

05/20/2014

City of Gallatin

1.0 Introduction

The City of Gallatin along with the Gallatin Police Department are accepting bids for PRI service. Bids are to be submitted no later than Friday, July 25, 2014 by 11:00am in a sealed envelope clearly identified **PRI Phone Service** and bid due date and time marked on the outside of the envelope. Any questions please contact J.R. Smith @ 615-451-5963.

1.1 Scope of Work

The City of Gallatin along with the Gallatin Police Department seeks to purchase PRI phone service for at least 2 PRIs with long distance. One PRI will be located at City Hall (132 W Main St Gallatin, TN) and the other will be located at the Gallatin Police Department (130 W Franklin, TN)

2.0 Technical Requirements

- Must be able to import all of our current phone numbers
- Must include long distance calling
- Must be able to utilize all conventional 911 services
- Must be able to use basic standard features offered by a new VoIP phone system including but not limited to caller id, call bridging, etc.

3.0 Bid Requirements

- Must include rates for each PRI
- Must include startup/installation costs
- Must include local calling map
- Must include long distance rates
- Must be valid for 90 days of bid opening

4.0 Vendor Requirements

- Vendor must complete attached price sheet.
- Vendor must delivery equipment at no additional charge if any
- Vendor must provide 3 references
- Must provide 2 paper copies and 1 digital copy

5.0 Evaluation of Proposals

The City of Gallatin will award the contract to lowest responsible and responsive bidder meeting specifications, quality, and performance standards pursuant to the Municipal Purchasing Act of 1983. Response will be based on the following factors;

- Completeness of response

- Cost
- Vendor track record, including references
- Quality of service

6.0 Contract Award

The City of Gallatin reserves the right to reject any or all proposals and to waive any informality found therein. The City of Gallatin will award a contract based on evaluations described above.

7.0 Question Submissions

Information Technology

Attn: Cameron Calvert

132 W Main St Suite 113B

Gallatin TN 37066

Telephone: 615-451-5892

8.0 Proposal Submission

ALL SUBMISSIONS MUST BE SEALED AND CLEARLY MARKED

“PRI Phone Service”

Proposals shall be directed to the attention of:

Finance Department

Attn: J.R.Smith

PRI Phone Service

132 West Main Street

Gallatin, TN 37066

Telephone: 615-451-5963

DUE DATE: Friday, July 25, 2014 by 11:00 a.m.

Item	Cost
PRI individual Cost	/month
Startup/Installation Cost	
Long Distance Rate	