



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration

DIVISION OF PURCHASES

One Capitol Hill, 2nd floor

Providence, RI 02908

TEL: (401) 574-8100

FAX: (401) 574-8387

Website: www.purchasing.ri.gov

REQUEST FOR QUOTE (RFQ) – BID # 7597608

BID TITLE: MATRICE 210 DRONE & SERVICE MAINTENANCE – DOC

SUBMISSION DEADLINE: 12/31/18 AT 10:00 AM (EST)

PRE-BID CONFERENCE:

NO

YES _____

Buyer Name: Talia Haley

Title: Buyer I

QUESTIONS concerning this solicitation must be received by the Division of Purchases at doa.purquestions2@purchasing.ri.gov no later than **November 22, 2018 @ 4:00 PM (EST)**.

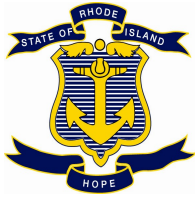
Questions should be submitted in a *Microsoft Word attachment*. Please reference the **RFQ Bid #7597608** on all correspondence. Questions received, if any, will be posted on the Rhode Island Division of Purchases website as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

NOTE TO VENDORS:

Vendors must register on-line at the Rhode Island Division of Purchases website at www.purchasing.ri.gov.

Offers received without the completed three-page Rhode Island Vendor Information Program (RIVIP) Generated Bidder Certification Cover Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM



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The Rhode Island Department of Administration, Division of Purchases, on behalf of Department of Corrections is seeking competitive proposals for one (1) Matrice 210 drone including service/maintenance for five (5) years in accordance with the described conditions and specifications herein, and in accordance with the terms of the Request and the State's General Conditions of Purchase (available at www.purchasing.ri.gov).

BLANKET TERMS: January 1, 2019 – December 31, 2023

- This is a one-time purchase.
- All merchandise offered or otherwise provided shall be new, of prime manufacture, and of first quality.
- Award will be based on the proposal which meets or exceeds the specifications, if determined that that offer has the capabilities and functionality for the solicitation specifications. ***NO SUBSTITUTIONS ARE ALLOWED***
- Specifications for Matrice 210 Drone are on page 4. Please fill out attached specifications form to indicate compliance. All products will be inspected at point of delivery and The State reserves the right to reject upon inspection. Five-year service maintenance agreement is including parts and labor.
- All pricing offered or extended to the State is considered to be firm and fixed unless expressly provided for to the contrary. All prices shall be quoted F.O.B. Destination with freight costs included in the unit cost to be paid by the State. The price associated with delivery, installation, training and manufacturer warranty should be included into the cost.
- Vendors are required to complete Bid Form and submit with their proposal. If you don't submit the provided bid form either on a disc-based file or a hard copy your bid submission will not be considered.

BIDDERS MUST SUBMIT A HARD COPY OF THE BID FORM ALONG WITH THE RIVIP THREE – PAGE BIDDER CERTIFICATION COVER FORM.

- Submission instruction is as follows:
 - Bidders are instructed to submit pricing **ONLY** on the provided bid form. Please print and complete required bid form in **ink, clearly and legible** and submit a hard copy with proposal.



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The bid proposal must be delivered (via mail, messenger service, or personal delivery) to the Division of Purchases and date-stamped received by the date and time specified for the bid proposal submission deadline.

Bidders should mail bid proposals sufficiently in advance of the bid proposal submission deadline to ensure timely delivery to the Division of Purchases or, when delivering a bid proposal in person or by messenger, should allow additional time for parking and clearance through security checkpoints.

Bid proposals must be addressed to:

Rhode Island Department of Administration

Division of Purchases, 2nd Floor

One Capitol Hill

Providence, RI 02908-5855

THE DIVISION OF PURCHASES DOES NOT ACCEPT BIDS THAT ARE EMAILED OR FAXED. BID SUBMISSIONS MUST BE HAND DELIVERED OR SENT BY MAIL TO THE ABOVE MAILING ADDRESS.

Bid proposals that are not received by the Division of Purchases by the bid proposal submission deadline for whatever reason will be deemed late and will not be considered. The submission time will be determined by the time clock in the Division of Purchases. Postmarks will not be considered proof of timely submission. At the bid proposal submission deadline, bid proposals will be opened and read aloud in public.

Questions concerning this solicitation must be received by the Division of Purchases at (doa.purquestions2@purchasing.ri.gov) **no later than November 22, 2018 @ 4:00 PM (EST)**. Questions should be submitted in a Microsoft Word attachment. Please reference the RFQ Bid # 7597608 on all correspondence. Questions received, if any, will be posted on the Rhode Island Division of Purchases website as an addendum to this solicitation after the question deadline of November 22, 2018 @ 4:00 PM (EST). It is the responsibility of all interested parties to download this information.



