**STATEMENT OF WORK**

NO SUBSTITUTE TALAN Equipment

Pennsylvania Office of Attorney General

Harrisburg, Pennsylvania

**I. SCOPE OF WORK:**

The Pennsylvania Office of Attorney General, requires the following TALAN equipment and coordinating items as referenced in Section II below. This is a NO SUBSTITUTE bid. Questions regarding the technical aspects of this bid and the bidding or contracting procedures should be directed to Erin Webster at ewebster@attorneygeneral.gov.

**II. CONTRACT TASKS:**

The items shall be provided in this contract.

1. Provide (1) TALAN 3.0 with ACCESSORIES
2. Provide (1) MESA 2.0 DELUXE
3. Provide (1) ORION 2.4 HX Tch-Scrn 3.3W FCC
4. Bid price is to include delivery to:

Pennsylvania Office of Attorney General

6400 Flank Drive, Suite 1300

Harrisburg, PA 17112

Bid price must also include all shipping, transportation, environmental handling, unloading charges, and any other associated charges for delivery. *The office is to be notified 48 hours in advance of delivery.*

**III. CONTRACTOR REQUIREMENTS:**

Vendor shall comply with all attachments to this contract as referenced in the IFB-Invitation for Bid document and attached to this Statement of Work.

**IV. CONTRACT TERM:**

The contract shall commence upon execution and receipt of purchase order and Notice to Proceed notification and terminates upon satisfactory delivery of all Contract Tasks, but no later than September 30, 2023.

**V. BID AWARD:**

Bidder must complete and return the following:

1. The electronic Invitation for Bid to be found at [www.pasupplierportal.state.pa.us](http://www.pasupplierportal.state.pa.us), and,

2. A properly executed Reciprocal Limitations Act Requirements form that lists the state of manufacture for any supplies procured.

The Department will only accept out to two (2) decimal points when entering your Unit Price.

Bid will be awarded based on the lowest total sum.

Contract quantities are estimated and may increase or decrease depending on the needs of the Department.

**VI. PAYMENT TERMS:**

Payment shall be made upon satisfactory completion of contract.

**VII. INVOICES:**

Invoice format shall be in accordance with the IFB – Invitation for Bid.

All invoices for this contract MUST either be:

1. E-mailed to Carol Lenker, clenker@attorneygeneral.gov

2. Or, mailed to the following address:

Pennsylvania Office of Attorney General

6400 Flank Drive, Suite 1300

Harrisburg, PA 17112

All invoices MUST have the purchase order number, project number, as well as your SAP Vendor Number on the invoice.

**VIII. RECEIPT AND OPENING OF BIDS:**

Bids must be submitted via the PA Supplier Portal, to be found at www.pasupplierportal.state.pa.us. Faxed bids and mailed bids **will not** be accepted.

No responsibility will be attached to any employee of the Department for the premature opening of, or the failure to open, a bid not properly addressed and identified, or for any reason whatsoever.

**IX. BID RESULTS:**

Bidder can obtain bid results by accessing http://www.emarketplace.state.pa.us/BidTabs.aspx. The bids will be posted within three (3) business days following the bid opening. The results are the apparent bidders, and all bids are under review until final award of the purchase order.

Attachment: Reciprocal Limitations Act Requirements form