



REQUEST FOR QUOTE
Central Office A/V Purchase and Installation
January 18, 2012

The St. Petersburg Housing Authority (SPHA) is requesting quotes for purchase and installation of a computer based, audio/visual system used for presentations, internet seminars and trainings, and for viewing pre-recorded media and television programming. This work shall be conducted and completed in accordance with all applicable local, state and federal regulations, the requirements of SPHA and the U.S. Department of Housing and Urban Development (HUD).

LOCATION: SPHA Central Office, 2001 Gandy Blvd. North, St. Petersburg, FL 33702

Due Date: Quotes are due at the St. Petersburg Housing Authority, 888 Executive Center Drive West, Suite 100, St. Petersburg, FL 33702 by **12:00 p.m. on Thursday, February 2, 2012** or before, emailed, mailed or delivered to the attention of:

February 9, 2012

Pamela Hobbs
St. Petersburg Housing Authority
888 Executive Center Drive West
Suite 100
St. Petersburg, FL 33702

Bidders shall submit quotes incorporating the Bidder's name; Location of the principal place of business; Proof of Insurance; and Appropriate Certificates and Licenses.

Site Visit/Pre-Proposal Meeting: Thursday, January 26, 2012 at 10:00 a.m., 2001 Gandy Blvd North, St. Pete. Attendance is not mandatory **but if you are planning to attend this meeting it is mandatory that you notify Pamela Hobbs, Procurement Officer, at phobbs@stpeteha.org** prior to Wednesday, January 25 at 10:00 a.m.

To accommodate schedules, an additional walk thru has been arranged for Thursday, February 2 @ 10a.m.

SCOPE:

~~Video conferencing: easy to use, reliable system for up to 10 participants in a mid-size board room.~~

Projection system: wirelessly controlled from laptop; ceiling mount LCD projector providing a 52"h x70"w image; a wall/ceiling mounted electric tension screen with 1.78 to 1 (16:9) ratio or 1.33 to 1 (4:3) ratio, matte white/tension white screen material, quiet motor, IR/RF remotes.

Microphones: ceiling mounted; optional table mics within power cove inserts.

Digital signage: to display computer material and cable television programming in lobby.

Digital recording system: to capture board meetings.

Power/data cove inserts: provide inserts and integrated plug-in connections for power and data ports.

Centralized control system: DVD, Cable feed, video conferencing and a/v, et al, available on single touch screen.

Optional: emergency intercom system.

SPHA RESERVES THE RIGHT TO REQUEST ADDITIONAL INFORMATION CONCERNING ANY AND/OR ALL BIDS SUBMITTED. SPHA RESERVES THE RIGHT TO REJECT ANY OR ALL PROPOSALS IF SUCH ACTION IS IN THE BEST INTEREST OF THE HOUSING AUTHORITY AND TO WAIVE ANY AND ALL INFORMALITIES AND MINOR IRREGULARITIES. SPHA RESERVES THE RIGHT TO CANCEL THIS SOLICITATION FOR ANY REASON IT DEEMS IS IN THE BEST INTEREST OF THE AGENCY. SPHA RESERVES THE RIGHT TO PURCHASE INDIVIDUAL PARTS.