



TENDER #023 - A / V EQUIPMENT

Issue Date: May 3, 2011

Gary Keathley, Buyer

Issued by: The Thames Valley District School Board

Return Date: 12:00:00 noon, local time, Thursday, May 26, 2011

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
1.0	INTRODUCTION		
1.01	The Thames Valley District School Board (hereafter referred to as the TVDSB) invites interested parties to submit sealed submissions in response to this bid document. The TVDSB is one of the largest public school boards in the Province of Ontario and is comprised of all public schools within the counties of Elgin, Middlesex, and Oxford. The TVDSB is the employer of approximately 8,000 staff and operates 178 schools with an estimated enrolment of 71,000 students.		
1.02	If Co-op bid -Agreement has been reached to include the London District Catholic School Board and/or the Elgin, Middlesex, Oxford Purchasing Cooperative (EMOP) members in this bid. The TVDSB accepts no liability for acts of, decisions by, and information about the London District Catholic School Board and/or the Elgin, Middlesex, Oxford Purchasing Cooperative (EMOP) members. The decision to participate within the terms of the bid document is strictly the decision of the London District Catholic School Board and/or the Elgin, Middlesex, Oxford Purchasing Cooperative (EMOP) members.		
1.03	The TVDSB may agree to permit other public organizations with Southwestern Ontario to access any contract(s) that may result from this solicitation. The successful bidder(s) shall allow such access with the understanding that the participating organizations be responsible for their own contract management.		
1.1	PURPOSE		
1.1.1	The purpose of this bid document is to provide interested parties with sufficient information to enable them to prepare and submit bids for consideration by the TVDSB for Audio Visual Equipment, subject to the conditions herein.		
2.0	BID DEFINITIONS AND INFORMATION		
2.1	DEFINITIONS		
2.1.1	The following words are used throughout this bid document and bidders should note these conditions when completing their bid submission.		
2.1.1.1	The word "MUST" shall mean bidders "must" include the required information in bid submission. Failure to include the required information will deem submission noncompliant.		
2.1.1.2	The word "SHOULD" shall mean bidders "should" include the required information in bid submission.		
2.1.1.3	The word "NONCOMPLIANT" shall mean bid submissions will be eliminated from further evaluation if the submission does not include the required information.		
2.1.1.4	The word "SUBCONTRACTOR" shall mean a person, firm or company hired by the bidder(s) or the successful bidder(s) to perform any portion or all of this bid.		
2.1.1.5	The word "QUALIFIED" shall mean a bidder who is compliant and has included the required information in their bid submission.		
2.1.1.6	BID IRREGULARITY: A deviation between the requirements (terms, conditions, specifications, special instructions) of a bid response for the purposes of this bid; bid irregularities are further classified as major irregularities or minor irregularities. The classification of what is a major irregularity or a minor irregularity shall be the sole discretion of the TVDSB.		
2.1.1.6.1	Major Irregularity: A deviation from the bid request which affects the price, quality, quantity or delivery, and is material to the award. If the deviation is permitted, the bidder could gain an unfair advantage over competitors. The TVDSB will reject any bid submission which contains a major irregularity.		
2.1.1.6.2	Minor Irregularity: A deviation from the bid request which affects form, rather than substance. The effect on the price, quality, quantity or delivery is not material to the award. If the deviation is permitted or corrected the bidder would not gain an unfair advantage over competitors. The TVDSB may permit the bidder to correct a minor irregularity.		
2.2	STRUCTURE OF THIS BID		

2.2.1	Bidders must use the electronic bidding file (setup.exe) which is available on the internet at:		
2.2.1.1	www.tvdsb.ca		
2.2.1.2	"Board"		
2.2.1.3	"Purchasing"		
2.2.1.4	"Bids"		

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2.2.1.5	Scroll to the end of the document, click		
2.2.1.6	"Proceed to inquiry/download page".		
2.2.1.7	Proceed to the bid, click		
2.2.1.8	"New" Icon		
2.2.1.9	The setup.exe file contains the following two files:		
2.2.1.10	File #1. tender.exe: See Section 9 Electronic Bidding Instructions. (This includes the items shown on Appendix C in pdf format).		
2.2.1.10	File #2. Appendices023.xls with the following Worksheets:		
2.2.1.11.1	▪ Worksheet A: Terms and Conditions Response in Excel format - Electronic response required		
2.2.1.11.2	▪ Worksheet B: Additional Product Requirements in Excel format - Electronic response required		
2.3	RETURN LOCATION		
2.3.1	Sealed bid submissions must be returned to:		
2.3.2	"Tenders Clerk"		
2.3.3	Tenders Clerk's box, Basement, Education Centre		
2.3.4	Thames Valley District School Board		
2.3.5	1250 Dundas Street		
2.3.6	London, Ontario		
2.3.7	N5W 5P2		
2.3.8	The bid submission envelope should show the bid document name, number, return date and time (as set out in Section 9.10 - Labeling of Envelope and diskette or CD).		
2.3.9	The bid submission must be returned to the "Tenders Clerk" for your bid submission to be accepted.		
2.3.10	Delivery to the "Tenders Clerk" is the responsibility of the bidder.		
2.3.11	Submissions received by electronic transmission (i.e. fax or email) will not be accepted.		
2.3.12	Late bids will be returned to the bidder, unopened, if a return address is included on the submission envelope.		
2.4	IMPORTANT DATES		
2.4.1	ISSUE DATE: May 3, 2011		
2.4.2	RETURN DATE and TIME: prior to 12:00:00 noon local time Thursday, May 26, 2011		
2.5	QUESTIONS		
2.5.1	All questions pertaining to this bid document are to be addressed to: Gary Keathley, Buyer, by Fax (519) 452-2399 or email g.keathley@tvdsb.on.ca. The TVDSB reserves the right to distribute a notice of content of any inquiry and the TVDSB's response to all other registered bidders. All questions pertaining to this bid document must be submitted in writing.		
2.5.2	Questions concerning the terms and conditions of the bid document, whether made orally or in writing, to any individual other than indicated above, may at the sole discretion of the TVDSB, render your submission noncompliant. Direct questions in written form only to: Gary Keathley, Buyer. The TVDSB will only be bound by written answers to questions.		
2.5.3	Should any questions raised by a bidder necessitate an addendum to this bid document, the addendum will be posted to the TVDSB Web Site. See Section 2.5.2		
2.5.4	All Addenda will be issued at least seven days prior to the closing date. If an addendum is issued within seven days of the closing date, the date will be extended accordingly.		
3.0	CONTRACT TERM / PRICING / TAXES / DELIVERY / PAYMENT		
3.1	CONTRACT TERM		
3.1.1	The term of this agreement shall be for 1 year, commencing on June 01, 2011 and unless otherwise provided herein, terminating on May 31, 2012. The TVDSB may at the end of this contract term extend the contract for a period of two additional years, in one year increments and will advise the bidder in writing of our intentions.		
3.1.2	Bidders must state if your company would agree to extending this contract with the same terms and conditions for a second year ending May 31, 2013.		

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3.1.3	Bidders must state if your company would agree to extending this contract with the same terms and conditions for a third year ending May 31, 2014.		
3.2	PRICING		
3.2.1	Bidders must complete the pricing section which is installed using the setup.exe file for the products on Appendix C (see Section 9.0 Electronic Bidding Instructions).		
3.2.2	Bidders must print and sign the Bid Report and Appendices023.xls Worksheets A & B.		
3.2.3	All charges must be included in the cost of the item. Prices quoted must be for goods and services exactly as specified and in Canadian funds, unless otherwise indicated.		
3.2.4	Prices must include delivery, F.O.B. destination. NO AWARDS WILL BE MADE TO FIRMS QUOTING FREIGHT EXTRA.		
3.2.5	Prices must remain in effect for the initial first year of the contract, commencing on June 1, 2011 and ending May 31, 2012 and thereafter only manufacturer's price increases (supported by documentation) will be allowed.		
3.2.6	The TVDSB expects to order in multiple shipments over the length of this contract.		
3.2.7	It is the intention of the TVDSB to rationalize its supplier base. This contract may be awarded on a per item basis or on the best cost of various groupings. The groupings will be determined by the TVDSB. Each bidder agrees to the award on this basis.		
3.2.8	Bidders must state any further discount, as a percentage, if all items are awarded to your company.		
3.2.9	The TVDSB will not expect any price increases for the exact configuration quoted during the roll out.		
3.2.10	The TVDSB would like to take advantage of any promotions, price decreases, rebates or new technologies available during the term of the contract. Detail your company's strategy related to future pricing, new hardware components or new technologies.		
3.3	TAXES		
3.3.1	HST: Where applicable, Harmonized Sales Tax must be shown separately as extras on all invoices in accordance with Canadian and Provincial Government regulations.		
3.4	DELIVERY & ORDERING		
3.4.1	Delivery for all items will be directly to our Schools, Distribution Centre, Educational Resource Centre or Community Education Centres.		
3.4.2	Delivery dates will be specified on all of our purchase orders. Immediate delivery will be accepted unless otherwise designated on our purchase orders. In case of construction of new schools or major school renovations, the TVDSB shall not accept delivery until the date specified on those purchase orders.		
3.4.3	The successful bidder(s) bears the cost of repairs to the site and to hardware with respect to damage caused from shipping or installation.		
3.4.4	The successful bidder(s) bears the risk of loss with respect to equipment until delivery and/or installation is complete.		
3.4.5	The TVDSB's purchase order number must appear on all packages, packing slips, correspondences, customs documentation and freight bills of lading.		
3.4.6	The lead time shown will be used to calculate delivery dates on our purchase orders and to monitor your company's performance. The lead time must be met as it is one of our criteria considered in the decision, and award, of this and future contracts.		
3.4.7	Not all goods will be ordered at one time; orders will be placed as requests are received from our schools.		
3.4.8	In order to meet any minimum order stipulation, we may combine orders from different sites for delivery to our Distribution Centre at 951 Leathorne Street in London. Those orders would be labeled in the "ship to" portion of our purchase order as "Wrap and Label Care of Distribution Centre". Our expectation is that these shipments will arrive packaged and labeled PER SITE, ready for us to forward directly to the school with no further packaging or resorting required.		
3.4.9	State minimum dollar value per order.		
3.4.10	The TVDSB's purchase order number should appear on all packages, packing slips, correspondences, customs documentation and freight bills of landing. All items must be individually packaged for each school or location.		
3.4.10.1	Each package must be clearly labelled for the school or location specified on our purchase order. The successful bidder(s) must ensure the school's full name and address is labelled as we have duplicate location names.		

