

Bidding specifications for an electronic sign at the El Dorado Springs Branch of the Cedar County Library in El Dorado Springs, MO.

Request for Proposals – The Cedar County Library District is requesting proposals from vendors for a digital sign specified in this Request for Proposals (RFP).

The preferred size of each digital sign is 2 ft. x 7 ft. or a 4 ft. x 6 ft. minimum for the display and it should be double sided, however the district is open to evaluating various options. The sign should include a lighted panel at the top with the words “Cedar County Library”. Digital signs must include software to manage content of the sign and include information about the pixels. The address to view the site is Cedar County Library, 808 South Main, El Dorado Springs, MO 65744.

Potential vendors shall make their proposal inclusive of all equipment, labor, services, and any items necessary and requested. Items in the proposal may be considered independently or in total. Proposal must include all associated costs including shipping, and installation. The Cedar County Library is a tax exempt organization and we will furnish documentation of tax exempt status.

Warranty The length, time, and conditions of any warranty offered must be attached to or stated in the bid document. The seller and/or manufacturer warrants that the goods sold will be of merchantable quality, will conform to applicable specifications, and will be free from defects in material and workmanship and will be fit for the particular purpose intended. Warranty does not commence until after the equipment has been accepted and placed into service by the user agency. Bidder shall indicate the name and the geographical location of the nearest authorized dealer to perform subsequent warranty service. This information shall be stated in the pricing section of bid or otherwise specified. Payments, Incentives, and Penalties Delivery may be made upon receipt of an executed Purchase Order from the Cedar County Library District. Full payment will be made upon satisfactory acceptance of products received. Bidders shall specify if you will be requiring any deposits or partial payments prior to completion and the details must be spelled out up front in the proposal. Contractual Terms and Conditions Installer/warranty service provider should have demonstrated corporate financial stability as well as experience in provision/installation for educational facilities.

The Cedar County Library District reserves the right to accept or reject any proposal submitted.

Questions should be submitted in writing to Shannon Snow, Co-Director via email at shannon.snow@cedarcountylibrary.org . All proposals must be received by 12:00 pm (noon) on Monday, May 20, 2024. Responses to the RFP can be emailed, mailed, or delivered in a sealed envelope clearly addressed to: Cedar County Library, 808 South Main, El Dorado Springs, MO 65744. Emailed responses should be submitted to shannon.snow@cedarcountylibrary.org. If any contractor would like to inspect the area and ask questions, please contact Shannon Snow at 417-276-3413 to set up an appointment.

The winning bidder will need to complete the job by August 1, 2024.