



**WAKULLA COUNTY BOARD OF COUNTY COMMISSIONERS
REQUEST FOR WRITTEN QUOTE
RFQ 2024-39 WAKULLA COUNTY PUBLIC LIBRARY INTERACTIVE TOUCH EDUCATIONAL TABLE**

Information for Vendor:

Quotes must be on company letterhead with a date and signature of an authorized representative of the vendor. All vendors providing written quotes must have the required expertise and capability to perform the work or supply the commodities or equipment. Consideration will be given to the vendor who has the capability to perform the work or supply the commodities or equipment, consideration shall also be given to the vendor's geographic proximity to Wakulla County for future ease of delivery, mobilization, or customer support after a purchase. The lowest cost, responsible and responsive vendor who is capable of performing the services or supplying the commodities or equipment shall be awarded the contract.

If there are specific questions regarding the scope of services, please contact Linda Oaks, Library Services Director at loaks@mywakulla.com or 850-528-3206.

Issue Date: Friday, April 26, 2024

Purpose:

The Board of County Commissioners is seeking written quotes from licensed and insured firms/vendors with the required expertise and capability to supply an Interactive Touch Educational Table for the Wakulla County Public Library.

The table must be mobile and would be used throughout the library to provide educational activities to a variety of school-aged students. Must have at a minimum a 43" screen. The educational table must have age-appropriate educational activities included.

Table Dimensions:

- Mobile: 31 ½" H x 24 ½" W x 42 ¾" L
- Dual Leg: 31" H x 24 ½" W x 42 ¾" L
- Platform: 24" H x 24 ½" W x 42 ¾" L

*Must be wheelchair accessible.

Time and Deliverables:

The selected vendor shall be expected to supply an Interactive Touch Educational Table for the Wakulla County Public Library located at 4330 Crawfordville Highway, Crawfordville, FL 32327.

*Please include in the quote the cost for shipping the table

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If the vendor requires extending completion date due to material lead time the vendor must request extension in writing to the Procurement Office. The Work shall be fully completed and ready for final acceptance by the County within 30 calendar days from the Commencement Date.

Quote Responses are Due By:

Friday, May 3, 2024 @ 3:00 PM and will be received by the Procurement office located at 3093 Crawfordville Hwy, Crawfordville, Florida 32327. Quotes can be hand-delivered, sent via express mail to the above referenced address or sent via email to ptaylor@mywakulla.com. If the response to this request is not received by the above deadline it will be considered null and void.

Procurement Office Contact

Patty Taylor
3093 Crawfordville Hwy
Crawfordville, FL 32327
850.926.0919 Ext. 705
ptaylor@mywakulla.com