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Department of Administration

DIVISION OF PURCHASES

**One Capitol Hill, 2nd floor
Providence, RI 02908**

TEL: (401) 574-8100

FAX: (401) 574-8387

Website: www.purchasing.ri.gov

Quantity:	1	Vendor Name:	
Department:	Department of Corrections	SOLICITATION #: 7597608	
Product:	Matrice 210 Drone		
STANDARD FEATURES		FOR VENDOR USE ONLY TO INDICATE COMPLIANCE	
		↓	↓
		↓	↓
TO INDICATE COMPLIANCE:		Yes/No	Specify Alternative (if responding no)
One (1) Drone Brand: DJI Model: Matrice 210			
One (1) FLiR DJI Zenmuse XT2			
One (1) DJI Zenmuse Z30 Stabilized Aerial Camera with 30x Optical Zoom			
One (1) DJI Battery Station Inspire 2 (Part 51)			
Six (6) DJI Matrice 200 Intelligent Flight Battery Part: 02-TB50-M200			
One (1) GPC 200/210 Case			
One (1) Samsung 64GB 100MB/s (U3) MicroSDXC EVO Select Memory Card with Adapater			
One (1) DJI Universal Remote Controller Lanyard			
Professional setup/update/test fly			
Five (5) year maintenance/service agreement that includes parts and labor			



Request for Quote

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

BUYER: Haley, Talia R
 PHONE #: 401-574-8151

CREATION DATE : 30-OCT-18
 BID NUMBER: 7597608
 TITLE: MATRICE 210 DRONE & SERVICE MAINTENANCE
 - DOC
 BLANKET START : 01-JAN-19
 BLANKET END : 31-DEC-23
 BID CLOSING DATE AND TIME: 13-DEC-2018 10:00:00

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 DOA CONTROLLER
 ONE CAPITOL HILL, 4TH FLOOR
 SMITH ST
 PROVIDENCE, RI 02908
 US

S
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T
O
 DOC CDC WAREHOUSE
 ATTN: (SEE 'ATTN' line in PO)
 25 POWER ROAD
 CRANSTON, RI 02920
 US

Requisition Number: 1576750

Note to Bidders: QUESTIONS concerning this solicitation must be received by the Division of Purchases at (doa.purquestions2@purchasing.ri.gov) no later than November 22, 2018 @ 4:00 PM EST. Questions should be submitted in a Microsoft Word attachment. Please reference the RFQ Bid #7597608 on all correspondence. Questions received, if any, will be posted on the Rhode Island Division of Purchases website as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

Line	Description	Quantity	Unit	Unit Price	Total
1	MATRICE 210 DRONE Line Note to Bidders: **NO SUBSTITUTIONS** Please fill out attached specifications form to indicate compliance.	1.00	Each		
2	FY19-24 FIVE-YEAR SERVICE MAINTENANCE (TO INCLUDE PARTS AND LABOR)	1.00	Year		

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

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

BID ALL ITEMS

BIDDERS MUST BID ALL ITEMS TO BE CONSIDERED. AWARD WILL BE BASED ON TOTAL LOW.

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

INSURANCE REQUIREMENTS (ADDITIONAL)

ANNUAL RENEWAL INSURANCE CERTIFICATES FOR WORKERS' COMPENSATION, PUBLIC LIABILITY, PROPERTY DAMAGE INSURANCE, AUTO INSURANCE, PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS), BUILDER'S RISK INSURANCE, SCHOOL BUSING AUTO LIABILITY, ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL), VESSEL OPERATION (MARINE OR AIRCRAFT) PROTECTION & INDEMNITY, ETC., MUST BE SUBMITTED TO THE SPECIFIC AGENCY IDENTIFIED IN THE "SHIP TO" SECTION OF THE PURCHASE ORDER. CERTIFICATES ARE ANNUALLY DUE PRIOR TO THE BEGINNING OF ANY CONTRACT PERIOD BEYOND THE INITIAL TWELVE-MONTH PERIOD OF A CONTRACT. FAILURE TO PROVIDE ANNUAL INSURANCE CERTIFICATION MAY BE GROUNDS FOR CANCELLATION.

