

**REQUEST FOR BID  
PORTABLE X-RAY FLUORESCENCE  
SPECTROMETER/HANDHELD XRF ANALYZER FOR  
ILLINOIS VALLEY COMMUNITY COLLEGE  
BID # BID2023-B02**

Illinois Valley Community College District No. 513 (the College) is accepting sealed bids for a new **Portable X-ray Fluorescence Spectrometer/Handheld XRF Analyzer**. Pricing must include shipping, installation, and training sessions provided at the IVCC campus.

**INSTRUCTIONS TO BIDDERS**

Bids must be made in accordance with the instructions contained herein. Questions concerning this bid may be directed to the Purchasing Department at 815-224-0417. Bids shall be submitted on the forms furnished by the College in a sealed envelope, clearly marked "**PORTABLE X-RAY FLUORESCENCE SPECTROMETER/HANDHELD XRF ANALYZER**". Submit all bids to:

**Illinois Valley Community College District No. 513  
Purchasing Department – Room C343  
815 Orlando Smith Road  
Oglesby, Illinois 61348**

Electronic bid submissions shall be considered a sealed document if they are received at the purchasing office by the time and date set herein for receipt of bids. The vendor assumes the risk of premature disclosure due to submission in an unsealed form. Electronic bids must be e-mailed to [purchasing@ivcc.edu](mailto:purchasing@ivcc.edu) with the subject **BID: PORTABLE X-RAY FLUORESCENCE SPECTROMETER/HANDHELD XRF ANALYZER – BID2023-B02**.

Bids will be received and publicly read aloud in Room C-326, Illinois Valley Community College District No. 513, Oglesby, Illinois, at **10:00 A.M.** on **February 3, 2023**. Bids received after this time will not be accepted and will be returned to you unopened. Faxed bids will not be accepted.

### **ACKNOWLEDGEMENT OF ADDENDA:**

Signature of a company official on an original document shall be construed as acknowledgement of receipt of any and all addenda pertaining to this specific bid. Identification by number of addenda and date issued should be noted on all bids submitted. **FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDA ON BID SUBMITTED MAY RESULT IN DISQUALIFICATION OF BID.**

### **BIDDING PROCEDURES:**

No bid shall be modified, withdrawn, or canceled for sixty days after the bid opening date without the consent of the College's Board of Trustees.

Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such cases, the College will issue a written addendum describing the change or correction to all bidders of record. Such addendum shall take precedence over that portion of the documents concerned and shall become part of the bid documents. Except in unusual cases, addendum will be issued to reach the bidders at least five (5) days prior to the date established for receipt of bids.

Each bidder shall carefully examine all bid documents and all addenda thereto and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a bid. Should a bidder find discrepancies or omissions from documents, or should there be doubt as to the meaning, the bidder shall, at once, and in any event not later than ten (10) days prior to bid due date, notify the Director of Purchasing who will, if necessary, send a written addendum to all bidders. The College will not be responsible for any oral instructions. All inquiries shall be directed to the Director of Purchasing. After bids are received, no allowance will be made for an oversight by the bidder.

### **SIGNATURE ON BIDS:**

The College requires the signature on bid documents to be that of an authorized representative of said company. Each Bidder, by making her/his bid, represents that she/he has read and understands the bidding documents and that these instructions to bidders are a part of the specifications.

### **TAX EXEMPTION:**

The College is exempt from paying Illinois Use Tax, Illinois Retailers Occupation Tax, Federal Excise Tax, and Municipal Retailer's Occupation Tax (Tax Exemption ID # E9995-5253-06)

## **AWARD CRITERIA:**

As provided by statute, award will be based on the lowest and best (most advantageous to the College) as determined by consideration of:

1. Price, General reputation and performance capabilities of the bidder
2. Conformity with specifications herein
3. Availability of customer support,
4. The extent to which the goods or services meet IVCC needs

As deemed in the best interest of the College, the College reserves the right to reject any and all bids or waive any minor irregularity or technicality in bids received.

## **BID AWARD:**

The successful contractor, and/or any contractor, shall not proceed on this bid until it receives a purchase order from the College. Failure to comply is the risk of the contractor.

## **CLERICAL ERRORS:**

If applicable, all errors in price extensions will be corrected by the College and totals for award determination corrected accordingly, unless the bidder specifies that no change be made in the total submitted. In this case, all incorrect price extensions will be noted at "lot", and award determination made on the basis of total price submitted.

## **INVESTIGATION OF BIDDERS:**

The College will make any necessary investigation to determine the ability of the bidder to fulfill the bid requirements. The College reserves the right to reject any bid if it is determined that the bidder is not properly qualified to carry out the obligation of the contract.

## **MANUAL AND WARRANTIES:**

Owner's manuals and warranties shall be provided at time of delivery.

## **CERTIFICATION FORM:**

Bidders must sign the enclosed Certification Form that refers to the Criminal Code of 1961 and to the Illinois Human Right Act dealing with Sexual Harassment. The signed Certification must be submitted with your bid. Failure to do so may result in the rejection of your bid.