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3.4.10.2	The successful bidder(s) must ensure packages are labelled containing the number of packages in each shipment. ie, 1 of 2, 2 of 2, etc.		
3.4.10.3	Each school's order should contain their own packing slip.		
3.4.10.4	The successful bidder(s) must ensure the packaging materials used are adequate so that the product is protected at all times during the distribution process.		
3.4.10.5	Our distribution centre will sign for delivery on all orders subject to inspection at the school.		
3.4.10.6	The successful bidder must contact Jim Morton at the Distribution Centre (519-852-4443) prior to shipping any large shipments (skid lots) for arrangement of a delivery date and time.		
3.5	INVOICING/PAYMENT TERMS		
3.5.1	All invoices must be sent to the Thames Valley District School Board, 1250 Dundas Street, London, Ontario N5W 5P2. Attention: Accounts Payable.		
3.5.2	Applicable taxes must be shown as separate line items on all invoices.		
3.5.3	Bidders should indicate any specific payment terms. It is generally expected that payment will be 45 days from receipt of invoice.		
3.5.3.1	Bidders should state percentage discount for early payment and net payment terms.		
3.5.4	Purchase order numbers must be stated on all invoices; invoices without the Thames Valley District School Board Purchase Order number will be returned unpaid.		
4.0	SPECIFICATIONS/REQUIREMENTS		
4.1	QUALITY		
4.1.1	Unless otherwise specified, supplies must be new, in good condition, fit for the purpose for which they are being acquired and free from defects. The decision of the TVDSB pertaining to items being rejected is final.		
4.1.2	Manufacturers' brand names and numbers are used as guidance for the bidders; alternate items of equal quality will be considered. If bidding on an alternate item, the manufacturer's name and model number must be indicated in the appropriate field in the Bid Report FOR EVERY ALTERNATE ITEM BID.		
4.1.3	The determination of equal quality will be based on our internal professional opinions.		
4.1.4	In addition to price, quality and suitability to school use will be among the first considerations. Delivery lead times, service, performance record, manufacturer's warranties and the value of the overall award will also be taken into consideration when awarding this contract.		
4.1.5	Any material, equipment, service or work ordered which, in the opinion of the TVDSB, does not completely fulfill the specifications must immediately be removed and/or completed to the specifications or sample quality at the expense of the successful bidder.		
4.1.6	The successful bidder(s) must carry out all work to the satisfaction of the TVDSB. All trade work is to be performed by appropriately certified staff.		
4.2	QUANTITY/TERM		
4.2.1	These estimations are for a one (1) year period based on our actual usage will be subject to change depending on our needs and budgets. The balance of items will be dependent on our needs as they arise.		
4.3	REQUIREMENTS		
4.3.1	For each requirement as described in Appendices023.xls - Workseet B bidders must place a response in the appropriate column.		
4.3.2	Bidders should be able to provide a minimum of 80% of the items on Worksheet B. The TVDSB will purchase any new/additional items from the successful bidder.		
4.3.3	The successful bidder will be required to submit an electronic file (EXCEL) with their entire product listing to be used for the ordering purposes by the TVDSB.		
4.3.4	The file must contain the following fields:		
4.3.4.1	Field #1 - Cat #		
4.3.4.2	Field #2 - Unit of Measure		
4.3.4.3	Field #3 - Unit Price		
4.3.4.4	Field #4 - Page Number		

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4.3.4.5	Field #5 - Catalogue Description		
4.3.4.6	Bidders should state the discount, from their price list, that they will offer the TVDSB on their complete product range.		
4.3.4.7	Bidders should submit a catalogue illustrating pricing and listing their complete product range.		
4.3.4.8	The successful bidder(s) should be a certified dealer/distributor of the manufacturer of the equipment/products they are proposing.		
4.3.4.9	The successful bidder(s) must have the proprietary right or license to use software being provided or imbedded in the hardware that is being provided.		
4.4	RETURN OF GOODS POLICY		
4.4.1	The TVDSB will return any shipment (COLLECT) if, in our opinion, the product supplied does not conform to the specification and/or samples submitted in the bid.		
4.4.2	Bidders must state if there is a time limit on returning goods.		
4.4.3	Bidders should state if there is a "restocking charge" on any returned item and the amount or rate to be charged if goods are returned for any other reason than those stated in 4.3.1.		
4.4.4	Bidders should describe their procedure for returned goods with respect to:		
4.4.4.1	Packaging		
4.4.4.2	"Attention To" labeling		
4.4.4.3	Address to where returns should be shipped		
4.4.4.4	Method of shipment (company truck, courier, transport)		
4.4.4.5	If a return authorization number is required		
4.4.4.6	What charges apply and who is responsible for payment		
4.4.5	The TVDSB will not pay to return any goods which do not meet the specifications listed in this bid.		
4.5	ILLUSTRATIVE LITERATURE		
4.5.1	Bidders should state if this literature can be obtained directly from the manufacturer via the internet.		
4.5.2	Bidders should state the web site addresses for each manufacturer.		
4.6	SAMPLES/DEMONSTRATION		
4.6.1	Each bidder may be required to submit, at the bidder's own expense, the items which are being bid upon for examination and comparison purposes. This must be done on request and at a time and location chosen by the TVDSB.		
4.6.1.1	Samples requested must be clearly marked with the name of the bidder and the bid item number.		
4.6.1.2	Samples must be sent to our Education Centre, 1250 Dundas Street, London, ON, N5W 5P2.		
4.6.2	Bidders who do not submit the required samples will be considered noncompliant.		
4.6.3	Not all samples will be returned immediately. Those retained for quality control purposes or testing will be purchased and any item tested that proves defective will be returned		
4.6.3.1	Bidders should provide return instructions (i.e. address and authorization number) if required, for sample returns.		
4.7	SUBSTITUTIONS		
4.7.1	In the event that an item ordered becomes discontinued during the contract, all bidders must notify the Purchasing Services Department for authorization before the item is substituted and shipped to the appropriate location. Successful bidders may be required to provide samples of the proposed substitutions before sending shipments. The Board reserves the right to return any shipment COLLECT , if in our opinion the products supplied do not conform to the specifications in this bid document.		
4.8	WARRANTY AND MAINTENANCE		
4.8.1	Bidders must state length of warranty. Bidders must state if warranty includes parts, labour and if the warranty is on-site. If not, bidders must indicate the terms of the warranty.		
4.8.2	Bidders must state location of service facilities.		
4.8.3	Bidders must state if shipping is included on depot warranties.		
4.8.4	Bidders must state number of service people at each location.		
4.8.5	Bidders must state time to respond to service calls:		
4.8.5.1	Less than one half day		
4.8.5.2	One half day		

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4.8.5.3	One full day		
4.8.5.4	More than one day		
4.8.5.5	Other		
4.8.6	Bidders must state mean time to repair commitments in the event of service disruption and associated penalties in the event of extended outages.		
4.8.7	Bidders must disclose their policy of loan machines in the event repairs are not made on-site.		
4.8.8	Bidders must include a statement outlining your company's quality assurance philosophy and program. This statement should detail how your company will respond to:		
4.8.8.1	Service related problems		
4.8.8.2	Quality problems		
4.8.9	The TVDSB reserves the right to initiate a survey to measure customers' satisfaction.		
4.9	ENVIRONMENT		
4.9.1	Bidder(s) should include a detailed description of any environmental initiative and how your program would be implemented and benefit TVDSB.		
5.0	TERMS AND CONDITIONS		
5.1	GENERAL TERMS AND CONDITIONS		
5.1.1	Any response submitted to the bid is IRREVOCABLE for 120 days.		
5.1.2	A bidder who has already submitted a bid may submit an addendum in writing and signed by the bidder at any time up to the official closing time. No facsimiles shall be accepted. The last submission shall supersede and invalidate all previous submissions by that bidder as it applies to this bid. Addenda must be submitted to the "Tenders Clerk" in the same manner and within the same time constraints as the bid submission.		
5.1.3	A bidder may withdraw the bid at any time up to the official closing time by letter bearing his/her signature as it is in the submission. Withdrawal requests received after the closing date shall not be permitted. Submission withdrawals must be submitted to the "Tenders Clerk" in the same manner and within the same constraints as a bid submission.		
5.1.4	The issuance of this call for bids shall not constitute any obligation on the part of the TVDSB to any firm or individual who submits a bid.		
5.1.5	The bidder should have satisfactorily fulfilled all relevant obligations as required under the terms and conditions of any previous award in order to be considered as an acceptable bidder.		
5.1.6	The laws of the Province of Ontario shall govern in any dispute occasioned as a result of the performance or non-performance and/or workmanship of a contract issued pursuant to the bid and any dispute arising out of the issuance of and response to this bid.		
5.1.7	The TVDSB reserves the right to withdraw the award of the contract to a successful bidder(s) within 30 days of the award if in the opinion of the TVDSB the successful bidder(s) is unable or unwilling to enter into a form of contract satisfactory to the TVDSB. The TVDSB shall be entitled to do so without any liability being incurred by the TVDSB to the bidder		
5.1.8	The lowest or any bid submission may not necessarily be accepted. The TVDSB reserves the right to decline any or all bid submissions, or to cancel the bid call in whole or in part at any time prior to making an award, for any reason, or no reason, without liability being incurred by the TVDSB to any bidder for any expense, cost, loss or damage incurred or suffered by the bidder as a result of such withdrawal.		
5.1.9	All costs associated with the preparation of the bid submission will be solely the responsibility of the bidder.		
5.1.10	The TVDSB reserves the right to decline or purchase one or all items in this bid from one supplier or from multiple suppliers.		
5.1.11	All of the terms and conditions of this bid are deemed to be accepted by the bidder and incorporated into the bidder's proposal submission. It is the TVDSB's intention that the Terms and Conditions stated in this bid and the successful bidder's response to this bid will form the contract between TVDSB and the successful bidder(s). Any conflict in the wording of the bidder's invoice and/or sales agreement and the wording of the terms and conditions of this proposal, shall be resolved in favour of the TVDSB and shall be deemed to be incorporated into the bidder's invoice and/or sales agreement.		

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5.1.12	The successful bidder(s) must not at any time subcontract any portion of its contract with the TVDSB nor shall it assign the contract without the written permission of the TVDSB. The successful bidder(s) must not, at any time, change subcontractors approved by the TVDSB without written permission of the TVDSB.		
5.1.13	While the TVDSB has used considerable efforts to ensure an accurate representation of information in this bid document, the information contained herein is contained solely as a guideline for bidders. The information is not guaranteed or warranted to be accurate by the TVDSB, nor is it necessarily comprehensive or exhaustive. Nothing in this bid document is intended to relieve bidders from forming their own opinions and conclusions in respect to the matters addressed in this bid document.		
5.1.14	The TVDSB may accept or waive a minor irregularity, or where practical to do so the TVDSB may as a condition of bid acceptance request a bidder to correct a minor irregularity with no change in bid price. Items of non compliancy on any bid submissions which do not strictly comply with the provisions, procedures and requirements of this bid, or are incomplete, ambiguous, or which contain errors, alterations, misleading information, omissions, or irregularities of any kind, may be rejected and disqualified at the discretion of the TVDSB. All bidders agree to provide all such additional information as, and when requested, at their own expense, provided no bidder in supplying any such information shall be allowed, in any way to change the pricing or other cost quotations originally given in its bid submission or in any way materially alter or add to the solution originally proposed.		
5.1.15	All TVDSB policies, procedures and regulations must be adhered to by the successful bidder(s).		
5.1.15.1	Smoking is prohibited in all TVDSB buildings and on all TVDSB property.		
5.1.15.2	Some TVDSB sites are equipped with video surveillance cameras.		
5.1.15.3	The successful bidder(s) is obliged to cooperate with all recycling and environmental procedures and initiatives established by government, the TVDSB and each school.		
5.1.16	The successful bidder(s) will reimburse the TVDSB for any damages through negligence or wilful acts of any of the successful bidder(s)' employees or contracted staff.		
5.1.17	The successful bidder(s)' employees and contracted staff shall not be considered TVDSB employees and shall not represent themselves as an agent of the TVDSB nor be eligible for any of the benefits provided to TVDSB employees.		
5.1.18	The TVDSB reserves the right to demand the removal of any successful bidder's employees or contracted staff engaged in this contract if, in the TVDSB's opinion, their conduct has been of an unacceptable nature.		
5.1.19	The successful bidder(s) will be responsible for seeing that regular supervision is maintained over all working personnel. It is the bidder's responsibility to see that all their activities are properly coordinated with the TVDSB's operations and modify assignments as required.		
5.1.20	This bid document is being issued pursuant to the TVDSB's Purchasing Policies and Procedures.		
5.2	CANCELLATION OF CONTRACT / LOSS OF SERVICE		
5.2.1	The TVDSB reserves the right to terminate this contract within 30 days written notice if, in its opinion, the successful bidder(s) fails to meet the terms and conditions of the contract. Notwithstanding the termination of the contract, the successful bidder(s) shall remain responsible for its obligations under this contract up to the date of termination. The TVDSB reserves the right to commence an action in a court of competent jurisdiction against the successful bidder(s) for damages that result from the breach of the terms and conditions of the contract, by the successful bidder(s).		
5.2.2	The TVDSB shall have the right to retain and set off from any monies payable to the successful bidder(s) under the contract the total outstanding amount from time to time and for all damage claims by the TVDSB or any third parties arising out of this contract which have not been resolved by the successful bidder(s) or its insurer.		
5.2.3	The TVDSB reserves the right to withhold monies owing under a contract to the value of the obligation to a maximum of the monies owing to the successful bidder(s) for any indebtedness of the supplier that may impact on the TVDSB.		
5.2.4	The successful bidder(s) shall be responsible for ensuring continuous delivery of the goods and services in the event of a labour disruption by either, the successful bidder(s), the TVDSB's staff or third party interruptions.		
5.2.5	In the event that the successful bidder(s) becomes insolvent, and/or the successful bidder(s) is unable or unwilling to provide the contracted service for a period of more than 30 consecutive days during the period of the contract, the TVDSB shall have the right to replace the successful bidder(s) with another service provider suitable to the TVDSB in addition to all of its other rights pursuant to the term of this bid.		

