

TOWNSHIP OF WANTAGE NOTICE TO QUOTERS

NOTICE IS HEREBY GIVEN that Quotes for the following service:

Alarm System Monitoring

shall be received no later than the date of February 1, 2012 at 4:00 p.m. prevailing time. Quotes will be received by the Administrator/Clerk of the Township of Wantage, Sussex County, New Jersey, at the Wantage Township Municipal Building, 888 Route 23, Wantage, New Jersey.

Copies of the Quote Specification Page and Proposal Form may be obtained from the office of the Administrator/Clerk, within the Township Municipal building, during normal business hours.

Quotes must be submitted in standard proposal form. The Township shall not be responsible for late mail deliveries, and no quotes shall be accepted after the time stipulated in the NOTICE TO QUOTERS.

The Township Committee reserves the right to award a contract in its sole discretion, and further reserves the right to reject any and all quotes, or to waive irregularities, decide as to the responsibility of the Quoters, and if applicable, to make award on a lump sum or individual item basis.

The Township of Wantage recognizes and complies with the requirements of the Americans With Disabilities Act of 1990. As such, the Township of Wantage endorses nondiscrimination on the basis of disability in every public service provided through municipal departments, programs and contractors. It is a requirement and an expectation that all vendors who do business with the Township shall likewise endorse the philosophy of this act, and shall strive to meet the requirements of it in conducting its business affairs.

James R. Doherty, MMC/QPA
TOWNSHIP OF WANTAGE
888 Route 23
Wantage, N.J. 07461

INFORMATION FOR QUOTERS

1. The price quoted shall be the price of the service delivered to the Township of Wantage.
2. The Township reserves the right to reject any one or all of the Quotes submitted, or to waive any irregularities and immaterial variances therein, if in its judgment the best interests of the municipality will be served thereby.
3. The price quoted shall hold firm for the term of the Contract period, as per specifications.
4. All items furnished shall conform to the applicable specifications included.
5. The quantities used for each item are approximate and are to be used to establish a basis for comparing Quotes. These quantities represent an estimate of the total quantities of each service, to be purchased by the Township. The actual purchase quantity for the service may vary.
6. The Township of Wantage is exempt from any State Sales Tax or Federal Excise Tax.
7. Payments will be made upon the approval of vouchers submitted by the successful Quoter(s) in accordance with the requirements of the Township of Wantage and subject to the Township's customary purchasing procedures.

GENERAL QUOTE CONDITIONS

1. Quoters must use the Quote proposal form furnished by the Township of Wantage when submitting their Quote.
2. Each Quote must be signed in ink or ballpoint pen by person(s) authorized to do so.
3. In case of default by the successful contractor, the Township of Wantage may procure the articles or services from other sources and hold the contractor responsible for any excess cost occasioned thereby.
4. It is to be understood by the Quoter that this Quote is submitted on the basis of specifications prepared by the Township of Wantage, and the fact that the Quoter is not familiar with these specifications or conditions shall not be accepted as an excuse for non-performance under the terms of this Contract.
5. For purpose of evaluation where an equivalent product is being furnished, Quoter must indicate any variation to Township specifications no matter how slight. If no variations are indicated, the Township shall construe that the Quote fully complies with said specifications.
6. Quoter shall insert prices for furnishing all of the services described or required. Prices shall be net, including all applicable charges.
7. Any questions with respect to this quotation must be submitted in writing to the Township Administrator, at least 24 hours prior to the deadline date for submission of quotations.
8. The Quotation requests a Base Quote for alarm monitoring services, and an Alternate Quote for those vendors who are not currently an Approved Dealer for Radionics equipment. The Township of Wantage reserves the right to select the best vendor, price and other factors considered, for either the base quote or the Alternate Quote, at its sole discretion.

QUOTE SPECIFICATIONS AND PROPOSAL PAGE

To The Mayor and Committee of the Township of Wantage, Sussex County, New Jersey

Name of Company Making Proposal: _____

Business and Mailing Address: _____

hereby makes this **PROPOSAL** for Alarm System Monitoring for the Wantage Township Municipal Building and Dog Pound, as described below, on behalf of the Township of Wantage, Sussex County, New Jersey. We hereby certify that we are the only persons interested in this Quote, and that it is made without collusion with any person, firm or corporation making another Quote for the same contract. The Quote is fair in all respects and no officer of the Township of Wantage or any person employed with the Township is directly or indirectly interested in this Quote or in the supplies or work to which it relates or in the profits or any portions thereof. I/We further declare that we have carefully examined the NOTICE TO QUOTERS, the terms and conditions of the SPECIFICATIONS, the GENERAL QUOTE CONDITIONS and the INFORMATION TO QUOTERS. Attached is our Quote proposal in standard form as prescribed by the specifications outlined in this document. I/We understand that the award of contract will be based on the lowest lump sum total Quote price received by a responsible Quoter for the service being sought.