**EQUAL OPPORTUNITY EMPLOYMENT:**

Respondent shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended, and any rules and regulations promulgated in accordance therewith, including, but not limited to, the Equal Opportunity Clause, Illinois Administrative Code, Title 44, Part 750 (Appendix A), which is incorporated herein by reference. In addition, the respondent shall comply with the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended. Furthermore, the respondent shall comply with Public Act 98-107, which requires nearly any party that contracts with a community college to post employment of vacancies with the state's job board: IllinoisJobLink.com.

**SUPPLIER DIVERSITY:**

The College recognizes the importance of increasing the participation of businesses owned by minorities, females and persons with disabilities in public contracts. It is the policy of the College to promote the economic development of disadvantaged business enterprises by setting aspirational goals to award contracts to businesses owned by minorities, females, and persons with disabilities for certain services, to the extent provided by the Business Enterprise for Minorities, Females and Persons with Disabilities Act ("Act"), 30 ILCS 575/0.01 et seq. and the Business Enterprise Council for Minorities, Females, and Persons with Disabilities ("Council") which serves to implement, monitor and enforce the goals of the Act.

**LAW GOVERNING:**

Any contract resulting from this RFP shall be governed by and construed according to the laws of the State of Illinois, without regard to conflict of law principles.

**W-9 FORM:**

Please complete the enclosed W-9 form and return with your bid.

# Bid Form/Signature

**ILLINOIS VALLEY COMMUNITY COLLEGE  
PORTABLE X-RAY FLUORESCENCE SPECTROMETER/HANDHELD XRF  
ANALYZER - Bid # BID2023-B02**

With the full understanding of the bidding document, the following bid is submitted for **Portable X-ray Fluorescence Spectrometer/Handheld XRF Analyzer**. Please NOTE that the specific items listed in the bid form are a **Vanta VES with workstation and field stand**, you will need to bid this brand ONLY.

**Pricing must include shipping and installation.**

The College reserves the right to award all supplies to one vendor or to multiple vendors depending upon what is considered to be in the best interest of the College.

Part #	Equipment Description	Qty	Cost
VEL-SDD-A3-U	Vanta Element-S Model Handheld XRF Analyzer including silver (Ag) anode 50 kV Xray tube and SDD detector. Primary Method: Alloy Plus Calibration for Vanta Element SDD silver anode analyzers. Analysis for metal samples measuring Mg, Al, Si, P, S, Sc, Ti, V, Cr, Mn, Fe, Co, Ni, Cu, Zn, Sr, Zr, Nb, Mo, Pd, Ag, Cd, Sn, Sb, Hf, Ta, W, Re, Au, Pb, Bi. Also includes Precious Metals Method for the analysis of jewelry and precious metal samples. Accessories include sealed rugged carrying case, 1 Li-Ion battery, USB storage with PC Software, 3 spare analysis windows and power supply with USA power cord. All Vanta Element series analyzers have a three year end-to-end warranty for the entire analyzer (excludes negligent damage to the product).	1	
METHOD-G3-VES	3 Beam Geochem calibration for Vanta Element-S silver anode analyzers. Three beam (high, medium and low energy) Fundamental Parameter algorithm optimized for achieving lowest Limit of Detection (LOD) for exploration samples as well as percent level grade control across the range of the periodic table. Measures Mg, Al, Si, P, S, Cl, Ca, Ti, V, Cr, Mn, Fe, Co, Ni, Cu, Zn, W, Ta, Hg, As, Bi, Se, Pb, Th, Rb, U, Sr, Y, Zr, Nb, Mo, Ag, Cd, Sn, Sb, Ba, La, Ce, Pr, Nd.	1	
WORKSTN-V-U	Portable Workstation for Vanta Analyzers. Fully shielded and interlocked, rugged test stand for benchtop or remote-controlled testing. Includes USA power cord and power adapter (70W, 18V, 3.9A).	1	
FOOT-V	Soil Foot for Vanta  	1	
FIELDSTAND-V	Field Stand Kit for Vanta Series Analyzers	1	
<b>SHIPPING (If Applicable)</b>			
<b>INSTALLATION (If Applicable)</b>			
<b>TOTAL</b>			

**Submitted By;**

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
City            State            Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
E-Mail

\_\_\_\_\_  
Date

\* If submitting more than one offer, please make copies of this Bid Form.

Submit one (1) offer per Bid Form

# CERTIFICATION FORM

**TO: ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513  
OGLESBY, IL 61348**

**Pertaining to the bid titled: PORTABLE X-RAY FLUORESCENCE  
SPECTROMETER/HANDHELD XRF ANALYZER - Bid # BID2023-B02**

**I/We, as the Bidder certify that I/we have not been barred from bidding on this project as a result of a conviction for either bid-rigging or bid-rotating under Article 33E of the “Criminal Code of 1961”**

**We also do hereby certify that we have a written sexual harassment policy in place in full compliance with Section 2-105 of the Illinois Human Rights Act and will, upon request, be able to provide such written policy to the Department of Human Rights.**

\_\_\_\_\_  
**NAME OF CONTRACTOR/BIDDER**

\_\_\_\_\_  
**TITLE**

\_\_\_\_\_  
**DATE**

**THIS FORM MUST BE RETURNED WITH YOUR BID TO:**

**Illinois Valley Community College District No. 513  
Purchasing Department – Room C343  
815 North Orlando Smith Road  
Oglesby, Illinois 61348**