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5.3	FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT		
5.3.1	Bidders agree that all documentation and information contained in any bid submissions and any addendum that becomes the property of the TVDSB shall be subject to disclosure pursuant to an application pursuant to a Municipal Freedom of Information and Protection of Privacy Act request for disclosure. Notwithstanding that a bid submission or an addendum may contain a trade secret of the bidder, intellectual property right of the bidder, or scientific, technical, commercial, pricing or other financial or labour relations information or any other similar secret.		
5.3.2	A bidder specifically consents to the disclosure of any and all information contained in their bid submission or any addendum pursuant to a request for disclosure pursuant to a Municipal Freedom of Information and Protection of Privacy Act and such consent shall be considered a consent given pursuant to Subsection 10(2) of the said Act. Notwithstanding the aforesaid, the bidder assigns all rights, titles and interests that they have in the bid submission, and any addendum to the TVDSB, including the right to copy and/or publish the same as the TVDSB sees fit, notwithstanding that no request for disclosure is made pursuant to the Municipal Freedom of Information and Protection of Privacy Act.		
5.3.3	All bidders agree not to disclose any information provided by the TVDSB in this bid document to any third party without the written consent of the TVDSB.		
5.4	HUMAN RIGHTS AND CHILD LABOUR LAWS		
5.4.1	Any infringement on human rights, but namely those of children, is of considerable concern to the TVDSB. Bidders wishing to do business with the TVDSB are asked to promote the purchase of goods from companies that operate in full compliance with the laws of their respective countries and with all applicable child labour laws, rules and regulations related to hiring, wages, hours worked, overtime and working conditions.		
5.4.2	Bidders should indicate your firm's policy and present practices and procedures in place to encourage promotion of this objective.		
5.4.3	For bidders information the web site address of the International Labour Organization and its objectives toward the abolition of child labour is:		
5.4.3.1	http://www.ilo.org		
5.5	HEALTH, SAFETY REGULATIONS		
5.5.1	All equipment requiring approval (Hydro One, C.S.A., ULC., etc.) must be completely assembled and must bear a label showing approval of assembly prior to delivery. The TVDSB shall not accept any equipment that has not been inspected and approved. If not so approved, the TVDSB reserves the right to invoice the successful bidder(s) for the cost of certification/replacement.		
5.5.2	Every person who supplies any machine, device, tool, equipment or service to the TVDSB must ensure that the machine, device, tool, equipment or service complies with the Occupational Health and Safety Act and Regulations of Industrial Establishments. The burden of proof rests with the supplier.		
5.5.3	The Ministry of Education and Training and the Ministry of Health provides regulations specifying which substances/products are not acceptable. If applicable, the successful bidder(s) must supply MATERIAL SAFETY DATA SHEETS providing us with the breakdown of components for any products used in our facilities with every shipment.		
5.5.4	The Occupational Health and Safety Act describes the responsibilities of an employer. The TVDSB requires contractors maintain procedures, training and enforcement so that the responsibilities are carried out at our workplace. The contract shall abide by and strictly adhere to the regulations and conditions set out and laid down by the most current versions of the Occupational Health and Safety Act, 1990, Chapter 0-1. Their workers must be trained in WHMIS in accordance with Occupational Health and Safety Act Regulations. They must adhere to all of the TVDSB's Health and Safety Policy, Procedures and Guidelines and Municipal Bylaws.		
5.5.5	No supplier will be awarded any product that requires a Material Safety Data Sheet unless the bidder complies with the conditions above.		
5.5.6	The TVDSB reserves the right to request a copy of a bidder's Health & Safety Policy, Procedures and Guidelines.		
5.6	WORKPLACE SAFETY AND INSURANCE BOARD		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.6.1	The successful bidder(s) must ensure that all workers are covered by the Workplace Safety & Insurance Board for the duration of this contract.		
5.6.2	The successful bidder(s) must furnish a Certificate of Clearance from the Workplace Safety and Insurance Board as evidence that all returns have been made and all necessary assessments have been paid as required, or levied, by the Workplace Safety and Insurance Board. This certification is to be furnished prior to the commencement of this contract. The good standing must be maintained throughout the contract. It is the responsibility of the Contractor to ensure that the Workplace Safety & Insurance Board Certificate is updated every sixty (60) days. The TVDSB reserves the right to request proof of coverage any time throughout the duration of the contract.		
5.6.3	All workplace injuries or accidents on TVDSB property must be reported by the successful bidder(s) to the TVDSB's representative within 24 hours.		
5.7	COMMERCIAL LIABILITY INSURANCE		
5.7.1	The successful bidder(s) must be covered by Commercial General Liability Insurance throughout the term of the contract. Each bidder must state if it has Commercial General Liability Insurance Coverage.		
5.7.2	Each bidder should show proof with the submission of this bid that upon the award of this contract that it will be covered by Commercial Liability Insurance coverage with limits of \$5 million per occurrence for liability (by way of primary coverage and/or Umbrella Coverage and/or otherwise), arising at law for damages caused by reason of bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$5 million per occurrence of Commercial Liability Insurance coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or agent's letterhead that liability insurance limits will be increased to \$5 million per occurrence from the commencement of the contract should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain good standing throughout the term of the contract. The TVDSB reserves the right to request proof of coverage any time throughout the duration of the contract.		
5.7.2.1	This liability policy shall contain the following coverage:		
5.7.2.2	Personal Injury & Property Damage		
5.7.2.3	Non-Owned Automobile Liability		
5.7.2.4	Owners and Contractors Protective Coverage		
5.7.2.5	Contractual Liability		
5.7.2.6	Broad Form Property Damage		
5.7.2.7	Products & Completed Operation Insurance		
5.7.2.8	Contingent Employees Liability		
5.7.2.9	Cross Liability Clause and Severability of Interest Clause		
5.7.3	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damages and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract.		
5.7.4	The successful bidder(s) agrees to indemnify, hold harmless and defend the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason or injury (including death) or damage to any property arising out of negligent or wilful acts on the part of the successful bidder(s) or any of its representatives or employees or subcontractors in the execution of the work performed or from defects in the equipment supplied.		
5.8	MOTOR VEHICLE LIABILITY INSURANCE		
5.8.1	Bidders must state if its own vehicles and/or those vehicles owned by its employees or subcontractors shall operate on the property of the TVDSB.		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
5.8.2	In the event of an affirmative answer to 5.8.1, the successful bidders must be covered by Automobile Liability Insurance through the term of the Contract. If the bidder's employees or subcontractors will operate their own vehicles during the contract then they must maintain the same Automobile Liability Coverage as the bidder. Each bidder must state if it or its employees or subcontractors have Automobile Liability Insurance Coverage. Sub clauses also subsection 5.8.3 to subsection 5.8.4 applies to those employees or subcontractors who operate their own automobiles on the property of the TVDSB.		
5.8.3	Bidders should show proof with the submission of this bid, that upon the award of this contract that it will be covered by Automobile Liability Insurance with coverage limits of \$2 million (Commercial and \$1 million on all personally owned vehicles) per occurrence for liability arising at law for damages caused by reason or bodily injury (including death) or damage to property by its employees or subcontractors. If the bidder does not presently have \$2 million per occurrence of Automobile Liability Insurance Coverage, the bidder shall provide a written assurance from his insurer or agent on the insurer's or the agent's letterhead that liability insurance limits will be increased to \$2 million for Commercial Vehicles and \$1 million personally owned vehicles per occurrence from the commencement of the contract and annually thereafter for the term of the contract, should the contract be awarded to the bidder. The successful bidder(s) further agrees to maintain that good standing throughout the term of the contract.		
5.8.3.1	The TVDSB reserves the right to request proof of coverage anytime throughout the duration of the contract. This liability policy shall contain the following coverage:		
5.8.3.2	Third Party Liability Coverage in the form of OAP-1		
5.8.4	Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damage and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract by way of the ownership or operation of an automobile.		
5.8.5	The successful bidder(s) agrees to indemnify, hold harmless, and defend, the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason of injury (including death) or damage to any property arising out of negligence on the party of the successful bidder(s) or any of its representatives or employees by way of the ownership or operation of an automobile.		
6.0	BIDDER PROFILE		
6.1	REFERENCES		
6.1.1	New bidders must provide a minimum of three references where you have successfully provided goods and or services similar to this bid document. The reference must contain the following information:		
6.1.1.1	Reference 1 - Company Name:		
6.1.1.2	Reference 1 - Address:		
6.1.1.3	Reference 1 - Contact Name:		
6.1.1.4	Reference 1 - Phone Number:		
6.1.1.5	Reference 1 - Fax Number:		
6.1.1.6	Reference 1 - e-mail address:		
6.1.1.7	Reference 2 - Company Name:		
6.1.1.8	Reference 2 - Address:		
6.1.1.9	Reference 2 - Contact Name:		
6.1.1.10	Reference 2 - Phone Number:		
6.1.1.11	Reference 2 - Fax Number:		
6.1.1.12	Reference 2 - e-mail address:		
6.1.1.13	Reference 3 - Company Name:		
6.1.1.14	Reference 3 - Address:		
6.1.1.15	Reference 3 - Contact Name:		
6.1.1.16	Reference 3 - Phone Number:		
6.1.1.17	Reference 3 - Fax Number:		

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SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
6.1.1.18	Reference 3 - e-mail address:		
6.2	ADMINISTRATION & ORGANIZATION		
6.2.1	The TVDSB reserves the right at any time after the closing date, to request from any bidder evidence of its financial standing and stability, including that of each of its officers, directors and principals. All bidders agree to provide at their own expense all such above-related information as may be requested by the TVDSB within four (4) days of the date of any such request.		
6.2.2	Bidders are required to list any and all pending or ongoing legal claims or disputes where the bidder could individually or in combination with other claims, suffer a potential economic loss greater than \$100,000.00.		
6.2.3	Bidders should state location of their distribution centre.		
6.2.4	Bidders should state if the staff involved in the execution of this contract are employees or sub-contractors.		
7.0	BID SUBMISSION		
7.1	BIDDER'S RESPONSE GUIDE		
7.1.1	Each bid submission should be structured using only the criteria identified in this bid document. When submitting bids, bidders should use the same numbering format as on this bid document.		
7.1.2	The bid submission must include:		
7.1.3	Signed copies of:		
7.1.3.1	Bid Report		
7.1.3.2	Appendices023.xls with the following Worksheets:		
7.1.3.2.1	Worksheet A: Terms and Conditions Response in Excel format - Electronic response required		
7.1.3.2.2	Worksheet B: Additional Product Requirements - Electronic response required		
7.1.3.3	One Diskette or CD or Thumb (flash) drive with files created in "Disk Creation" "Eight (8) Files" See Electronic Bid Instructions - Section 9.		
7.1.3.3.1	2011023.rpt		
7.1.3.3.2	2011023a.dbf		
7.1.3.3.3	2011023g.dbf		
7.1.3.3.4	2011023v.dbf		
7.1.3.3.5	2011023a.cdx		
7.1.3.3.6	2011023g.cdx		
7.1.3.3.7	2011023v.cdx		
7.1.3.3.8	Appendices023.xls		
7.1.4	It is the bidders responsibility to ensure that the necessary "files" are on the diskette or CD or thumb (flash) drive.		
7.1.5	Failure to respond in electronic format will deem the bid noncompliant.		
7.1.6	All bid documents should be submitted in an envelope marked with the bid name and number (as set out in Section 9.10 - Labeling Instructions).		
7.1.7	Bidders' submissions should include page numbers for ease of reference by committee members.		
7.1.8	The specifications and pricing section of the bid submission should not make reference to supplemental materials.		
7.1.9	Supplemental materials will not qualify as substitutes for direct responses to the bid's requirements unless specifically requested.		
8.0	AWARD		
8.1	EVALUATION PROCESS		
8.1.1	An evaluation committee will be established to evaluate bid submissions.		
8.1.2	All bid submissions will first be evaluated on their compliance with the requirements of this bid document.		
8.1.3	All compliant bid submissions will be evaluated by a TVDSB evaluation committee based on the following evaluation criteria:		
8.1.3.1	Price		
8.1.3.2	Compliance with Specifications		
8.1.4	Compliant bidders may be requested to make a presentation of their bid for clarification only. No alteration of your submission will be permitted. Notification will be given to qualified bidders as to the time and place. The presentation shall be at the expense of the bidder.		

