

FORMAL BID FB23-074

FOR

lock access cards

Submission Deadline: MARCH 31, 2023

2:00 p.m. Central Time

Questions and/or requests for clarification of this FB should be submitted via email to the Purchasing Manager, Kelly Sloan at [purchase@missouriwestern.edu](mailto:purchase@missouriwestern.edu). Please reference the FB23-074 on all correspondence. Answers to the submitted questions will be e-mailed to each vendor as an addendum to this solicitation. It is the responsibility of all interested parties to read this information and return it as part of the FB confirming receipt.



**BID SPECIFICATION SHEET FOR FB23-074**

LOCK ACCESS CARDS

**Scope of Work:**

Missouri Western State University (MWSU) is requesting pricing on Schlage 8543 smart card quantity 1,000 to 10,000 for use with our lock system. No substitutions will be allowed. Quantities purchased may be higher or lower depending upon price and availability.

**Specifications:**

* Schlage Brand
* 8543 model
* M1
* EV3
* 13.56 MHz
* 3.37” x 2.2125” x 0.033” card
* Can be vertical or horizontal
* Memory:4K Byte/32K Bit
* ISO Glossy White
* Magnetic stripe
* Quantity 1,000 – 10,000
* Numbering required (Notify Allegiant for sequence numbering)

**Bid Submission Requirements:**

Sealed bids must be submitted no later than March 31, 2023 2:00 p.m. Central Time to:

Missouri Western State University

Purchasing, Popplewell Hall 221

4525 Downs Drive

St. Joseph, MO 64507

**Electronic or faxed bids will not be accepted.** Missouri Western reserves the right to accept or reject any or all bids. Responses must be signed and sealed in mailing envelopes with the Respondent’s name and address clearly written on the outside. The Formal Bid Number **(FB23-074)** shall also be clearly marked on the outside of the envelope or package. Proposals may not be accepted if the FB number is not on the outside of the envelope.

MWSU reserves the right to award to the bidder whose bid complies with all mandatory specifications and requirements and is the lowest and best bid for supplies/services. Bid will be evaluated and awarded as a whole; to one vendor.

MWSU reserves the right to change quantities dependent upon our needs.

Return the pricing sheet (page 4) with your bid.

Shipping costs must be included in the pricing and not as a separate line item.

Include any addendum(s) with your initials and current signed and dated W-9.

All questions should be directed to Purchasing Manager, Kelly Sloan, (816) 271-4465, [purchase@missouriwestern.edu](mailto:purchase@missouriwestern.edu)



**PRICING SHEET FOR FB23-047**

LOCK ACCESS CARDS

Cost per 1,000 access cards $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*shipping costs should be included

Total cost 5,000 access cards $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*shipping costs should be included

Total cost 10,000 access cards $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*shipping costs should be included

Please list the availability of the cards if PO is provided first week of April 2023. Please indicate the quantity and the ETA.

Quantity 1,000 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Quantity 5,000 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Quantity 10,000\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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