

REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
MUNICIPALITÉ RÉGIONALE D'OTTAWA-CARLETON

REPORT
RAPPORT

Our File/N/Réf.
Your File/V/Réf.

DATE 11 August 1998

TO/DEST. Co-ordinator
Corporate Services and Economic Development Committee

FROM/EXP. Finance Commissioner

SUBJECT/OBJET **AWARD OF SUPPLY AND MAINTENANCE OF
MICROCOMPUTER SYSTEMS, TENDER 0205-11-T1/98**

DEPARTMENTAL RECOMMENDATION

That the Corporate Services and Economic Development Committee approve the award of Tender 0205-11-T1/98 to Sona Computer Inc., Ottawa, as the supplier of microcomputer systems and components at an estimated total net cost of \$552,797, for the period ending June 30, 1999.

BACKGROUND

In conjunction with the Supply Management Division, a tender was developed to accommodate the Region's anticipated requirements for desktop computer systems in 1998. The purpose of this tender was to go back out into the market to obtain competitive pricing based on revised specifications drawn up by RMOC staff to take advantage of higher performance platforms now available.

The tender document included estimated quantities based on the Region's anticipated upcoming needs for the next year. A public tender issued by Supply Management and distributed through MERX resulted in the receipt of twelve (12) bids being submitted, ten (10) of which were complete.

DISCUSSION

Based upon a thorough review of the submissions received, the Department recommends acceptance of the Tender from the lowest responsive bidder, Sona Computer Inc. Sona Computer Inc. meets all of the tender specifications and was the lowest bid received. Evaluated bids were so calculated to address the application of the Region's Canadian Content Policy which allow a 10% price preference for the Canadian portion of the selling price of a product or service associated with the work performed in Canada

A summary of the bids received is detailed below.

COMPANY	Location	NET TOTAL Bid	Total Cdn. Content Evaluation (Taxes Excl.)
Sona Computers Inc	Ottawa, Ont	\$498,015	\$458,387.00
Prosys Tech Inc	Ottawa, Ont.	\$499,605	\$459,919.00
Northern Micro	Nepean, Ont	\$505,035	\$546,071.00
Mynix Technology	St. Laurent. P.Q	\$508,345	\$468,425.00
Cemtech Inc	Ottawa, Ont.	\$520,220	\$479,098.00
Secure Tech Inc	Gloucester, Ont.	\$528,920	\$486,840.00
North Star Computer	Ottawa, Ont.	\$533,748	\$525,332.00
Cor-Bit Peripherals	Montreal, P.Q	\$552,383	\$508,080.00
Future Shop Corporate	Ottawa, Ont	\$526,800	\$517,405.00
Mind Computer Products	Ottawa, Ont	\$590,725	\$546,071.00

The total tendered amount from Sona Computer is divided into two (2) Sections:

Total for various assembled System configurations	\$ 400,280.00
Miscellaneous components used for maintenance and upgrades.	\$ 102,765.00
Total	\$ 503,045.00
Net Bid Terms (1% 10 net 30)	\$ 498,015.00 *
 * Plus GST and PST (11% net)	 \$54,782

The initial term of the contract, as established by this tender, shall conclude one (1) year from the date of formal award notification by the Municipality. The contract may be extended for up to two (2) additional six month terms. Extension (s) to this contract will be based upon (a) satisfactory service. (b) continued adherence to the terms and conditions of the Tender as well as (c) mutual agreement between the vendor and Municipality on all aspects of the contract including pricing for subsequent term (s).

PUBLIC CONSULTATION

None required.

EXPENDITURE JUSTIFICATION

The purpose of this tender is to establish more favourable pricing for the Region's requirements for Microcomputers and related peripherals . Prices of PCs and components continue to fall. The revised pricing as well as the terms of this Tender permit the Corporation the flexibility to take advantage of these price reductions throughout the term of the contract. This tender establishes a Standing Offer based upon the lowest possible pricing. Actual purchasing decisions will be made by individual departments based on their requirements and budget allocations.

FINANCIAL STATEMENT

The purchase of any equipment will be subject to availability of departmental funds.

*Approved by
J.C. LeBelle
Finance Commissioner*

SUPPLY MANAGEMENT DIVISION COMMENT

I concur,

*G. Ford on behalf of
the Finance Commissioner*

FINANCE DEPARTMENT COMMENT

To establish unit prices.

*Approved by K. Kirkpatrick
on behalf of the Finance Commissioner*