FIRM NAME : _____

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ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
8.1.5	Delivery, lead times, service, performance record, and the value of the overall award will also be taken into consideration when awarding this contract.		
8.1.6	The determination of equal quality will be based on our internal professional opinions.		
8.1.7	In the event of a tie score the TVDSB wil resolve the tie by a draw. The names of the tie bidders will be entered into the draw. All parties will have representation when the draw takes place.		
8.2	AWARD AND NOTIFICATION OF CONTRACT		
8.2.1	The results of this bid will be posted to the TVDSB web site as soon as decisions have been made:		
8.2.1.1	www.tvdsb.ca		
8.2.1.2	"Board"		
8.2.1.3	"Purchasing"		
8.2.1.4	"Bids"		
8.2.1.5	"Electronic Bidding Instructions, Bid Download and Bid Results",		
8.2.1.6	Scroll to the end of the document, click		
8.2.1.7	"Proceed to inquiry/download page".		
8.2.1.8	Proceed to the Bid, click		
8.2.1.9	"Results - Check Mark"		
8.2.1.10	View documents in PDF format.		
8.2.2	All bid files are available for downloading at no charge from the TVDSB web site.		

Gary Keathley
Purchasing Department

Tracy Grant
Chairperson

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.0	ELECTRONIC BIDDING INSTRUCTIONS		
9.1	DOWNLOADING BID DOCUMENTS		
9.1.1	All documents are available from the TVDSB Web Site at www.tvdsb.ca		
9.1.2	Click "Board"		
9.1.3	Click "Purchasing"		
9.1.4	Click "Bids"		
9.1.5	Read "Electronic Bidding Instructions, Bid Download and Bid Results" or "Bids"		
9.1.6	Click "Proceed to Inquiry/Download page"		
9.1.7	Click on the "Name of the Bid" to view documents in PDF format.		
9.1.8	Click on the "NEW" logo to download the executable files for preparing and submitting your bid.		
9.1.9	All bid files are available for downloading at no charge from the TVDSB web site.		
9.2	PRINTING COPIES OF BID DOCUMENTS		
9.2.1	To print a working copy of any bid document - Click on the "name of the Bid" to print documents in PDF format.		
9.3	COMPUTER SYSTEM REQUIREMENTS		
9.3.1	To use the electronic system, bidders must have the following equipment:		
9.3.1.1	Microsoft Windows, version 95 or greater		
9.3.1.2	2.5 MB available hard drive space		
9.3.1.3	3 ½ 1.44 MB diskette drive or CD Burner or USB drive.		
9.4	INSTALLATION OF BID PROGRAM ONTO YOUR COMPUTER:		
9.4.1	The TVDSB has made every effort to ensure the files are free of any virus and are functional. However, in safe computing practice, you are responsible for checking the files on your own virus checker to ensure it is free of any virus.		
9.4.2	Download the executables from our Web Site as shown above. Double click on the "NEW" logo for the executable file. Follow the instructions.		
9.4.3	The bid files are installed into a default directory called C:\LBTENDER. When the installation process is complete, a box will appear with a "Remove Thames Valley District School Board Tender icon"; please close this box. When the setup is complete, click close.		
9.4.4	To begin the Bid Program:		
9.4.4.1	Go to Windows Explorer		
9.4.4.2	Click on C:\ drive		
9.4.4.3	Open the folder "lbtender"		
9.4.4.4	The following files will be installed in the C:\lbtender directory:		
9.4.4.5	"tender.exe" (Double click on the file to open the program)		
9.4.4.6	"Appendices023.xls" (To start the process open the Excel files and complete as instructed.)		
9.5	HELP SECTION AND TIPS FOR USING THE BID PROGRAM		
9.5.1	The "Help" section may be referred to at any time while using the program.		
9.5.2	Bidders MUST answer all questions on the Company Information Screen before you can proceed.		
9.5.3	If you do not wish to bid on an item, do not enter "NO BID"; just ignore that item and move onto the next. If you add a bid, you must enter a price (\$0.00 is not valid).		
9.6	BID REPORT		
9.6.1	Use the "Bid Report" option on the menu to create a report showing your bids. If any changes are made after printing the "Bid Report", you must reprint the "Bid Report" before you can create your diskette or CD.		
9.6.2	The first page of the "Bid Report" will list any items that require answers to questions. The diskette or CD cannot be created until the answers are entered and the "Bid Report" is generated again.		
9.7	ELECTRONIC MEDIA (Disk or Flash Drive)		
9.7.1	DISKETTE or USB THUMB DRIVE CREATION		
9.7.1.1	After all bids have been entered:		
9.7.1.2	Select "Diskette Creation" to copy the data files back to a blank 3.5" diskette, or USB thumb drive.		

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ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.7.1.3	Select your "input" (The hard drive where the Bid Executable files where installed. The program defaults to C:\lbtender folder)		
9.7.1.4	Select output (3.5" floppy drive, or USB thumb drive)		
9.7.1.5	Click "O.K. to Continue" (at the top of the screen). After the files are loaded, the "Bids for Tender Screen" will appear		
9.7.1.6	Click "Exit" at the top of the screen.		
9.7.1.7	If diskette creation fails check Bid Report for any unanswered questions. Be sure to label your diskette with company name and signature.		
9.7.2	CD CREATION		
9.7.2.1	After all bids have been entered:		
9.7.2.2	Select "Diskette Creation" to copy the data files back to any computer hard drive.		
9.7.2.3	Select "input" The hard drive where the Bid Executable files where installed. The program defaults to C:\lbtender folder)		
9.7.2.4	Select output drive - MUST BE A DIFFERENT DRIVE THAN THE INPUT DRIVE (The hard drive for output from which you can copy the seven files to CD)		
9.7.2.5	Click on "O.K. to Continue" (at the top of the screen). After the files are loaded, the "Bids for Tender Screen" will appear.		
9.7.2.6	Click on "Exit" at the top of the screen		
9.7.2.7	Copy the eight files from the hard drive to a CD using your company's standard CD Writing program.		
9.7.2.8	If the eight files are not created check the Bid Report for any unanswered questions. Be sure to label your CD with company name and signature.		
9.7.2.9	A message may appear, "NO COMMENT REPORT FOUND." Please ignore this, press "Ok" to continue.		
9.7.2.10	If you did not bid on any items requiring an answer, a message will appear "NO ANSWER RECORDS FOUND." Press "OK" to continue.		
9.8	THE RETURN OF ELECTRONIC MEDIA		
9.8.1	Check to ensure that the "eight (8) files" are on the diskette or CD or thumb (flash) drive. Without these files, we will not be able to download your bid. To check that the eight files have been created, go to Windows Explorer and double click on 3.5" drive or CD Drive or the thumb (flash) drive. The eight (8) files are as follows:		
9.8.1.1	2011023a.dbf		
9.8.1.2	2011023g.dbf		
9.8.1.3	2011023v.dbf		
9.8.1.4	2011023a.cdx		
9.8.1.5	2011023g.cdx		
9.8.1.6	2011023v.cdx		
9.8.1.7	2011023.rpt		
9.8.1.8	Appendices023.xls - which includes Worksheet A and B		
9.8.2	However, if you did not bid on any items requiring "answers to questions" you will have seven (7) files. You will not have a 2011023.rpt file. If the above files are not on the diskette or CD or thumb (flash) drive, return to "Diskette Creation" option.		
9.8.3	Be sure to label your diskette or CD with company name and signature.		
9.9	LABELING OF ENVELOPE AND DISK		
9.9.1	ADDRESS BID ENVELOPE AS SHOWN BELOW:		
9.9.2	From - Company Name & Address		
9.9.3	To:OFFICE OF THE TENDERS CLERK		
9.9.4	Thames Valley District School Board		
9.9.5	EDUCATION CENTRE,		
9.9.6	1250 Dundas Street,		
9.9.7	LONDON, Ontario		
9.9.8	N5W 5P2		
9.9.9	A / V Equipment Tender		
9.9.10	Bid #023		
9.9.11	Return Date: 12:00:00 noon local time and May 26, 2011.		

FIRM NAME : _____

SIGNATURE : _____

THAMES VALLEY DISTRICT SCHOOL BOARD
 2011 TENDER FOR AUDIO VISUAL EQUIPMENT
 TERMS AND CONDITIONS

ITEM NO.	TERMS AND CONDITIONS	WILL COMPLY/WILL NOT COMPLY	COMMENT
9.10	PLEASE AFFIX LABEL ON DISK AS SHOWN BELOW:		
9.10.1	THAMES VALLEY DISTRICT SCHOOL BOARD		
9.10.2	A / V Equipment Tender		
9.10.3	Bid #023		
9.10.4	Return Date: 12:00:00 noon local time and May 26, 2011.		
9.10.5	Signature:		
9.10.6	Firm Name:		
10.0	SIGNATURE PAGE		
10.1	This section must be completed, signed, and included with your submission for your bid to be accepted.		
10.2	I hereby acknowledge and agree that I have read and completed all of the preceding Contract Terms and Conditions and all Appendices. All required Appendices are included in our bid submission.		
10.3	I/We the undersigned are duly authorized to execute this Bid Submission on behalf of:		
10.4	NAME (Please print):		
10.5	TITLE:		
10.6	SIGNATURE:		
10.7	FIRM NAME:		
10.8	State the legal entity that your organization operates under:		
10.8.1	Proprietorship		
10.8.2	Partnership		
10.8.3	Corporation		
10.9	If your organization is incorporated, bidders must state the jurisdiction in which the corporation was originally incorporated in:		
10.9.1	Name of each individual Partner or Correct Legal Name of Corporation:		
10.9.2	E-MAIL ADDRESS:		
10.9.3	ADDRESS:		
10.9.4	INTERNET ADDRESS:		
10.9.5	TELEPHONE NO.:		
10.9.6	FAX NO.:		
10.10	If subcontracting, bidders must provide the correct legal name for any sub contractor, their full personal name and address, telephone number, fax number, as well as the name(s) of appropriate contact persons (with whom the TVDSB may consult regarding this bid with whom the bidder enters into a contract(s) with to carry out any portion of this contract:		
10.10.1	Firm Name:		
10.10.2	Firm Address:		
10.10.3	Telephone Number:		
10.10.4	Fax Number:		
10.10.5	E-MAIL ADDRESS:		

FIRM NAME : _____

SIGNATURE : _____

ITEM NO.	DESCRIPTION	QUANTITY	UNIT OF MEASURE	STATE MAKE AND MODEL NO.	STATE LENGTH OF WARRANTY	UNIT PRICE
WORKSHEET B - ADDITIONAL PRODUCT REQUIRMENTS						
B1	BINOCULAR - BUSHNELL 10X50 LEGACY WP - Henry's or equivalent	11	each			
B2	BINOCULAR -BUSHNELL 8X42 LEGACY W - Henry's or equivalent	5	each			
B3	CABLE - CANON 'S' VIDEO CABLE (S-150) - MISC VIDEO ACCS - Henry's or equivalent	1	each			
B4	CAMCORDER - CANON FS31 16GB DUAL SDHC FLASH - Henry's or equivalent	10	each			
B5	CAMCORDER, CAMERA - SANYO VPCCG10 BLACK HD - Henry's or equivalent	1	each			
B6	CAMERA, DIGITAL - FUJI FINEPIX XP10 BLU 12MP 5X 2.7" - Henry's or equivalent	3	each			
B7	CAMERA, DIGITAL - NIKON COOLPIX L22 BLK 12.1MP 3.6X 3" AA - Henry's or equivalent	1	each			
B8	CAMERA, VIDEO, DIGITAL KODAK PLAYTOUCH BLACK - Henry's or equivalent	1	each			
B9	CARD, MEMORY - HENRY'S 2GB SECURE DIGITAL W/RECOVERY - Henry's or equivalent	4	each			
B10	CARD, MEMORY - LEXAR 8GB MICRO SD - Henry's or equivalent	1	each			
B11	CARD, MEMORY - SANDISK 2GB SECURE DIGITAL CARD - Henry's or equivalent	15	each			
B12	CARD, MEMORY - SANDISK 2GB ULTRA II SD CARD - Henry's or equivalent	72	each			
B13	CARD, MEMORY - SONY 2GB SDHC SF2N1 - Henry's or equivalent	1	each			
B14	CARD, MEMORY - SONY 4GB SDHC SF4N4 - Henry's or equivalent	1	each			
B15	CARD, MEMORY - SONY 8GB SDHC SD8N4 - Henry's or equivalent	1	each			
B16	CD-R - FUJI CD-R M 50 PACK SPINDLE - Henry's or equivalent	12	each			
B17	DVD+R - MEMOREX DVD+R 16X 50PK SPINDLE - Henry's or equivalent	5	each			
B18	FILM - ILFORD HP5 PLUS 30.5M\ 400 ISO 656031 - Henry's or equivalent	18	each			