QUOTE SPECIFICATIONS AND PROPOSAL PAGE

BASE QUOTE:

	<u>Price Per Month</u>
<u>Wantage Dog Pound:</u>	
Burglar and Fire Alarm System Monitoring Services	\$ _____
<u>Wantage Township Municipal Building:</u>	
UL Approved Fire Alarm System Monitoring Services	\$ _____
<u>Wantage Township Municipal Building:</u>	
Burglar Alarm System including Panic Buttons	\$ _____

TOTAL MONTHLY PRICE: \$ _____

First Year Initial Service Charge To Conduct Full Inspection Of Existing System \$ _____

Annual Fee To Perform Year End System Inspection and Report \$ _____

Service Calls Provided On An As-needed Basis Hourly Rate \$ _____

QUOTE SPECIFICATIONS AND PROPOSAL PAGE

ALTERNATE QUOTE:

Cost To Replace Current Radionics System: \$ _____

	<u>Price Per Month</u>
<u>Wantage Dog Pound:</u>	
Burglar and Fire Alarm System Monitoring Services	\$ _____
<u>Wantage Township Municipal Building:</u>	
UL Approved Fire Alarm System Monitoring Services	\$ _____
<u>Wantage Township Municipal Building:</u>	
Burglar Alarm System including Panic Buttons	\$ _____
TOTAL MONTHLY PRICE:	\$ _____

First Year Initial Service Charge To Conduct Full Inspection
Of Existing System \$ _____

Annual Fee To Perform Year End System Inspection and Report \$ _____

Service Calls Hourly Rate
Provided On An As-needed Basis \$ _____

QUOTE SPECIFICATIONS AND PROPOSAL PAGE

Page 3 of 3

Scope of Work: The successful Quoter (hereafter referred to as “Company”) shall provide telephonic monitoring services for the currently existing Burglar and Fire Alarm systems installed at the Wantage Township Dog Pound, the Separate UL Approved Fire Alarm system installed at the Wantage Township Municipal building, and the Burglar Alarm installed at the Wantage Township Municipal Building, which includes Panic Buttons in various locations. Interested Companies shall visit the Wantage Township Municipal Building and Dog Pound to familiarize themselves with the details and specifications of the existing alarm systems identified herein, prior to submitting their proposal, and shall complete the “Inspection Verification” Form included as a part of this proposal packet. Monitoring services shall consist of Direct call response by experienced operators to an emergency condition until proper authorities are notified, as well as notification to the Township of Wantage that an alarm condition has occurred. The Company's sole obligation shall be to monitor signals received from the protective systems located on the premises as identified above. The Company, upon receipt of a signal, shall make every reasonable effort to transmit notification of the alarm promptly to the police, fire and/or other authorities as appropriate and to the person or persons whose names and telephone numbers are provided to the Company by the Township, unless there is just cause to assume that an emergency condition does not exist. The Township shall carefully and properly set the alarm system each night or at such other time as the Township shall close its premises. The alarm systems are owned by Wantage Township and all responsibility for maintenance, repair, service, replacement or insurance of the system are the responsibility of Wantage Township and not of the Company. The company shall, however, provide a response to a request for a service call to repair or replace components of the alarm system(s) as required by the Township, at a rate of compensation included in the proposal. The Township understands that the signals from the alarm system which the Company will monitor are transmitted over normal telephone lines to the Company. The Township understands that the Company cannot be responsible for monitoring during periods when either the Township's or the Company's telephone lines are not working or under any condition which would make it impossible to send a normal telephone call from the Township's premises to the Company's place of business.

Specifications: The Wantage Township Dog Pound utilizes 1 Burglar and Fire alarm Monitoring System, Model Radionics 2412. The Wantage Township Municipal Building utilizes a Separate UL Approved Fire Alarm System, Model Silent Knight Intelliknight 5808 Addressable. Auto-test signals are received daily for the Municipal Fire Panel. The Wantage Township Municipal Building utilizes a Burglar Alar System which includes a Panic Button in the Court room and panic buttons in other office areas. Model Radionics 2412. There is no cellular Back-up. There is no Open/Close Signals for the burglar alarm Panel.

Name of Company: _____

Company's Authorized Agent (print): _____

Address: _____

Telephone Number: _____

Signature: _____

Date: _____

**REQUEST FOR QUOTATION
ALARM MONITORING SERVICES
WANTAGE TOWNSHIP, NJ**

INSPECTION VERIFICATION FORM

I, the undersigned, am a duly authorized representative of the company submitting this proposal.

I hereby verify that representatives of the Company submitting this proposal have visited the Wantage Township Municipal Building and Dog Pound to review the details and specifications of the existing alarm systems identified in this proposal packet.

The price submitted in this proposal is based on inspection of these currently existing alarm systems, and on the information provided in the Quotation Specifications.

Name of Company: _____

Company's Authorized Agent (print): _____

Address: _____

Telephone Number: _____

Signature: _____

Date: _____