**STATEMENT OF WORK**

NO SUBSTITUTE Ovation and Covidence Equipment

Pennsylvania Office of Attorney General

Harrisburg, Pennsylvania

**I. SCOPE OF WORK:**

The Pennsylvania Office of Attorney General, requires the following Ovation and Covidence 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) FlashBack-4 miniature High Definition H.264 SD card video recorder with i-Conex HD and 4x Standard def inputs to include:
	1. HD micro-cam
	2. Peli style case
	3. Cable Set and Accessories Include:
		1. (1) Power to DC Jack
		2. (3) Audio/Video Splitter
		3. (1) Power and Control
		4. (4) Camera and Power
		5. (1) Network
		6. (2) Medium Extension (Audio in right RCA Phono and Audio in Left RCA Phono)
		7. (4) Medium Extensions (1m Male to Female)
		8. (2) Short Extensions (0.5 Male to Female)
		9. (1) Ethernet
		10. (1) Knowles Mic Pair (Left and Right)
		11. (1) GPS RS232 Puck
		12. (1) 128 GB SD Card
2. Provide (1) 4G USB Modem (3G/4G/Verizon LTE) module upgrade for FlashBack-4 DVR, including mounting plates and accessories
3. Provide (2) 2x micro-cam
	1. Miniature low-light NTSC colour camera with rapid deployment mount
	2. 2 cameras in one case
4. Provide (4) i-Conex universal extension cable
	1. 5.0 m long
5. Provide (1) Oculus NxtGen 4G/LTE, Plug N Play US to include:
	1. Oculus NxtGen, Ext. Power, 4G/LTE, US 256GB
	2. Antenna for Oculus NxtGen 4G/LTE, 2dBi, MCX Male, Omnidirectional, Cable 1m/3ft, Oculus NxtGen
	3. Camera, Color, Enhanced LLC, 10x10mm, Pinhole Lens, Button snap-on, 1.5m/5ft, NxtGen
	4. Concealment Jig for Enhanced LLC cameras, BLACK, 2 snap-on jigs Ø30mm
	5. Microphone set, External, Stereo, 1.5m/5ft, Oculus NxtGen
	6. Battery, Lithium Rechargeable 15Wh (4000mAh), Flat Pack, Oculus NxtGen and Audius NxtGen
	7. Charger, Lithium Battery, 1A (1-cell, 4.2VDC), US, NxtGen
	8. Power Supply 100-240VAC -˃12VDC/1A, US, Oculus NxtGen
	9. Power Cable, DC 5-30VDC, Open ends, 1m/3ft, NxtGen
	10. USB Cable, USB-Micro (USB-A/USB-micro) for Micro Oculus, 1.0m/3ft
	11. Lens Cleaning Kit
	12. User Guide – Oculus NxtGen
	13. USB Memory Stick (User guide, Software, Tooks, etc.)
	14. Watertight Case 2250

6. Bid price is to include delivery to:

Pennsylvania Office of Attorney General

1251 Waterfront Place

Mezzanine Level

Pittsburgh, PA 15222

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 terms of this contract shall begin upon completion of a fully executed purchase order and will be effective for one (1) year from the date of the purchase order. This contract may be renewed for four (4) additional one-year terms upon mutual agreement between the OAG and the vendor. The OAG will contact the vendor prior to the expiration to ensure the vendor agrees to renew.

**V. QUANTITIES AND ITEMS:** Quantities are estimated and may be increased or decreased depending upon the needs of the OAG. Additional items may also be added, based on the needs of the OAG, if mutually agreed upon by the OAG and the vendor.The OAG will contact the vendor when a new item is needed and the vendor will provide a quote for the item. If agreed upon, the item will be added.

**VI. 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.

**VII. PAYMENT TERMS:**

Payment shall be made upon satisfactory completion of contract.

**VIII. 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.

**IX. 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.

**X. 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