FIRM NAME: _____

SIGNATURE: _____

ITEM NO.	DESCRIPTION	QUANTITY	UNIT OF MEASURE	STATE MAKE AND MODEL NO.	STATE LENGTH OF WARRANTY	UNIT PRICE
B19	PAPER, PHOTO - KENTMERE RC VC 8X10/100 FINE LUSTER - Henry's or equivalent	58	each			
B20	POUCH, CAMERA - ROOTS RSW2 BLACK EXECUTIVE - Henry's or equivalent	16	each			
B21	READER, CARD - DELKIN POCKET SD CARD READER - Henry's or equivalent	2	each			
B22	READER, CARD - SANDISK MULTI CARD READER USB 2.0 - Henry's or equivalent	2	each			
B23	TAPE, DIGITAL - FUJI DVM60 60 MINUTE MINI DV TAPE - Henry's or equivalent	29	each			
B24	TAPE, DIGITAL - PANASONIC DVM60EJ 60MIN MINIDV TAPE - Henry's or equivalent	61	each			
B25	PROJECTOR, DATA, VIDEO - CASIO XJ-A140 - Henry's or equivalent	1	each			

FIRM NAME: _____

SIGNATURE: _____



Thames Valley District School Board

5/3/2011

Tender Details - Tender # 23

Worksheet C - A /V Equipment

Item	Product #	Description	Quantity	Unit of Measure
1	Overview	AV CART		
		<ul style="list-style-type: none"> - shelves molded from tough, high density, polyethylene plastic with a black finish - legs are designed from Black PVC pipe - 4 ea 4" pivoting wheels-2 c/w locks - 20', three-wire grounded power cord with a built in cord winder, 110v, 10 amps - Front surface double outlet electrical panel - built in handle is large enough to use as a cord winder - c/w 1/16" rubber mat w/grommet holes - c/w heavy duty safety strap 		
	110087	AV CART - 3 Shelf - 24" wide x 18" deep x 42" high - 14 1/2" from top to middle - 17 1/2" from middle to bottom Bretford 42-E4 only STATE LENGTH OF WARRANTY: _____	26	EACH
2	110088	AV CART - 3 Shelf - 24" wide x 18" deep x 34" high - 13" from top to middle - 11" from middle to bottom Bretford 34-E4 only STATE LENGTH OF WARRANTY: _____	38	EACH
3	110089	AV CART - 2 Shelf - 24" wide x 18" deep x 26" high - 17" between top and bottom shelf Bretford 26-E4-C only STATE LENGTH OF WARRANTY: _____	2	EACH
4	110585	CABLE SPEAKER - 50'-0" long Neutrik Speakon (L50-2-14-N4) or equivalent STATE LENGTH OF WARRANTY: _____	2	EACH
5	110586	CABLE SPEAKER - 100'-0" long Neutrik Speakon (L100-2-14-N4) or equivalent STATE LENGTH OF WARRANTY: _____	1	EACH
6	110401	CART - FOR NOTEBOOK/LAPTOP COMPUTER - two shelves w/eight compartments per shelf for up to 16 laptops, 15 outlet capacity	15	EACH

Item	Product #	Description	Quantity	Unit of Measure
		<ul style="list-style-type: none"> - each compartment measure 4 3/16"W x 13.5" H - shelf dividers can be removed for larger items - shipped assembled & factory welded - built-in UL-C Listed electrical outlets to charge notebooks while being stored - outlets can be mounted front or back - c/w security system with re-settable combination padlock - perforated doors, back & side panels permit proper ventilation when recharging - on 5" heavy-duty casters (2 with lock) - dimensions: 35 1/2" x 21 1/2" x 38" <p>Bretford LAPTG15ESA-GM or equivalent</p> <p>STATE LENGTH OF WARRANTY: _____</p>		
7	110531	<p>CART - LOCKING FOR A/V</p> <ul style="list-style-type: none"> - top and middle shelves 24"W x 18"D - cabinet dimensions 15 1/2"H x 23 1/2"W x 17 1/2"D - includes a lower locking compartment for secure storage, - minimum 2-outlet surge protector with 20'cord, cord winder and shut-off switch - 4" casters (locking) - adjustable height capability,from 26-42"H <p>BRETFORD CA2642-E or equivalent</p> <p>STATE LENGTH OF WARRANTY: _____</p>	6	EACH
8	110591	<p>CART - STAND FOR LAPTOP</p> <ul style="list-style-type: none"> - Top shelf supports a projector or monitor to 20", three open shelves - 14"D x 20"W pull out notebook shelf - c/w 2 outlet electrical unit - 24" x 18" x 26"- 42" <p>Bretford A2642NS-E4 or equivalent</p> <p>STATE LENGTH OF WARRANTY: _____</p>	176	EACH
9	110459	<p>CD/CASSETTE BOOM BOX PLAYER/RECORDER</p> <ul style="list-style-type: none"> - dual cassette player/recorder - CD player, AM-FM radio - 3.5 mm, 1/4" headphone jacks - 6 watts RMS - FM: 88-108 MHz, AM: 530-1610 kHz radio frequency range - 3.5 mm mini jack mic. in - built-in 1.5 mV mic. - 3.5 mm mic,2.5 mm remote tape on/off jack - two 3.5" round speakers - full auto stop, record, play, cue, review eject, pause, bass & treble control, 	3	EACH

Item	Product #	Description	Quantity	Unit of Measure
		volume on/off switch, 2 x 3 digit tape counters - CD skip, search, random play, 20 programmable tracks with LCD display - permanently attached 5', 2 wire cord - rugged ABS plastic exterior case - must be CSA or c-UL approved Califone # 2395AV-02 or equivalent STATE LENGTH OF WARRANTY: _____		
10	110344	COMPACT DISC PLAYER - 5 CD Capacity - CD-R/CD-RW Playback capability - disc exchange - direct disc access selection - optical digital output - disc check - 20-track music calendar - time fade - 32-step program play - peak search - digital servo - 3-mode repeat play for 1 track, 1 disc or all discs - c/w headphone jack & remote control Sony CDPCE375 or equivalent STATE LENGTH OF WARRANTY: _____	6	EACH
11	110596	DOCUMENT CAMERA - 30 Frames per Second - XGA, SXGA, WXGA Resolution - 1.3 MP CMOS Sensor - 5.2 Optical Zoom , 8 x Digital Zoom - Remote Control, Microscope Adapter, Video Recording ELMO TT-02RX only STATE LENGTH OF WARRANTY: _____	1	EACH
12	110156	DOCUMENT CAMERA-PORTABLE - Resolutions: 2000*1600 - Color depth: 24 bit - Image format JPEG,TIF,PDF - Video format: AVI - I/O Connection: USB 2.0 - no external power source required HoverCam Model X300 or equivalent STATE LENGTH OF WARRANTY: _____	1	EACH
13	110595	DOCUMENT CAMERA-PORTABLE - 2 Megapixel USB web camera - multi-jointed stand, handheld grip, and universal monitor clip - Continuous or single-click autofocus - One-touch snapshot mode - Plug and Play for PC and MAC	1	EACH

Item	Product #	Description	Quantity	Unit of Measure
		IPEVO Point 2 View document camera only STATE LENGTH OF WARRANTY: _____		
14	Overview	EXTENSION CABLES -3 prong twist lock Hubell connectors (1 male & 1 female) -MUST BE CSA, cUL OR ONTARIO HYDRO APPROVED		
	142312	Extension Cable - 3 prong Hubbell -25 foot	1	EACH
15	142313	Extension Cable -3 prong Hubbell-10 foot STATE LENGTH OF WARRANTY: _____	1	EACH
16	110021	LAMINATOR - forced air cooling allows laminating of 1.5, 3, and 5 mil films - fixed position lamination rollers - attached safety shield - separate safety cutter - speed is 5' per minute - 110V, 1500 watts, 15 amps - max. laminating thickness is 1/8" - max. film roll diameter is 6" - film core size is 1" - laminates up to 25" - Preset pressure & speed setting - enclosed laminating and pull rollers - c/w reverse switch - adjustable heat control - supply roll tension knobs - 32" Long x 16" deep x 11" high - MUST BE CSA OR cUL APPROVED Ledco Educator 25 or equivalent STATE LENGTH OF 1.5 Mil LAMINATING ROLL TO BE USED IN YOUR UNIT: _____ IS A FOOTAGE COUNTER AVAILABLE? _____ IF YES, STATE COST: \$ _____ STATE LENGTH OF WARRANTY: _____	3	EACH
17	110464	LAMINATOR - maximum 12" roll - 110 volt power - variable temperature control - preset speed control - adjustable side-guide on feed tray - includes 2 starter rolls of film - MUST BE CSA OR cUL APPROVED - c/w SERVICE MANUAL, PARTS LIST, SCHEMATICS AND OPERATING MANUAL GBC 1701680 or equivalent STATE LENGTH OF 1.5 Mil LAMINATING ROLL TO BE USED IN YOUR UNIT: _____ IS A FOOTAGE COUNTER AVAILABLE? _____ IF YES, STATE COST: \$ _____ STATE LENGTH OF WARRANTY: _____	1	EACH

Item	Product #	Description	Quantity	Unit of Measure
18	Overview 110574	LEARNING CENTRE COMPONENTS CASSETTE PLAYER/RECORDER - 500mW amplifier for class size up to 20 - for independent study or group use when a jackbox is connected - permanently attached 6' two-wire cord - built-in mic - rugged ABS plastic exterior - optional remote mic - headphone jack Califone 1300AV or equivalent	1	EACH
STATE LENGTH OF WARRANTY: _____				
19	110572	JACK BOX - MINI STEREO - 4-WAY - four listening positions - 3.5mm input and jacks with individual volume controls and detachable 6" cord - silver plated contact points - rugged ABS plastic housing - connects with media players - Dimensions 1.5"H X 3.25"L X 3.25"D - Weight 6 ounces Califone 1114AVPS or equivalent	1	CENTRE
STATE LENGTH OF WARRANTY: _____				
20	110571	JACK BOX - MONAURAL - 8-WAY - eight listening positions - permanently attached 5' with 1/4" mini plug - silver plated contact points - rugged ABS plastic housing - Dimensions 2 H X 4.25 L X 4.25 D - Weight 12 ounces Califone 1218AV-PY or equivalent	1	CENTRE
STATE LENGTH OF WARRANTY: _____				
21	110374	LEARNING CENTRE - DELUXE RECORDER - Takes standard type cassette - 10 watts RMS into 4 ohms - record, play, cue, review, eject, pause, switchable ALC, PA, volume, tone, 2 x 3 digit ICIA standard tape counter - microphone in & out jack and speaker & headphone jack - tape counter, cord storage - builtin electret microphone - 3 prong attached 5' cord & cord storage - six 1/4" headphone, one 1/4" headphone/speaker, AUX line, 1/4" phone output jacks - 1/4" AUX in, 3.5 mm mic., 2.5 mm remote input jacks	1	EACH

