

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

Attachment A: Bid Breakdown & Schedule

Bidder:

DASNY Contact: Theresa Graffeo, Purchasing Coordinator, tgraffeo@dasny.org

Services/Product Required By: November 2021

Description: Furnish, Deliver and Install Audio-Visual Equipment

Bid Open Location: DASNY, Corporate Headquarters, 515 Broadway, Albany, NY 12207

Bid Open Date and Time:

Item No.	Manufacturer	Make/Model	Description	QTY	UOM	Unit Price	Extended Price
1			Equipment (attach itemized breakdown)		LS		
2			Cost of Payment Bond		LS		
3			Training (2 Days)		LS		
4			Installation		LS		
5			Integration		LS		

INSTALLATION LABOR (if required)
LABOR TO INSTALL _____

Estimated No. of Hours _____

Hourly Rate (*Prevailing Wage rates are required for this work*) _____

Total Materials/Equipment/Commodities: _____

Total Installation: _____

TOTAL BID _____

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

(The below questions 1) and 2) need only be answered if the above total bid is for one million dollars or more)

- 1. Does your firm anticipate the use of subcontractors and outside suppliers specific to this procurement
Yes No
- 2. Does your firm anticipate the creation of employment opportunities arising from this procurement?
Yes No

(The below information must be completed for all bids.)

Identify all subcontractors, if any: _____

STATE, PROVINCE FOR FOREIGN COUNTRY
THAT YOUR FIRM'S PRINCIPAL PLACE OF
BUSINESS IS LOCATED:

ADDRESS OF FACTORY OR PLANT WHERE
ITEMS ARE MANUFACTURED AND/OR
ASSEMBLED. (Attach additional sheet(s) if more
than one manufacturer)

BIDDER (FIRM NAME)

SIGNATURE

NAME (TYPE/PRINTED)

TITLE

Date

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

Attachment B: Drawings & Detailed Specifications

See attached drawings as basis of design

BIDDING REQUIREMENTS for PURCHASING

NOTICE AND INFORMATION FOR BIDDERS

Attachment C: Scope of Work

Scope for Sound Equipment – Queensborough Performing Arts Center:

DELIVERY OF EQUIPMENT:

Awarded Bidder required to be onsite for all furniture deliveries. Inside Delivery will be required as part of the equipment delivery. Bidder will also be required to provide an inventory of all equipment delivered and check for completion per the specifications.

INTEGRATION AND INSTALLATION

Labor and Crew to install new audio equipment and communication systems

Integrate newly purchased equipment with existing system and equipment. This to include:

- Create Audio Plot
- Audio System Diagram
- New Inventory
- Patch Information
- Test all digital networking technology
- Wireless system design
- RF analysis and integration
- Front of house and/or on-stage monitoring console integration
- Rep DANTE File (software should be included in AV package purchase)

Install amp racks and wire house speakers according to audio design

Program new sound boards and interface equipment for use in different theatrical settings

Test all Ethernet connections (sound booths on 1st & 2nd floor, stage right/left) for continuity with use of new and existing audio equipment

Test all speakers

Training:

Train technicians to be able to operate the new system. This to include:

- Addressing and patching the new instruments
- Audio console tutorials
- How to run a show on new equipment
- How to troubleshoot