

INVITATION TO BID

Sealed bids, subject to the conditions contained herein, will be received by the DIRECTOR OF PURCHASING until **10:30 A.M.**, local time on **Thursday September 14, 2017** and then publicly opened and read for:

Assorted Fujitsu Document Scanners for Various County Departments Bid Ref #1926

Specifications **MUST** be **PURCHASED** from the Oneida County Purchasing Department, Sixth Floor, 800 Park Ave., Utica, NY 13501. Administration fees are as follows: \$10.00 if picked up in person or \$15.00 for mailing. Cash is not acceptable and fee is non-refundable. (Mail is by 1st Class or Priority Only) This bid is also available electronically (Empire State Purchasing Group-Bid Net) by going to the County website and following the links at: **http://www.ocgov.net/** (fee for electronic retrieval is also \$10.00 and should be mailed with bid submission). Bids without fee may not be considered.

Copies of the described bid may be examined at no expense at the Oneida County Purchasing Department. Upon examination potential bidders may purchase a book as described above and bidders may not obtain books from any other source or bid will be disqualified.

Sealed bids must be returned on the form furnished. The return envelope must be clearly marked with the bid number & name on the outside lower left corner and addressed to Oneida County Purchasing, Sixth Floor Bids Department, 800 Park Avenue, Utica, NY 13501. The owner reserves the right to reject any or all bids received.

The County of Oneida, in order to promote its established Affirmative Action Plan, invites sealed bids from minority groups. This policy regarding sealed bids and contracts applies to all persons without regard to race, creed, color, national origin, age, sex or handicap.

Mello J. Testa
Director of Purchasing

Dated: August 30, 2017

***** PLEASE MAKE CHECKS PAYABLE TO: COUNTY OF ONEIDA *****