Item	Product #	Description	Quantity	Unit of Measure
		Califone 5272PLC or equivalent		
		STATE LENGTH OF WARRANTY: _____		
22	110441	<p>LISTENING CENTRE</p> <ul style="list-style-type: none"> - eight learning positions - permanently attached 5' cord with dual 1/4" and mini plug - silver plated contact points - rugged ABS plastic housing - c/w 8 Headphones - c/w Heavy Duty Carrying Case - c/w jackbox with volume controls <p>Califone 1218AVP-01 or equivalent</p> <p>STATE LENGTH OF WARRANTY: _____</p>	51	CENTRE
23	110569	<p>LISTENING CENTRE - CD/ Cassette Player</p> <ul style="list-style-type: none"> - A station for up to 6 sets of Headphones - Stereo CD/ cassette player / recorder - AM/FM radio with four speakers - Headphone jack for individual and group - Permanently attached 5' cord - Foam-lined carry / storage case - Ten-position stereo jackbox with individual volume controls <p>c/w six Switchable Stereo/Mono Headphones</p> <ul style="list-style-type: none"> - Mono-to-stereo for multiple applications - Individual volume controls for personalized preferences - 6' coiled cord with 3.5mm plug, snap-on 1/4 adapter - Noise-reducing earcups lower ambient noise, volume does not need to be played at high levels <p>Califone 1776PLC-6 or equivalent</p> <p>STATE LENGTH OF WARRANTY: _____</p>	36	EACH
24	142311	<p>LIGHT KIT - PORTABLE</p> <p>consists of:</p> <ul style="list-style-type: none"> 3 redheads (without accessory holders) 3 four-way barndoors 3 safety screens 3 light Pro stands 1 carrying case <p>Ianro Redhead Kit #3 or equivalent</p> <p>State Length of Warranty; _____</p> <p>Does this include all parts, labour, & travel expenses: Yes () No ()</p> <p>If no, please specify: _____</p>	1	EACH
25	Overview 110453	<p>LIGHTING - AUDITORIUM & DRAMA ROOMS</p> <p>BARN DOORS FOR 6" FRESNEL LIGHTING</p> <p>FE LIGHTING</p>	1	KIT

Item	Product #	Description	Quantity	Unit of Measure
STATE LENGTH OF WARRANTY: _____				
26	110412	Ceiling Grid - 33' x 24' - 1 1/2" sch 40 pipe grid AL flush mount - c/w COMPLETE installation Strand or equivalent	1	EACH
STATE LENGTH OF WARRANTY: _____				
27	110413	Ceiling Grid - 4 Metre x 11.4 Metre - c/w COMPLETE installation Strand or equivalent	1	EACH
STATE LENGTH OF WARRANTY: _____				
28	110414	Ceiling Grid - Rectangular Parameter - for 60' x 60' area - c/w COMPLETE installation Strand or equivalent	1	EACH
STATE LENGTH OF WARRANTY: _____				
29	142306	CONTROL CONSOLE - TO BE USED WITH DIMMER - 12/24 Channel Strand 64314 200 Series Console or equivalent STATE LENGTH OF WARRANTY: _____	1	EACH
30	142315	GEL FRAMES FOR 6" FRESNEL LIGHTING Strand/18105 or equivalent STATE LENGTH OF WARRANTY: _____	1	KIT
31	110507	GRID LIGHTING PACKAGE - 4 each lightweight Par 38 black cans with medium screw base, gel holder, socket and cord w/plug - 1 each light stand that is lightweight, has 4 mounting screws included, and a load capacity of 45 lbs. - 1 each 4-channel chaser that is sound- activated, fully automated, 2400 watts total, and has 16 patterns - 4 each coloured gels - foot switch - 4 each 150 watt bulbs Chauvet Par 38 Package or equivalent STATE MAKE & MODEL OF BULB: _____ STATE COST OF REPLACEMENT BULB: \$ _____ STATE LENGTH OF WARRANTY: _____	1	EACH
32	110363	LIGHT - DIMMER PACK - CONTROL - 6 CHANNEL - c/w control pannel to work with dimmer pack, 6 dimming channels rated @ 2400 W 120 volt integral circuit breaker per each channel - c/w cables and inline adaptor	1	EACH

Item	Product #	Description	Quantity	Unit of Measure
		Leviton DS8-24E or equivalent		
		STATE LENGTH OF WARRANTY: _____		
33	110282	LIGHT - DIMMING SYSTEM - COMPLETE SYSTEM - 6 (six) channels - 2 (two) scene controllers - master fader for each scene - momentary switches on each channel - dead blackout switch - 6 (six) channel chaser with 3 (three) modules, speed and level controls - compact - lightweight - 5 (five) amps per channel Leviton (2)D4-DMX + (1) MC-7008DMX or equivalent	1	EACH
		STATE LENGTH OF WARRANTY: _____		
34	110324	LIGHT - ELLIPSOIDAL - 6" x 9" - 575 watt, 2000 hr. lamp - Fixed focus lamp - plano convex lense - 4 shutters - Pattern Holder - "B" Size - Gel Frame - 20 amp Twist Lock grounded - Mounting "C" clamp - c/w Safety chain Altman Shakespeare 30, Strand 11331 or equivalent	3	EACH
		STATE MAKE & MODEL OF BULB: _____ STATE COST OF REPLACEMENT BULB: _____ STATE LENGTH OF WARRANTY: _____		
35	110513	LIGHT - REDHEAD PORTABLE laniro 850-018 or equivalent	1	EACH
		STATE MAKE AND MODEL OF BULB: _____ STATE COST OF REPLACEMENT BULB:\$ _____ STATE LENGTH OF WARRANTY: _____		
36	110285	LIGHT BOARD - 48 Channel Console - Split cross fader with tracking LED - 192 memories (4 pages of 48) display - Fade rate control, 1 second to 4 minutes - Blackout switch manual override - Grandmaster - c/w 25' control cables, 25' power cables & power supply STRAND MANTRIX #64324 ONLY	1	EACH
		STATE LENGTH OF WARRANTY: _____		

Item	Product #	Description	Quantity	Unit of Measure
37	110579	<p>LIGHT- SPOT - FRESNEL - 6"</p> <ul style="list-style-type: none"> - Recommended throw 10'-60' - c/w 500 watt BTL Lamp <p>fresnel lens, safety chain, mounting C" clamp</p> <ul style="list-style-type: none"> - c/w Cord and 20 amp, TLG plug - c/w Gel frame & Barn doors <p>Strand 12081 Fresnelite 6" or equivalent</p> <p>STATE MAKE AND MODEL OF BULB: _____ STATE COST OF REPLACEMENT BULB: _____ STATE LENGTH OF WARRANTY: _____</p>	3	EACH
38	110035	<p>LIGHTING - FOLLOW SPOTLIGHT</p> <ul style="list-style-type: none"> - 1000 watt FEL-Quartz Lamp - Built in framing shutter with - nichrome lens - Ventilation louvres - 2 built-in blowers - Quartz follow spot - c/w Booster and fan - c/w Iris control, dual lens system, - horizontal masking device, colour boom - with six colours and one blackout dowsler - c/w Telescoping caster stand - c/w 25' extension cord with On/Off switch and 20 amp, u-ground plug - Dual lens system - c/w Heavy duty 3-leg base with locking rubber casters - c/w Safety chain - c/w Mounting "C" clamp - c/w SERVICE MANUAL, PARTS LIST, SCHEMATICS AND OPERATING MANUAL <p>Altman Comet or equivalent</p> <p>STATE MAKE & MODEL OF BULB: _____ STATE COST OF REPLACEMENT BULB: _____ STATE LENGTH OF WARRANTY: _____</p>	1	EACH
39	Overview	MEDIA KITS		
	110007	<p>CARRYING CASE</p> <ul style="list-style-type: none"> - soft interior includes a padded velcro partition - Roomy mesh pocket in lid also great for cords, manuals and supplies - Key lock provides additional security - Includes a nylon shoulder strap - Rubber feet prevent skidding and scuffing - Internal dimensions: 6.75"H x 9.25"W x 5.625"D - Weight: 2.6lbs <p>VAULTZ VZ01022 or equivalent</p>	41	EACH

Item	Product #	Description	Quantity	Unit of Measure
STATE LENGTH OF WARRANTY _____				
40	110009	HEADSET WITH MICROPHONE - folds up - high-quality acoustics - easy plug in Microsoft Lifechat LX-2000 or equivalent STATE LENGTH OF WARRANTY _____	61	EACH
41	110008	MP3 PLAYER WITH VOICE RECORDER - 2 GB - record notes with a built in mic - clip-on - up to 40 preset channels - has a screen to sort through music - has FM stations and audio books SandDisk Sansa Clip 2GB or equivalent STATE LENGTH OF WARRANTY _____	62	EACH
42	110011	MULTI-CARD READER - Hi-Speed USB 2.0 - Hi-Speed data transfer rate up to 480MB/s - Supports the direct input of memory cards - CF, SD, SDHC, miniSD, miniSDHC, microSD MMC, MMC Plus, RS-MMC, MMCmobile, MS, MS Pro, MS Duo, MS Pro Duo, MSr xD - USB powered (no external power or battery needed) - LED indicates card insertion and data transfer - Compatible with 16GB SDHC Cards Transcend TS-RDM3W or equivalent STATE LENGTH OF WARRANTY _____	58	EACH
43	110010	POCKET CAMERA - 8 Mega Pixel - 2.0 TFT LCD Display - Slim Design - Webcam, Video Clips, Voice Recorder - SD Card Reader - Internal 16MB Flash Memory - Built-in SD Slot exp to 2GB, 8X digital Zoom - TV Out function NTSC, PAL, 10 Second Timer - USB 2.0 Interface - Built in Flash - Built-in Microphone, Auto Power Off - Date and time stamp - AA batteries Nikon Coolpix 8MP Digital Camera or equivalent STATE LENGTH OF WARRANTY _____	20	EACH
44	Overview	MICROPHONES & ACCESSORIES		
	110030	MICROPHONE - CLIP - ADAPTER	2	EACH

Item	Product #	Description	Quantity	Unit of Measure
		- for stand to microphone Shure #A25D or equivalent STATE LENGTH OF WARRANTY: _____		
45	110548	MICROPHONE - DYNAMIC & 25' CABLE - designed specifically for critical vocal reproduction in music recording and live performance - rigid structure allows easy movement of capsule for higher sensitivity and reduced mechanical noise - urethane coating for extremely low handling noise - uni-directional polar pattern SONY F780 & CABLE or equivalent STATE LENGTH OF WARRANTY: _____	7	EACH
46	110528	MICROPHONE - DYNAMIC & 25' XLR CABLE - Multipurpose dynamic microphone with high sonic quality. Suitable for voice and - suitable for voice and instrument pick up - high sensitivity - UniDirectional Handheld Microphone - XLR to 3.5 mini adapter to be included Sony F720 & CABLE or equivalent STATE LENGTH OF WARRANTY: _____	3	EACH
47	110561	MICROPHONE - Lapel System - c/w windscreen and clip - for ADG wireless systems - Connects to AKG WMS40PT wireless bodypack AKG Cardoid Lavalier CK55L or Shure equivalent STATE TYPE OF BATTERY REQUIRED: _____ STATE LENGTH OF WARRANTY: _____	1	EACH
48	110475	MICROPHONE - LINE & GRADIENT CONDENSER - designed for critical long-distance pickup in broadcasting, film/TV production and theater sound reinforcement applications - direct-coupled, balanced output ensures a clean signal even in high-output conditions - switchable low-frequency roll-off - rugged housing made of lightweight structural-grade aluminum alloy - 9.13" long, .83" body diameter - c/w stand clamp for 5/8"-27 threaded stand, windscreen, protective carrying case - MUST include appropriate hot shoe adapter	1	EACH

