



Request for Quote

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
ONE CAPITOL HILL
PROVIDENCE RI 02908

CREATION DATE : 15-JAN-14
BID NUMBER: 7548407
TITLE: PEDOMETERS - DOA

BID CLOSING DATE AND TIME:31-JAN-2014 11:00:00

BUYER: Cowell Jr, John A
PHONE #: 401-574-8114

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DOA CONTROLLER
ONE CAPITOL HILL, 4TH FLOOR
SMITH ST
PROVIDENCE, RI 02908
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DOA CENTRAL BUSINESS OFFICE
ADMINISTRATIVE SERVICES
ONE CAPITOL HILL, 4TH FLOOR
PROVIDENCE, RI 02908
US

Requisition Number: 1351197

Line	Description	Quantity	Unit	Unit Price	Total
1	PEDOMETERS FOR THE STATE OF RI EMPLOYEES 2014 WELLNESS PHYSICAL ACTIVITY CHALLENGE DELIVERY NO LATER THAN MARCH 3, 2014. 3 PAGES OF SPECIFICATIONS ARE ATTACHED.	13,000.00	Each		

Delivery: _____

Terms of Payment: _____

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer

**State of Rhode Island
Department of Administration
Division of Purchases**



Request for Quote

Purpose of Quote:

To purchase pedometers for State of Rhode Island employees that will be distributed prior to the Rewards for Wellness Physical Activity Challenge's April 2014 start time.

Pedometer Specifications:

- Digital, single function unit
- **Do not** include multi-functional items such as time, calories burned, stop watch, etc.
- Pedometers should track steps only.
- No calibration required.
- Accurate – an independent board tested pedometer for accuracy
- Industry Testing Service Rating.
- Reset or Clear button to return the LCD numbers back to zero. Mandatory that the button is depressed for a minimum of two seconds to reset numbers.
- Large, top-view LCD display to show steps completed (0 - 99,999)
- The top-view LCD display should show numbers in the correct perspective so user may read steps easily without removing pedometer from waist.
- Units with hinge cover attached to open and close unit acceptable.
 - Cover should be easy to open.
 - Cover should be a reversed hinge design so user may view LCD display in the correct perspective without removing pedometer from waist.
 - Reset button inside of cover.
- Unit allows for a simple logo to be imprinted on its outer body or outside cover.
- Size of unit with pedometer (closed position for units with covers) - approximately 2" (wide) x 1.5" (long) x 1" (deep)
- Material(s) - outer body should be plastic; metal ok upon review. (Opaque or translucent acceptable.)
- Pedometer color request: black, white, silver, or blue
- Secure and sturdy belt clip, metal if possible
- Operates on a single button cell battery
- Battery provided so that pedometer is ready for use upon distribution in April 2014.
- Clear operational instructions included.

Purchasing Specifications:

TYPE OF PURCHASE: Single purchase

QUANTITY: 13,000 – Quantity provided is an estimate. Final number will be established upon award.

RIGHT TO ADD OR REDUCE QUANTITIES: The State of Rhode Island reserves the right to adjust the quantity of pedometers, add or reduce.

LOGO SET UP CHARGES: Bid price to include all set up charges.

ART WORK: Vendor is to put a simple logo imprint on the outside cover. The State of Rhode Island will provide logo in JPEG format, which is comprised of just lettering. Vendor is to use this file format to create clear lettering of the logo's font. The price of pedometer shall include any additional artwork design and/or modification as required by the State of Rhode Island to print a clear, professional quality item. Awarded vendor is to provide sample prior to production.

PRINTING REQUIREMENTS: black lettering if color of pedometer is light in color. White lettering if color of pedometer is dark in color.

SAMPLES: the vendor must submit a quantity of five (5) pedometers with their bid submittals for testing by State of Rhode Island individuals for a minimum of one week prior to award.

PRODUCTION AND DELIVERY: All pedometers must be produced and delivered to the Office of Employee Benefits within 15 days of receipt of approved artwork.

Pedometers need to be delivered to the State of Rhode Island at address below no later than March 3, 2014.

Delivery address for delivery of pedometers:

State of Rhode Island
Wellness Program - Office of Employee Benefits
Department of Administration
One Capitol Hill – Third Floor
Providence, RI 02908

WARRANTY: One-year warranty is required. The State of Rhode Island requires replacement pedometers within one year from date of delivery.

REFUSAL OF ITEM: The State of Rhode Island reserves the right to refuse delivery of item if deemed unsatisfactory based on poor quality or workmanship. The State of Rhode Island reserves the right to refuse payment for such items. The vendor shall bear the shipping cost for the returned items.

PACKAGING REQUIREMENTS: There should be enough cushioning, such as large bubble wrap around pedometers, within a sturdy cardboard shipping box to ensure protection against damages. Boxes should be closed and secured with strong shipping tape.

(Sample Artwork)

State of Rhode Island

Rewards for Wellness

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

RIVIP INFO - BID SUBMISSION REQUIREMENTS

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**MAILING ADDRESS FOR BID PROPOSALS ISSUED BY THE STATE OF RHODE ISLAND,
DIVISION OF PURCHASES**

All Bid Proposals must be submitted by mail or hand delivered to:

- State of Rhode Island
- Department of Administration
- Division of Purchases, Second floor
- One Capitol Hill
- Providence, RI 02908-5855

DIVESTITURE OF INVESTMENTS IN IRAN REQUIREMENT:

No vendor engaged in investment activities in Iran as described in R.I. Gen. Laws §37-2.5-2(b) may submit a bid proposal to, or renew a contract with, the Division of Purchases. Each vendor submitting a bid proposal or entering into a renewal of a contract is required to certify that the vendor does not appear on the list maintained by the General Treasurer pursuant to R.I. Gen. Laws §37-2.5-3.

VENDOR SPECIFICATIONS

ALL VENDORS MUST INCLUDE SPECIFICATIONS WITH BID PROPOSAL (EVEN THOSE BIDDING BRAND SPECIFIED). FAILURE TO SUBMIT SPECIFICATIONS WITH BID PROPOSAL MAY RESULT IN DISQUALIFICATION OF BID. ITEMS IN CATALOGS MUST BE CLEARLY MARKED AND PAGES TABBED.