---

Lori Hendricks  
Wagoner County Clerk  
P O Box 156  
Wagoner, OK 74477

Lori Hendricks  
Wagoner County Clerk



307 E. Cherokee St.  
Wagoner, OK 74467  
918.485.7716  
Fax 918.485.7718

---

---

### TERMS AND CONDITIONS

THESE ITEMS APPLY TO AND BECOME A PART OF THE BID  
NO EXCEPTIONS TO THESE TERMS AND CONDITIONS WILL BE CONSIDERED

1. Bids must be submitted on the included form only. Each bid shall be placed in a separate envelope. Be sure the envelope is completely and properly identified and sealed, showing the bid name and number in the lower left hand corner.
2. All bids shall be entered on the Bid Form enclosed or a copy thereof. Bids are to be typewritten or in ink. No bidder may withdraw his proposal for a period of thirty (30) days after the date and hour set for the opening of bids.
3. The bidder shall attach the manufacturer's name of the equipment or material to be furnished, type, model numbers, manufacturer's descriptive bulletins and specifications. All guarantees and warranties should be clearly stated. This data shall be in sufficient detail to describe accurately the equipment or material to be furnished. Manufacturer's specifications, in respect to the successful bidder, shall be considered as part of the contract with Wagoner County.
4. Any exceptions or deviations from written specifications shall be identified in writing and attached to the bid form.
5. The enclosed Affidavit for Filing with Competitive Bid MUST be returned with the bid.
6. Wagoner County reserves the right to reject any and all bids and to waive any technicalities in the bidding.
7. Direct purchase of certain items of equipment or material by Wagoner County is exempt from Federal Excise Tax and Oklahoma Sales Tax. In such cases, the bidder shall quote prices which do not include Federal Excise Tax and Oklahoma Sales Tax.
8. Bid must show number of days required for delivery under normal conditions. Contractor must keep the County advised at all times of the status of the order. For any exception to the delivery date as specified on this order, vendor shall give prior notification and obtain written approval from the Purchasing Agent. Default in promised delivery date, or failure to meet specifications, authorizes the County to purchase supplies elsewhere and charge the full increase of cost and handling to defaulting contractor.
9. Bidder agrees to defend and save Wagoner County from and against all demands, claims, costs expense, damage and judgments based upon infringement of any patent to goods specified in this order or the ordinary use or operation of such goods

Lori Hendricks  
Wagoner County Clerk



307 E. Cherokee St.  
Wagoner, OK 74467  
918.485.7716  
Fax 918.485.7718

- 
- by the County or use or operation of such goods in accordance with the bidders' direction.
10. If the bid requires a written contract, the successful bidders shall execute a written contract with the County within ten (10) days after submission of the contracts to said bidder.



Lori Hendricks  
 Wagoner County Clerk



307 E. Cherokee St.  
 Wagoner, OK 74467  
 918.485.7716  
 Fax 918.485.7718

## SPECIFICATIONS FOR LIVESCAN FINGERPRINT EQUIPMENT

	<b>Comply</b>	
	Yes	No
• Capture of 20 ten print images (rolled and flat) and 6 palm print images (upper, lower and writers palm)	_____	_____
• Single sealed platen with no moving parts	_____	_____
• FBI/IQS Appendix F certified ten print and palm print scanner at 500 ppi	_____	_____
• Ruggedized cabinet for operation in extreme conditions	_____	_____
• Real time sequence check between rolled, flat finger and upper, lower palm impressions	_____	_____
• FBI/IQS Appendix F certified fingerprint and palm print card duplex laser printer with two trays	_____	_____
• Mugshot capture with mounted camera and software that adheres to NIST best practices	_____	_____
• Fully compliant to ANSI/NIST, XML industry standards for Livescan	_____	_____
• PC, Dual Core CPU, 4 GB Ram, Windows 7 OS	_____	_____
• 19" minimum flat screen panel touch screen monitor	_____	_____
• UPS battery backup	_____	_____
• Onsite installation and training	_____	_____
• Certified by the Oklahoma State Bureau of Investigation (OSBI) for electronic submission of fingerprint, palm print and mug shot data	_____	_____
• Compliant with the Oklahoma State Bureau of Investigation (OSBI) Automated Fingerprint Identification System (AFIS) interface	_____	_____

Lori Hendricks  
Wagoner County Clerk



307 E. Cherokee St.  
Wagoner, OK 74467  
918.485.7716  
Fax 918.485.7718

- 
- 
- Includes the Oklahoma State Bureau of Investigation (OSBI) ODIS demographic interface \_\_\_\_\_
  - Company Certified Customer Service Engineers residing locally in Oklahoma to quickly respond onsite to service related issues \_\_\_\_\_
  - Minimum 1 year maintenance and support \_\_\_\_\_
  - Minimum 1 year warranty \_\_\_\_\_
  - List additional warranties available \_\_\_\_\_

Lori Hendricks  
Wagoner County Clerk



307 E. Cherokee St.  
Wagoner, OK 74467  
918.485.7716  
Fax 918.485.7718

---

---

**BID FORM**

**INVITATION FOR SEALED BIDS FOR A  
LIVE SCAN FINGERPRINT EQUIPMENT**

DATE AND TIME OF OPENING: \_\_\_\_\_

Bidder agrees to furnish Wagoner County Sheriff's Department with LIVE SCAN FINGERPRINT EQUIPMENT

PRICE FOR Live Scan Fingerprint: (To include Delivery, Installation, Training, and 1 year Maintenance and Support)	\$ _____
Additional Second Year Warranty (optional)	\$ _____
Additional Second Year Maintenance and Support (optional)	\$ _____
Additional Third Year Warranty (optional)	\$ _____

The undersigned acknowledges receipt of the following Addenda. (Give number and date of each): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Project will be completed in not more than \_\_\_\_\_ days after award of bid.

I have examined the terms and specifications and instructions to bidders herein, and agree, provided I am awarded a contract, to provide the above described items for the sum shown in accordance with the terms and specifications stated herein. All deviations are in writing and attached hereto.

**MUST BE SIGNED BY AUTHORIZED AGENT TO BE VALID**

SIGNATURE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_ FIRM NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO: \_\_\_\_\_ DATE: \_\_\_\_\_