Item	Product #	Description	Quantity	Unit of Measure
		AUDIO-TECHNICA AT4073A w/hot shoe adapter or equivalent		
		STATE LENGTH OF WARRANTY: _____		
49	110575	MICROPHONE - Remote - 2.5mm and 3.5mm plugs - on/off switch for remote operation - includes mic stand - 6' cable - rugged ABS for plastic for durability Califone 4805 or equivalent	1	EACH
		STATE TYPE OF REPLACEMENT BATTERY REQUIRED: _____		
		STATE LENGTH OF WARRANTY: _____		
50	110354	MICROPHONE - Vocal - Dynamic - High Output - 60 - 15,000 Hz frequency response - cardio id polar pattern - 300 ohms impedance - built-in on/off switch - three-pin professional audio connector (male XLR type) - die cast metal handle, black matte finish hardened silver coloured, spherical steel mesh grille - c/w swivel adapter, on/off switch, storage bag & cable (minimum 15' long) Shure Model PG58-XLR or equivalent	14	EACH
		STATE LENGTH OF WARRANTY: _____		
51	110524	MICROPHONE - Vocal - Dynamic - High Output - 50 - 15,000 Hz frequency response - cardioid (unidirectional) - 150 ohms impedance (300 ohms actual) - positive pressure on diaphragm produces positive voltage on pin 2 with respect pin 3 - 3-pin professional audio connector (male XLR type) - 298 grams (10.5 oz) Shure Model SM58-LC or equivalent	2	EACH
		STATE LENGTH OF WARRANTY: _____		
52	110276	MICROPHONE - Wireless - Hand Held Style - c/w battery, transmitter, receiver and hand held microphone - Single Antenna AKG VOCAL-SET-PRO SR40 w/ D880WL1 or Shure equivalent	10	EACH
		STATE TYPE OF REPLACEMENT BATTERY REQUIRED: _____		

Item	Product #	Description	Quantity	Unit of Measure
STATE LENGTH OF WARRANTY: _____				
53	110016	MICROPHONE CABLE - 25 feet long - c/w XLR connecting ends Digiflex HXX-25 or equivalent STATE LENGTH OF WARRANTY _____	12	EACH
54	110017	MICROPHONE CABLE - 50 feet long - c/w XLR connecting ends Digiflex HXX-50 or equivalent	14	EACH
55	110027	MICROPHONE CABLE - 15' long - c/w XLR connecting ends Digiflex HXX-15 or equivalent STATE LENGTH OF WARRANTY _____	1	EACH
56	110158	MICROPHONE STAND - SOLID BASE - adjustable height - floor stand - c/w boom & clip K & M 260 W/ K & M 21140 or equivalent STATE LENGTH OF WARRANTY: _____	19	EACH
57	110187	MICROPHONE-SYSTEM-Wireless - multi channel - transmitter operates for 30 hours off a single AA battery - FM modulation method - 40 Hz to 20 kHz audio bandwidth wireless transmitter, & non-diversity receiver - electric condenser - c/w lapel clip, battery, AKG WMS40PT W/ CK55L or Shure equivalent STATE TYPE OF REPLACEMENT BATTERY REQUIRED: _____ STATE LENGTH OF WARRANTY: _____	8	EACH
58	Overview 110460	PLAYER COMBINATION DECK - DVD/VCR - SD/JPEG viewer - DVD-RAM playback - progressive scan output - DVD-Audio/Video Playback - built-in dts & Dolby Digital 5.1-ch surround decoders - composite, component, S-Video and digital audio outputs - home theatre ready - 4-head Hi-Fi Stereo VCR - Front A/V input - multi-brand remote control - counter tracking option on remote - c/w parts list, service manual, schematics & operating manual	50	EACH

Item	Product #	Description	Quantity	Unit of Measure
		Toshiba SDV398 or equivalent		
		STATE LENGTH OF WARRANTY: _____		
59	110499	PLAYER & RECORDER - DVD WITH VHS VCR - 8 hour extended recording time - direct navigator - one-touch 2 way transfer - DVD auto recording - automatic playlist creation - JPEG still picture storage/playback - playlist playback - DVD with thumbnail creation - DVD-audio playback (2ch) - progressive scan - one-touch record and play - recording mode conversion - high-quality linear PCM audio - CPRM recording capability Panasonic DMR-EZ48 or equivalent	3	EACH
		STATE LENGTH OF WARRANTY: _____		
60	110002	PLAYER - DIGITAL - DVD - Playable Disk Types DVD-/R, CD-RW, DVD-/RW, CD-R, VCD, SVCD, WMA & MP3 Playback - NTSC Television Signal System - c/w remote control - ENERGY STAR Compliant Toshiba SD4300 or equivalent STATE LENGTH OF WARRANTY: _____	27	EACH
61	Overview	PROJECTOR - OVERHEAD		
	110058	PROJECTOR - OVERHEAD - standard classroom model mirror - MUST BE CSA OR c-UL APPROVED - 2000 ANSI Lumens Califone OHP2000 or equivalent STATE REPLACEMENT BULB REQUIRED: _____ STATE LENGTH OF WARRANTY: _____	24	EACH
62	110129	PROJECTOR - OVERHEAD - portable - 2000 lumens - 11.25" x 11.25" aperature - built-in force air cooling system - 3 metre permanently affixed power cord - built-in carry handle - 120 Volt AC 3M-1608 or equivalent STATE REPLACEMENT BULB REQUIRED: _____ STATE WEIGHT OF UNIT: _____ STATE LENGTH OF WARRANTY: _____	2	EACH

Item	Product #	Description	Quantity	Unit of Measure
63	Overview	PUBLIC ADDRESS SYSTEM - COMPONENTS		
	110259	ILLUSTRATIVE LITERATURE MUST BE SUPPLIED ADMINISTRATIVE CONTROL CENTRE Dukane #ACC5 or equivalent	1	EACH
		STATE LENGTH OF WARRANTY: _____		
64	110582	RADIO - AM/FM - EMERGENCY RESPONSE KIT - Pocket Radio - AM/FM digital tuner - LCD Display - Requires 2 AAA Batteries Nexxtech #1208799 or equivalent	1	EACH
		STATE LENGTH OF WARRANTY: _____		
65	Overview	SCREENS - PROJECTION		
	110066	- fibreglass fabric, matte white surface - tripod & screen attached, portable SCREEN - PORTABLE - TRIPOD - 70" X 70" - Bell lock legs - Built-in keystone eliminator disappears when not in use - Fabrik-lok steel roller - Friction free case design - Suspension saddle holds viewing surface flat - Heavy gauge extruded aluminum legs - Fibreglass matte white Draper Consul or equivalent	2	EACH
		STATE LENGTH OF WARRANTY: _____		
66	110102	BRACKETS - PLASTIC - 14" - for use with wall and ceiling mount screens 8 X 8 or smaller - c/w adapter kit DRAPER 227223 or equivalent	23	PAIR
		STATE LENGTH OF WARRANTY: _____		
67	110067	SCREEN - PROJECTION - 120" x 120" - wall or ceiling mount included Draper 206010 or equivalent	1	EACH
		STATE LENGTH OF WARRANTY: _____		
68	110587	SCREEN - PROJECTION - 60" X 60" & BRACKET - wall/ceiling mount - c/w screen and bracket Draper "V" Screen 210004 & Draper 14" bracket 227223 or equivalent	16	EACH
		STATE LENGTH OF WARRANTY: _____		
69	110032	SCREEN - PROJECTION - 70" X 70" - wall/ceiling mount Draper "V" 210006 or equivalent	19	EACH

Item	Product #	Description	Quantity	Unit of Measure
STATE LENGTH OF WARRANTY: _____				
70	110175	SCREEN - PROJECTION - 8' x 10' - wall/ceiling mount Draper Luma2 206009 or equivalent STATE LENGTH OF WARRANTY: _____	1	EACH
71	110315	SCREEN - PROJECTION - 96" x 96" - wall/ceiling mount Draper "V" 210008 or equivalent STATE LENGTH OF WARRANTY: _____	11	EACH
72	110313	SCREEN - PROJECTION - TRIPOD - 60" X 60" - Bell lock legs - Built-in keystone eliminator disappears when not in use - Fabrik-lok steel roller - Friction free case design - Suspension saddle holds viewing surface flat - Heavy gauge extruded aluminum legs - Fibreglass matte white Draper Consul or equivalent STATE LENGTH OF WARRANTY: _____	3	EACH
73	110227	SCREEN-AUDITORIUM-ELECTRIC-12 FEET X 12 FEET - matte surface - on/off switch - c/w mounting brackets Draper Targa 116012 or equivalent STATE LENGTH OF WARRANTY: _____	1	EACH
74	142309	SOFT LIGHT -compact lightweight housing -sturdy cast and hardened aircraft aluminum construction -soft indirect beam -uniformly illuminates an area 20.7'x19.3' at a distance of 10' with a center intensity of 35 footcandles -c/w FCM 1000 watt lamp -c/w 25 foot extension power cable, standard -MUST BE CSA OR cUL APPROVED ALTMAN SOFT-LIGHT JR or equivalent State Length of Warranty: _____ Does this include all parts, labour, & travel expenses: Yes () No () If no, please specify: _____	1	EACH
75	Overview 110545	STEREO COMPONENTS AMPLIFIER - AUDIO - VIDEO - DISTRIBUTION	1	EACH

Item	Product #	Description	Quantity	Unit of Measure
		<ul style="list-style-type: none"> - must provide dedicated feed to multi-media system - c/w PARTS LIST, SERVICE MANUAL, SCHEMATICS & OPERATING MANUAL SONY STRDG510 or equivalent <p>STATE LENGTH OF WARRANTY: _____</p> <p>DOES THIS INCLUDE ALL PARTS, ALL LABOUR & ALL TRAVEL EXPENSES: YES: [] NO: []</p> <p>IF NO, PLEASE SPECIFY: _____</p>		
76	110157	<p>AMPLIFIER - PORTABLE - 3 CHANNEL</p> <ul style="list-style-type: none"> - suitable for vocals & acoustic instruments - built-in tweeter - balanced line out - 90 watts power - c/w headphone jack - 8 ohms impedance - built-in limiter <p>ILLUSTRATIVE LITERATURE MUST BE SUPPLIED</p> <p>Behringer K900FX or equivalent</p> <p>STATE LENGTH OF WARRANTY: _____</p>	1	EACH
77	110001	<p>AMPLIFIER -2000 Watts</p> <ul style="list-style-type: none"> - 2 x 1000 watts into 2 Ohms, 2000 watts into 4 Ohms bridged operation - 2-channel, parallel or bridged mono operating modes for flexible application - balanced XLR and 1/4" TRS inputs - c/w all necessary connectors, cables <p>Behringer EP2000 Power Amplifier or equivalent</p> <p>STATE LENGTH OF WARRANTY: _____</p>	1	EACH
78	110046	<p>MIXER & AMPLIFIER</p> <ul style="list-style-type: none"> - 2 X 800 watt (1600 watts bridged mode) - 16-channel comprised of 8 mono and 4 stereo channels plus separate tape return - Studio-grade 24-bit stereo FX processor with 100 VIRTUALIZER presets including reverb, delay, chorus, & flanger - feedback detection system - 8IMP "invisible" mic preamps w/switchable +48 V phantom power for condenser mic. - voice canceller function removes singer's voice from recordings - adjustable stereo CD/tape input for connecting external signal sources <p>Behringer PMP4000 or equivalent</p> <p>STATE LENGTH OF WARRANTY: _____</p>	3	EACH
79	110191	<p>MIXER - AUDIO - 4 Channel</p>	1	EACH

Item	Product #	Description	Quantity	Unit of Measure
		<ul style="list-style-type: none"> - with 7-sound effects: laser, bombing, emergency siren, thunder, police siren, machine gun - volume control for sound effects - rackmount with handles - 1 XLR microphone input - 1 1/4" phone microphone input - DJ microphone talkover - 3 channel phono RCA inputs - 4 channel line level RCA inputs - dual assignable crossfader - 14-Band stereo equalizer c/w by pass - C/W PARTS LIST, SERVICE MANUAL, SCHEMATICS AND OPERATING MANUAL - ILLUSTRATIVE LITERATURE MUST BE SUPPLIED Numark C3FX or equivalent 		
STATE LENGTH OF WARRANTY: _____				
80	110349	<p>MIXER - Audio - 12 Channel - Micro</p> <ul style="list-style-type: none"> - 4 Mono Channels - 4 Stereo Channels - 4 IMP "invisible" mic preamps with:130 db dynamic range for 24-bit,192 kHz sampling rate inputs & ultra-wide 60 dB gain range, & 0.0005% distortion (20 Hz - 20kHz) - feedback detection system - voice canceller function on dedicated CD/tape return channel - 4 input channels featuring 2 additional mic inputs - 2 aux sends per channel: 1 pre fader & 1 post fader - 2 multi-functional stereo aux returns <p>BEHRINGER XENYX 1222 or equivalent</p>	1	EACH
STATE LENGTH OF WARRANTY: _____				
81	110350	<p>MIXER - CONSOLE - AUDIO - 24 CHANNEL</p> <ul style="list-style-type: none"> - ten IMP "invisible" mic preamps with: 130 db dynamic range for 24-bit, 192 kHz sampling rate inputs, ultra-wide 60 dB gain range,0.0007%(20 Hz-20kHz)distortion - integrated 24-bit digital stereo FX processor with 99 VIRTUALIZER presets incl. reverb, delay, chorus, compressor, tube, distortion, vinylizer, & 1 kHz test tone generator - 2 headphones outputs - 4 aux sends per channel: 2 pre/post fader switchable for monitoring/FX application, 2 post fader for internal FX or as external send - 4 multi-functional stereo aux returns with flexible routing - control room/phones outputs with multi- 	1	EACH

