

Surplus Property Sale

NOTICE TO BIDDERS

NOTICE is hereby given that the Mayor and City Council of Cumberland will receive bids for surplus KONICA MINOLTA MULTIFUNCTION DEVICES until but not after 4:00 p.m., local time, on **Friday, April 27, 2012**.

The complete details and information regarding 1) the equipment, 2) the bid process and 3) the final disposition of the bid proposals is set forth on the City's Home Web Page www.ci.cumberland.md.us

Bids will be reviewed by committee on after the bid closing time, and the award notices will be issued the following week, as appropriate.

Bids should be emailed to citybids@allconet.org.

- All units were utilized in City business offices; and are available for inspection, upon request.
- All units are sold as-is, where-is.
- Removal of the equipment is the responsibility of the successful bidder.
- All reasonable bids will be considered for acceptance.
- All bids are firm, final and are non-retractable for a period of 30 days from the end of this solicitation (April 27, 2012)
- Payment must be tendered to the City within 2 days from the notice of the bid acceptance.
- Payment must be made by Credit Card, cash or good check, which will be cashed prior to the removal of the equipment.
- Successful bidders will be required to remove the selected equipment within 5 days from notice of their bids acceptance.
- Bidders must submit separate e-mails for each individual bid.
- Only one equipment item can be bid upon in each e-mail/bid submission.
- Multiple e-mails/bids can be submitted.

The Mayor and City Council reserves the right to waive any informality and to reject any or all bids and to accept any or all proposals which in their judgment are in the best interest of the City, or to re-advertise for new bids. If multiple bids of the same amount are received, the earliest bid is eligible for acceptance if deemed in the best interest of the City. The City reserves the right to accept any or all proposals in full or in part which, in their judgment, are in the best interest of the City.

Questions may be directed to the Management Information Systems Department at 301.759.6441.

To be considered, a valid bid must contain the following information:

Complete/copy this information into the e-mail for each bid to be submitted:

<p>*****</p> <p>Bidder detail: Name (Full Name): _____ Address: _____ City,State Zip: _____ Valid Daytime Phone Number(s): _____ Valid e-mail address for bidder: _____</p> <p>Bid submission: Amount of Bid: \$ _____ Equipment Tag Number: _____ Equipment Model Number: _____</p> <p>*****</p>

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Equipment available is as follows:

Model# / Equipment Tag #	Meter reading (black pages)	Features
Minolta 2510 tag #06818	304040	fax, AD-16, FN-117
Minolta C352 tag# 009656	165550	no finisher
Minolta BH 250 tag #09736	236858	with fax and finisher
Minolta BH420 tag #009737	378861	FS-510 finisher, PU-501 hole punch
Minolta BH250 copier tag #09739	50723	with fax
Minolta C352 tag #09657	152834	FS-514 finisher, PK-510 hole punch
Minolta C252 tag #09740	33730	FS-603 finisher
Minolta C352 tag #09649	36653	PC-403 paper source, FS-514 finisher, PK-501 hole punch
Minolta C352 tag #09650	201617	FS-514 finisher, PK-510 hole punch
Minolta C252 tag #09659	211674	PC-403 paper source, FS-514 finisher, PK-501 hole punch
Minolta BH250 tag #09738	83043	with fax
Minolta C350 tag #6813	141294	Fiery, finisher, hole punch
Minolta 2510 tag #6820	185686	fax, AD-16, FN-117

Photos representative of the equipment available are below.

Model#: 2510



Model #: BH250



Model#: BHC352



Mode#: BH420

