ALBUQUERQUE PUBLIC SCHOOLS

Accelerate Progress for Students

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DATE: 7/21/2025
BID NUMBER: 26-011AF
BID TITLE: Office Equipment and Related Supplies, Purchase, Repair
ADDENDUM NUMBER: 1

CLOSING DATE HAS BEEN EXTENDED TO JULY 29, 2025 AT 3PM.

Question and Answers:

Question 1

The reason for my email is in regards to BID 25-071 which was cancelled, and the reason was due to proposals not meeting the defined scope of work, my question is, what exactly was not met in the scope of work from our company? Can you give specifics? I would like to know so as to make sure on the next Bid the scope of work is met from our company.

Answer:

Regarding BID 25-071, it was not any information you provided on your bid that was not acceptable. It was determined by the requesting department that more information was needed on the bid to make an informed decision. If you read the section for the Bid Price Form, pages 29-30 on BID 26-011, you will see there is more information given on what is needed to be bid on.

Question 2

Hello, which items are you interested in?

Answer:

Please see pages 29-30 to see the items to bid.

Question 3

To my knowledge Gestetner is not in the Duplicator business anymore.
There is only RISO and maybe one other.
Questions for now:
Can you tell us which model RISO you are wanting us to bid?
Our lowest basic model that prints only letter and legal is the SF5130.
If we are replacing current RISO duplicators or competitors, what are the model numbers?

How many Duplicators are you looking to replace?
Can you give us a monthly print volume for the duplicators?

Answer:

Whichever model is comparable to the Gestetner is what you would bid on.

The number of duplicators is not known as they all will not be replaced. We will be replacing as the existing duplicators are no longer functioning. Print volume is dependent on each school or department that uses the duplicator so the monthly volume can and will change with each department/school. You can bid several different models, but primarily the schools use the basic model.

Question 4

I have a question for you about the bid pricing list form. In the column of Unit Cost (Price) there is a wide range of prices depending on the equipment need to purchase, so I'm not sure how you would like this column filled out? Example would be specialty printers' prices can range from several hundreds of dollars to thousands of dollars. Please instruct me on how you would like me to proceed.

Answer:

To help eliminate confusion we have submitted a new pricing Bid Pricing Form, which will need to be submitted with your proposal. Please see attached.

Question 5:

Page 29 – Office Equipment Purchase, Specialty printers
ID card printers
What is the make/model of the ID card printer?
Does the printer require any encoders? (magstripe, prox, etc.)
Is the printer one-sided or two-sided?
Quantity?
Part number? (If known)
Page 29 – Office Equipment Purchase, Print room equipment/accessories
Do accessories include any ID card accessories?
If yes to above, please elaborate, badge holder, clips, lanyards, badge reels, etc.

Page 29 – Supplies
ID badge cards
What are the card specifications?
If these are access cards, what is the part number, format, etc. needed for programming

Page 29 – Maintenance/Repair Services
Repair service/parts for purchased printers
Does this pertain to ID card printers?
Is on-site repair and maintenance needed for the ID card printers

Page 30 – Bid Pricing List
Specialty Printers
How is the specific printer being quoted to be listed? (It appears there is one line for 5 different options of specialty printers)

Answer:

ID card printer model-Smart 70-Dublex, we us both generic cards and proximity cards. The programming for the proximity cards is done by our APS Police department. APS uses the Hersh proximity magnetic cards. The estimated district ID card printers are 30, with 13 located in APS Graphic Enterprise Services.

You can include badge cared accessories

Yes, repair and service/parts does include ID card printers, and we do need on-site repair and maintenance for the ID card printers

Question 6

Please provide a list of all requested items that we want replaced, i.e. number of wide format devices, desktop printers, etc.

Answer:

Currently not replacing desktop printers, if a need comes up for a school/department of a specialty printer, i.e. sublimation, photo, wide format etc. There is a need both in schools mainly high schools and some departments. A higher demand for wide format/plotters for schools to do poster type print jobs.

Question 7

Please provide additional details for "Print Room Equipment/Accessories?"

Answer:

APS has a production facility and a store that perform various print jobs that sometimes need production equipment such as tri-folding equipment, cutter/creasing/perforating equipment, hole punchers, coil binders, cutters, work tables, etc.

ACKNOWLEDGE ADDENDUM WITH SUBMITTED PROPOSAL:
Addenda not signed and returned may consider the BID non-responsive and may be rejected.

_____
COMPANY/FIRM NAME

_____
SIGNATURE

_____
DATE

Bid Pricing List (Revised)

(MUST SUBMIT WITH YOUR BID)

Firm Name: _____

<u>Office Equipment Purchase, Discount from List.</u> Please provide a cross section of products (1 to 6 items). ***This is not intended to represent all products to be offered.***

Product Description	Unit of Measure	% Discount
Specialty Printers		
Laminators		
Gestetners/Duplicators		
Shredders		
Cutters		
Print Room Equipment/Accessories		

<u>Supplies, Discount from List.</u> Please provide a cross section of products 1 to 6 items). ***This is not intended to represent all products to be offered.***

Product Description	Unit of Measure	% Discount
Specialty Media		
Toner/Ink needed for Specialty Printers		
ID Badge Cards		

<u>Maintenance/Repair Services, Base Hourly Rate.</u> Please provide a cross section of services (1 to 6 services). ***This is not intended to represent all services to be offered.***

Service Description	Cost	Specify one: Per Hour or Flat Fee
Repair Service/Parts for the above products		
Repair Service/Parts for Purchased Printers		