

BID SOLICITATION



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

BID NUMBER: B05622
TITLE: IMAGE CONVERSION AND SETUP
BID OPENING DATE AND TIME:
 10/12/2005 1:40 PM

BUYER: LINDA ROCHE
 PHONE #: (401) 222 - 2142 ext. 118

B RHODE ISLAND COLLEGE
I RIC-PURCHASING
L 600 MOUNT PLEASANT AVENUE
L PROVIDENCE RI 02908
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S RHODE ISLAND COLLEGE
H RIC SPECIAL INSTRUCTIONS
I SEE BELOW RI N/A
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Requisition Number(s): R87A061550

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT.</p>				

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	<p>NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD:</p> <ul style="list-style-type: none"> * PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - \$1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER. * BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION. * SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF \$5 MILLION. * ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - \$1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER. * VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF \$1 MILLION. <p>DELIVERY TO THE FOLLOWING LOCATION: RHODE ISLAND COLLEGE RECORDS OFFICE 600 MT. PLEASANT AVENUE PROVIDENCE, RI 02908</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1.0	898-46 RHODE ISLAND COLLEGE REQUESTS THAT THE THREE SYSTEMS IN PLACE FOR OLD TRANSCRIPT, CD'S, FICHE AND DATABASE BE INTEGRATED INTO ONE DATABASE, ACCESSIBLE BY ALL RECORDS STAFF AND INDEXED BY SOCIAL SECURITY NUMBER. CONVERSION REQUIREMENTS 1. Courier - Arrange to pick up the College's CD's, Microfiche and a DVD with Integrator data. 2. The CD images and index information (social security number and name) will be extracted for reproduction in Alchemy. Estimate is 55,000 images, names and social security numbers will be extracted. 3. Scan the microfiche. Index the nine digit social security number for each of the approximately 63,000 images. 4. Integrator information on College provided DVD will be extracted. Extract the images and student social security number. Approximately 153,000 transcript images and social security numbers to be extracted. 5. Convert the images and social security number for index purposes from all three of the above CD's, Microfiche and Integrator database loaded into Alchemy. 6. Load Alchemy viewer software on up to ten PC's on RIC network. The images and index values will be available from these workstations. INDEXING Configure the Alchemy database so that each transcript image is indexed by the student's social security number. Once the student's social security number is entered, the transcript will appear, allowing the Records Office employee to view the entire transcript.	1.00	TOTAL		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>VENDOR MUST COMPLETE THE FOLLOWING PRICING SCHEDULE:</p> <p>DESCRIPTION:</p> <p>CD EXTRACTION SET-UP FEE</p> <p>\$ _____</p> <p>MICROFICHE CONVERSION SET-UP FEE</p> <p>\$ _____</p> <p>INTEGRATOR EXTRACTION SET-UP FEE</p> <p>\$ _____</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	SCANNING AND CONVERSION COSTS:				
	EXTRACTION OF IMAGE FROM DOUCWARE CD's (PER IMAGE)				
	\$ _____				
	EXTRACTION OF INDEX FROM DOCUWARE CD's (PER IMAGE)				
	\$ _____				
	CAPTURE OF IMAGE AND INDEX FROM INTEGRATOR (PER IMAGE)				
	\$ _____				
	SCANNING OF MICROFICHE (PER FRAME)				
	\$ _____				
	INDEXING FROM MICROFICHE (PER KEYSTROKE)				
	\$ _____				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	ALCHEMY VIEWER SOFTWARE SINGLE USER LICENSE \$ _____				
	CD PRODUCTION: CD MASTER \$ _____				
	DUPLICATE CD's \$ _____				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	CD COST ESTIMATE				
	EXTRACTION OF IMAGE				
	COST PER UNIT \$ _____				
	ESTIMATED QUANTITY				

	EXTRACTION OF INDEX				
	COST PER UNIT \$ _____				
	ESTIMATED QUANTITY				

	CD CREATION				
	COST PER UNIT \$ _____				
	ESTIMATED QUANTITY				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	MICROFICHE COST ESTIMATE				
	SCANNING (PER FRAME)				
	COST PER UNIT \$ _____				
	ESTIMATED QUANTITY				

	INDEXING (PER KEYSTROKE)				
	COST PER UNIT \$ _____				
	ESTIMATED QUANTITY				

	INTEGRATOR COST ESTIMATE				
	CAPTURE OF IMAGE AND INDEX				
	COST PER UNIT \$ _____				
	ESTMIATED QUANTITY				

	CD CREATION				
	COST PER UNIT \$ _____				
	ESTIMATED QUANTITY				

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	SET-UP FEES				
	CD EXTRACTION SET-UP FEE				
	\$ _____				
	MICROFICHE CONVERSION SET-UP FEE				
	\$ _____				
	INTEGRATOR EXTRACTION SET-UP FEE				
	\$ _____				
	ALCHEMY VIEW SOFTWARE LICENSE				
	\$ _____				
	TOTAL \$ _____				
				TOTAL:	_____

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