PURCHASE AGREEMENT BID

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. **ORDERING** (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

Mailing Address for Bid Proposals issued by the State of Rhode Island, Division of Purchases:

All Bid Proposals must be submitted to the following address:

State of Rhode Island
Department of Administration
Division of Purchases, 2nd Floor
One Capitol Hill
Providence, RI 02908

RIVIP INFO - ADDITIONAL BID SUBMISSION REQS - 1

This offer may not be considered unless 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. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

SUBSTITUTION TERMS

A) THE MATERIALS, PRODUCTS, AND EQUIPMENT DESCRIBED IN THE BIDDING DOCUMENTS ESTABLISH A STANDARD OF REQUIRED FUNCTION, DIMENSION, APPEARANCE, AND QUALITY TO BE MET BY ANY PROPOSED SUBSTITUTION. B) NO SUBSTITUTION WILL BE CONSIDERED PRIOR TO RECEIPT OF BIDS UNLESS WRITTEN REQUEST FOR APPROVAL HAS BEEN RECEIVED BY THE ARCHITECT AT LEAST 10 DAYS PRIOR TO THE DATE FOR RECEIPT OF BIDS. SUCH REQUESTS SHALL INCLUDE THE NAME OF THE MATERIAL OR EQUIPMENT FOR WHICH IT IS TO BE SUBSTITUTED AND A COMPLETE DESCRIPTION OF THE PROPOSED SUBSTITUTION INCLUDING DRAWINGS, PERFORMANCE, AND TEST DATA AND OTHER INFORMATION NECESSARY FOR AN EVALUATION. A STATEMENT SETTING FORTH CHANGES IN OTHER MATERIALS, EQUIPMENT, OR OTHER PORTIONS OF THE WORK, INCLUDING CHANGES IN THE WORK OF OTHER CONTRACTS THAT INCORPORATION OF THE PROPOSED SUBSTITUTION WOULD REQUIRE, SHALL BE INCLUDED. THE BURDEN OF PROOF OF THE MERIT OF THE PROPOSED SUBSTITUTION IS UPON THE PROPOSER. THE ARCHITECT'S DESIGN OF APPROVAL OR DISAPPROVAL OF A PROPOSED SUBSTITUTION SHALL BE FINAL. C) IF THE ARCHITECT APPROVES A PROPOSED SUBSTITUTION PRIOR TO RECEIPT OF BIDS, SUCH APPROVAL WILL BE SET FORTH IN AN ADDENDUM. BIDDERS SHALL NOT RELY UPON APPROVALS MADE IN ANY OTHER MANNER. D) NO SUBSTITUTIONS WILL BE CONSIDERED AFTER THE CONTRACT AWARD UNLESS SPECIFICALLY PROVIDED FOR IN THE CONTRACT DOCUMENTS.

TERMS AND CONDITIONS OF PRICING AGREEMENT

SCOPE AND LIMITATIONS - This Agreement covers requirements as described herein, ordered by State agencies during the Agreement Period. No additional or alternative requirements are covered, unless added to the Agreement by formal amendment by the State Purchasing Agent or his designee.

Under State Purchasing Law, 37-2-54, no purchase or contract shall be binding on the state or any agency thereof unless approved by the department [of administration] or made under general regulations which the chief purchasing officer may prescribe. Under State Purchasing Regulation 8.2.1.1.2, any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of the Office of Purchases may be disregarded and shall not be binding on the state.

PRODUCT ACCEPTANCE - All merchandise offered or otherwise provided shall be new, of prime manufacture, and of first quality unless otherwise specified by the State. The State reserves the right to reject all nonconforming goods, and to cause their return for credit or replacement, at the State's option.

- a) Failure by the state to discover latent defect(s) or concealed damage or non-conformance shall not foreclose the State's right to subsequently reject the goods in question.
- b) Formal or informal acceptance by the State of non-conforming goods shall not constitute a precedent for successive receipts or procurements.

Where the vendor fails to cure the defect promptly or replace the goods, the State reserves the right to cancel the Release, contract with a different vendor, and to invoice the original vendor for any differential in price over the original contract price.

ORDER AUTHORIZATION AND RELEASE AGAINST PRICING AGREEMENT

In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.

State Agencies shall request release as follows: All releases shall reference the Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein.

A Department Purchase Order (DPO) listing the items ordered shall be created by the agency. The agency may mail or fax a copy of the order to the Vendor. In some cases the agency may request delivery by telephone, but must provide the Vendor with a DPO Order Number reference for billing purposes. Vendors are encouraged to require written orders to assure payments are processed accurately and promptly.

DELIVERY If this is an MPA, Vendor will obtain "ship to" information from each participating agency. This information will be contained in the DPO. APA delivery information will be contained in the Notice of Award.

PRICING - All pricing shall be as described herein, and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected herein.

INVOICING All invoices shall reference the DPO Order Number(s), Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein. If this is an MPA, Vendor will obtain "bill to" information from each participating agency. This information will be contained in the DPO. APA billing information will be contained in the Notice of Award.

PAYMENT - Invoices for items not received, not priced according to contract or for work not yet performed will not be honored. No payment will be processed to any vendor for whom there is no IRS W-9 on file with the State Controller.

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.