



**COMMUNITY COLLEGE OF ALLEGHENY COUNTY
REQUEST FOR QUOTATION 231005**

Surplus:

Functional PCs and Laptops

Functional Monitors

Functional Miscellaneous IT Equipment

Non-Functional IT Equipment

See accompanying list of items.

Please bid on the following and e-mail your reply back to Michael Cvetic at mcvetic@ccac.edu
no later than 2:00 P.M. on Thursday, October 5, 2023.

Operating systems and all software have been removed from all computers.

Successful bidder(s) will be required to submit a certified or cashier's check for the full amount awarded prior to pick up of equipment.

By submitting a bid, the bidder is committing to providing payment within seven days of successful notice. Successful bidder(s) shall sign a form indicating that they are taking possession of the equipment from CCAC. Successful bidders shall certify that equipment will not be disposed of in any illegal manner.

Bidders may bid on any or all lots/items.

Bidders whom may have bid on items in the past and not followed through with providing payment will not be considered.

No picking and choosing of specific units will be permitted.

Equipment is to be sold as is. The College does not warrant that equipment is in any particular state of working condition (or that any particular operating system installed by the buyer will be compatible).

Successful bidder(s) will be required to remove equipment at their own expense. If special arrangements for palletizing and pick-up of equipment are required, successful vendor(s) shall provide labor, materials, and equipment and incorporate such costs in their bid. **It is highly recommended that bidders view lots/equipment and their locations prior to submitting a bid.** Bidding without viewing lots will be done so at the bidders' own risk.

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Payment is to be made by successful bidder(s) within seven days of notice by CCAC. Failure to provide payment within seven days will result in the rejection of your offer and re-awarding to the next highest bidder. This will be strictly enforced.

All items are to be removed within seven days after payment is received by CCAC.

Technical support will **not** be available from CCAC for any units sold.

To be awarded to the highest bidder and sold in entirety.

Bidders who prefer to submit a sealed bid may do so by delivering their response (by the due date and time) to Mike Cvetic, CCAC Purchasing Department, 800 Allegheny Ave., Pittsburgh, PA 15233. Clearly mark in the lower left corner of the envelope:

“Sealed Bid – Surplus – RFQ 231005”. Sealed bids will not be opened prior to the due date and time.

CCAC WILL HAVE THE RIGHT TO REJECT ANY OR ALL BIDS RECEIVED OR ANY PART THEREOF.

To view computers or for technical questions, please call Megan Rice at 412-237-3127 or (mrice@ccac.edu).

For Procedural questions, contact Mike Cvetic at mcvetic@ccac.edu.

Computer equipment will be palletized and shrink-wrapped.

A truck with a lift gate is necessary, as some locations do not have a dock and we do not have the fork lift available. Maps for the exact locations are linked below.

CCAC Location Addresses:

Boyce Campus, 595 Beatty Road, Monroeville, PA 15146

Pickup Location: South Wing Entrance (not the main entrance) - [map](#)

Notes: No dock. Lift Gate needed.

North Campus, 8710 Perry Highway, Pittsburgh, PA 15237

Pickup Location: Back of the building - [map](#)

Notes: Location does have a dock, but the truck must be less than a 40' semi.

South Campus, 1750 Clairton Road, West Mifflin, PA 15122

Pickup Location: Library Building (L Wing) - [map](#)

Notes: No dock. Lift Gate needed

Allegheny Campus, 808 Ridge Ave., Pittsburgh, PA 15212

Pickup Location: Library Building - [map](#)

Notes: Location does have a dock, so the truck can back into the dock and load the pallets. Truck height is limited by the bridge on that road. Call in advance as there is significant construction in the area.

Office of College Services, 800 Allegheny Ave., Pittsburgh, PA 15233

Notes: Loading Dock is available. A smaller truck is recommended as it can be difficult to swing into the dock from the street.

West Hills Center, 1000 McKee Road, Oakdale, PA 15071

Notes: Location does have a loading dock.

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Operating systems and all software have been removed from all computers.

Section 1 – **Entire lot** of (1,239 items):

PCs and Laptops (739 items)

Functional Misc. coin receptacles (6 items)

Functional Monitors (140 items)

Misc. Functional IT Equipment (59 items)

Misc. Non-Functional IT Equipment (295 items)

Bidder must bid on and remove all equipment as noted on the accompanying spreadsheet (note five tabs).

Section 1 to be sold in its entirety (see accompanying spreadsheet), located at various locations as noted.

Lump Sum Bid: \$ _____ to be paid to CCAC for entire lot - Section 1

For questions on computers, contact Megan Rice at mrice@ccac.edu.

Company/Individual Submitting Bid: _____

Contact Person: _____ Phone Number: _____

E-mail address: _____