Item	Product #	Description	Quantity	Unit of Measure
		input source matrix - tape inputs assignable to main mix or control room/phones outputs Behringer XENYX 2442FX or equivalent STATE LENGTH OF WARRANTY: _____		
82	110525	SPEAKER - 250 watt power capacity, 1000 watt peak power capacity - 60 Hz - 16 kHz(-10 dB) frequency range - 70 Hz - 12 kHz frequency response - 12" 2-way stage monity - 99 dB SPL sensitivity (1w/1m) - 8 ohms nomnial impedance - 1.8 kHz crossover frequency - 90 deg x 50 deg nominal dispersion - 129 dB maximum SPL - 22.5 in x 15.5 in x 12.5 in, 43 pounds - high freq JBL 2412 1" exit compression driver - low freq driver JBL M112-8 JBL JRX112M or equivalent STATE LENGTH OF WARRANTY: _____	1	EACH
83	110069	SPEAKER - STANDARD AUDITORIUM - Ergonomically shaped handles for easy transport - Rugged steel grill for optimal speaker protection - 2 professional 1/4" jack connectors Behringer S1530 or equivalent STATE LENGTH OF WARRANTY: _____	2	EACH
84	110149	Speaker Stand Onstage SS7730 or Equivalent STATE LENGTH OF WARRANTY: _____	2	EACH
85	110071	STEREO SYSTEM - AM/FM/CD - 360 watts total: 180 watts/channel X 2 - CD-R/RW with MP3 Playback Capability - c/w remote control - Line In for Digital Music Player and PC - Digital AM/FM Tuner - 7 Preset EQ Settings - Subwoofer supplied: 180 watts - CD changer with play exchange - 2-Way Bass Reflex Speaker System Sony MHCEC909IP or equivalent STATE LENGTH OF WARRANTY: _____	4	EACH
86	110526	STUDIO BOOTH HEAD PHONES - full cup broadcast quality - padded	16	EACH

Item	Product #	Description	Quantity	Unit of Measure
		Behringer HPM 1000 or equivalent		
		STATE LENGTH OF WARRANTY: _____		
87	Overview	TELEVISION BRACKETS & ACCESSORIES		
		- ceiling or wall mount style		
		- for brick or concrete walls		
		- c/w all necessary mounting hardware		
		BRETFORD or equivalent		
	110496	TELEVISION BRACKET - FOR 10"-37" LCD TV	5	EACH
		- wall mount style		
		- tilt vertical		
		- must be able to hold a minimum of 110 lbs		
		- mounts to wood stud, concrete, cinder blk		
		Peerless ST635 or equivalent		
		STATE LENGTH OF WARRANTY: _____		
88	110417	TELEVISION BRACKET - FOR 29"-36" CRT	1	EACH
		- rotation 360 degrees		
		- adjustable tilt up to 30°		
		- ceiling mount style		
		- various drop lengths using optional extension columns		
		Peerless JMC2665 or equivalent		
		STATE LENGTH OF WARRANTY: _____		
89	110415	TELEVISION BRACKET - FOR 32"-35" TELEVISION	1	EACH
		- wall mount style		
		- c/w 35" wall yoke mount		
		- for brick or concrete walls		
		Bretford TVWDS35-BK or equivalent		
		STATE LENGTH OF WARRANTY: _____		
90	110590	TELEVISION BRACKET - FOR 36"-52" LCD TV	8	EACH
		- wall mount style		
		- holds up to 132 pounds		
		- Tilt capability: +15 inch/-15 inch		
		- mounts to wood stud, concrete, cinder blk		
		Mustang MV-TILT3 or Peerless ST660 or equivalent		
		STATE LENGTH OF WARRANTY: _____		
91	110432	TELEVISION BRACKET REVOLVING ADAPTER	1	EACH
		- for use with wall or ceiling mount television brackets		
		Bretford TVR-BK or equivalent		
		STATE LENGTH OF WARRANTY: _____		
92	110275	TELEVISION STAND/CART - LCD	1	EACH
		- for flat panel monitors up to 75lbs		
		- reinforced top shelf 36 1/2" x 23 3/4" with 2 grommets		

Item	Product #	Description	Quantity	Unit of Measure
		<ul style="list-style-type: none"> - 22" aluminum pole with cord management - TV mounting plate for hole patterns from 100mm to 700mm wide & 100mm to 400mm high - steel handle for safety & ease in transp. - Three shelves & 18 guage steel upright supports - 18 gauge shelves with 20 guage stiffeners - 5" industrial casters, 2 fixed, 2 swivel & lock - Black powder epoxy coating - c/w 6 outlet power bar with 20' cord BRETTFORD FPBBUL37-E5BK ONLY STATE LENGTH OF WARRANTY _____		
93	110277	TELEVISION STAND/CART - LCD <ul style="list-style-type: none"> - For flat panel monitors up to 85lbs - reinforced top shelf 36 1/2" x 23 3/4" with 2 grommets - 22' aluminum pole with cord management - TV mounting plate for hole patterns from 100mm to 700mm wide & 100mm to 400mm high - steel handle for safety & ease in transp. - Three shelves & 18 gauge steel upright supports - 18 gauge shelves with 20 gauge stiffeners - 5" industrial casters, 2 fixed, 2 swivel & lock - Black powder epoxy coating - 6 outlet power bar with 20' cord BRETTFORD FPBBUL42-E5BK ONLY STATE LENGTH OF WARRANTY _____	1	EACH
94	Overview	TELEVISION STAND/CART-WIDE BODY MODEL <ul style="list-style-type: none"> - two 18 gauge steel shelves and one 18 gauge shelf to be used as the bottom base of the cart - shelves are press formed with a 1/8" lip bordering the top surface of all 4 sides - cart legs fit flush to the shelves & interlock with welded mounting brackets for added strength - each corner has 13 gauge steel mounting brackets with 1/4" square head bolts and hex nuts that tighten to hold leg securely to shelf - top two shelves have a grommet hole at rear for cord management - table legs are 18 gauge 1" square tubular steel - legs are tapered - c/w completely enclosed electrical unit with 2 grounded outlets, 20 ft. 3-wire 		

Item	Product #	Description	Quantity	Unit of Measure
	110147	<p>cord that is attached to pre-drilled holes in top shelf</p> <ul style="list-style-type: none"> - c/w 4 casters that have ball bearing swivel capabilities and steel construction, 2 of which are fixed casters <p>TELEVISION STAND/CART</p> <ul style="list-style-type: none"> - Three Shelves - 18-guage steel upright supports - 18-guage shelves with 20-Guage stiffeners - 5" plate casters - 2 are locking - Black powder epoxy coating - Top shelf is Arc Welded and reinforced - c/w 2 outlet power bar with 20' cord - c/w safety belt - MUST BE CSA OR c-UL APPROVED - Use with up to 27" monitor <p>Bretford BB44-E4/SBRT ONLY</p> <p>STATE LENGTH OF WARRANTY: _____</p> <p>DOES THIS INCLUDE ALL PARTS, ALL LABOUR & ALL TRAVEL EXPENSES: YES: [] NO: []</p> <p>IF NO, PLEASE SPECIFY: _____</p>	5	EACH
95	110152	<p>TELEVISION STAND/CART</p> <ul style="list-style-type: none"> - suitable for up to a 27" television - Three shelves - 48" high - Black powder epoxy coating - 6 outlet power bar with 20' cord - c/w safety belt <p>Bretford # BB48-E4-C/SBRT ONLY</p> <p>STATE LENGTH OF WARRANTY: _____</p>	2	EACH
96	110153	<p>TELEVISION STAND/CART</p> <ul style="list-style-type: none"> - suitable for up to a 27" Television - top and middle shelves are 32"w x 22"d & are 10.5" apart - bottom shelf is 32"w x 27.5"d & is 23" below middle shelf - 44" high <p>Bretford # BB44-E4 ONLY</p> <p>STATE LENGTH OF WARRANTY: _____</p>	1	EACH
97	110307	<p>TELEVISION STAND/CART</p> <ul style="list-style-type: none"> - suitable for up to a 35" tv - top shelf is 41"h, 37"w, 24"d - Three shelves - Black powder epoxy coating - c/w 6 outlet power bar and 20' cord - c/w safety belt <p>Bretford BBLM41E/SBRT ONLY</p>	4	EACH

Item	Product #	Description	Quantity	Unit of Measure
STATE LENGTH OF WARRANTY: _____				
98	110274	TELEVISION STAND/CART - LCD - for flat panel monitors up to 65lbs with the base removed - Reinforced top shelf 32" x 27 1/2" with 2 grommets - 22" aluminum pole with cord management - Forward tilt adjustments of 0, 7 1/2 or 15 degrees - TV mounting plate for hole patterns from 100 mm to 700mm wide & 100mm to 400mm high - steel handle for safety & ease in transp. - Three shelves and 18 gauge steel upright supports - 18 gauge shelves with 20 gauge stiffeners - 4" plate casters - 2 fixed, 2 swivel and locking - Black powder epoxy coating - 2 outlet power bar with 20' cord Bretford FPBBUL32-E4BK ONLY STATE LENGTH OF WARRANTY: _____	2	EACH
99	Overview	TELEVISION		
		- LCD		
	110494	TELEVISION - LCD - 26" - 720p 60Hz 2xHDMI - 1366 x 768 pixel resolution - 160° Vertical and Horizontal Viewing Angle - c/w remote control TOSHIBA 26C100U or equivalent STATE LENGTH OF WARRANTY: _____	6	EACH
100	110495	TELEVISION - LCD - 32" - 1366 x 768 pixel resolution - 150° Vertical and Horizontal Viewing Angle - 720p 60Hz 2xHDMI - c/w remote TOSHIBA 32C100U or equivalent STATE LENGTH OF WARRANTY: _____	8	EACH
101	110583	TELEVISION - LCD - WIDESCREEN - 37" - 1366 x 768 native resolution - 1200:1 contrast ratio - Display type HDTV - Screen size: 37" (93cm) - Flat panel technology: LCD flat panel - Built-in tuner: NTSC - Widescreen - Maximum viewing angles: H:176 / V:176; Comb filter: 3D digital - Speakers: Yes (bottom-integrated)	3	EACH

Item	Product #	Description	Quantity	Unit of Measure
		<ul style="list-style-type: none"> - Inputs and outputs - S-video inputs: 1 - # A/V inputs (composite): - DVI (Digital Video Interface) - HDMI inputs - PC compatible - 46"W x 10.3"D x 27.25"H and 12.75 lbs - c/w remote control & stand Toshiba 37AV502 or equivalent STATE LENGTH OF WARRANTY: _____		
102	110584	TELEVISION - LCD - WIDESCREEN - 40" <ul style="list-style-type: none"> - 1920 x 1080 HD resolution - 16:9 aspect ratio - Display type HDTV - Screen size: 40" - Flat panel technology: LCD flat panel - 2x 8W integrated speakers - wide viewing angles (176°H x 176°V) - Widescreen - Speakers: Yes - S-video inputs: 1 - A/V inputs - 3 HDMI and 2 HD component video inputs - PC compatible - 38-7/8"W x 24-19/64"H x 4-1/4"D & 33.1 lbs - c/w remote control TOSHIBA 40G300 or equivalent STATE LENGTH OF WARRANTY: _____	6	EACH
103	110125	VIDEO - MONITOR <ul style="list-style-type: none"> - for standard definition applications - Colour - 14" screen - 640 x 480 dot VGA LCD panel - ILLUSTRATIVE LITERATURE MUST BE SUPPLIED SONY LMD1410 or equivalent STATE LENGTH OF WARRANTY: _____	1	EACH