

## Public Notice Invitation to Bid Laptop Computers

Sealed bids will be received by the Berkeley County Commission at 400 West Stephen Street Suite 201, Martinsburg WV 25401, until 4:00 P.M. prevailing time Wednesday, August 5, 2009. Bids received after this time will not be accepted. Bids will be opened and read aloud on Thursday, August 6, 2009 at 11:10 a.m., prevailing time. Bids shall be for the purchase of laptop computers to be used by the Berkeley County Sheriff's Department.

Specifications are available in the Finance/Purchasing Department of the County Clerk, 110 West King Street-Second Floor, Martinsburg, WV 25401, Monday-Friday, 9:00-5:00 P.M., calling (304) 264-1924, or on the County website; [www.berkeleycountycomm.org](http://www.berkeleycountycomm.org) .

Sealed envelopes should be clearly marked ***Bid Enclosed-Laptop Computers***".

The County Commission reserves the right, as the interest of Berkeley County may require, to reject any and all bids and to waive any informalities in the requests for proposals and to award the bid in whole or in part for the best interest of the County to the most qualified bidder. Firms owned by women and minorities are encouraged to bid.

By order of  
The Berkeley County Commission

Ronald K. Collins, President

Sealed bids will be received for 48 laptop computers **Minimum Specifications** are as follows to be used by the Berkeley County Sheriff's Department:

Processor: Intel Core 2 Duo P8400, 2.26 Ghz, 1066 MHz, 3M L2 Cache

Memory: 4 GB

Operating System: Windows XP SP3

Keyboard: Must have a lighted keyboard

Display: 14.1" Wide Screen WXGA LED LCD **Minimum 750 nits**

Hard drive (1): 250GB, 7200RPM

Hard Drive (2): 120 GB, 5400 RPM

CD-ROM: 24X CDRW/DVD w/Application software for viewing DVD's i.e., CyberLink Power DVD 8.2

Connectivity: Integrated wireless 802.11 a/g/n & 10/100/1000 NIC

Bluetooth: must have Bluetooth capability

External Keyboard/Mouse: Must include external Bluetooth keyboard & Mouse

Sound Card: Integrated

Application Software: Adobe 9.0 Standard Version

Microsoft 2007 Small Business

Service/Warranty: 3 year onsite NBD

Technical Support: 3 year 24x7 premium (Business Class) Technical Support via 800 telephone

(7) units should include desktop docking stations & 19" Flat Panel Monitors

Questions regarding this bid announcement should be directed to Mr. Gary Wine, IT Director at 304-267-5113.

Questions regarding billing should be directed to Mrs. Marsha Kelley, Director of Finance & Purchasing at 304-264-1924.

All pricing must include shipping charges to 400 West Stephen Street, Martinsburg, WV., 25401.

## BID APPLICATION

Bidder must fill in the information requested below in order for this application to be accepted. Deliver form in sealed envelope marked "Bid Enclosed – Laptop Computers" to:

Berkeley County Commission  
400 West Stephen Street-Suite 201  
Martinsburg, West Virginia 25401

Bids **must** be received by 4:00 p.m., Wednesday, August 5, 2009. Bids will be opened on Thursday, August 6, 2009, at the Berkeley County Commission meeting, at 11:10 a.m. prevailing time.

Vendors Name and Remittance Address: \_\_\_\_\_

\_\_\_\_\_

Vendors Name and Address for all other correspondence if different from remittance: \_\_\_\_\_

\_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Base Purchase Price: \_\_\_\_\_

Delivery Charge: \_\_\_\_\_

Total bid amount: \_\_\_\_\_

Please include any literature you would like to have considered or you deem as important along with all requested material.

**\*\*All lines on this form must be filled in for this application to be considered complete.**