



STATE OF MARYLAND JUDICIARY
Administrative Office of the Courts
REQUEST FOR PROPOSALS (RFP)
Project Name: Glock Model 19, 4th Generation Pistols
Project # 5944

This procurement is being conducted as a Small Procurement Request for Proposals (RFP) as described in the Judiciary Procurement Policy, not to exceed \$25,000.

Purpose

The Administrative Office of the Courts (AOC) issues this Small Procurement Request for Proposals (RFP) for a contractor to furnish and deliver Glock Pistols to District Court Security Office.

1. Scope of Work

No substitutions will be accepted

- **50 each** – Glock Model 19, 4th Generation Pistols. 9mm caliber, each pistol equipped with three (3) high capacity magazines (15 rounds each).
- Each pistol will be in “new” unused condition and have the following accessories:
 - Sights – Fixed
 - Finish – Standard Finish
 - Magazine Assist Loader
 - Cable Lock with two (2) keys
 - Cleaning Rod
 - Cleaning Brush
 - A “Fired” Shell Casing (to be held by District Court Security Office for possible future shell case comparison)
 - Adjustable Grips (3 sizes)
 - Instruction Manual
 - Packaging – each pistol must be packaged in an individual plastic carrying case.
- Pistols must carry full manufacturer’s warranty.

2. Locations

- All items will be shipped to the District Court of Maryland Warehouse located at 2002-A Industrial Drive, Annapolis, Maryland 21401.
- Delivery must be scheduled in advance with the District Court Security Coordinator, Michael Brady.
- Inside delivery is required to the District Court Warehouse.

3. Contract Type

The resulting contract shall be for Fixed Price.

4. Contract Term

All items must be delivered no later than 90 days after award.

5. Procurement Officer

The sole point-of-contact for purposes of this Small Procurement (RFP) prior to the award of any Contract shall be the Procurement Officer at the address listed below:

Robin Smith Procurement Officer
Maryland Judiciary
Procurement and Contract Management
Telephone: 410-260-1421
Email: robin.smith@mdcourts.gov

6. Form of Response

Proposals must be in writing.

- Part I** – Technical proposal must include a written response to the Scope of Work that demonstrates the Offeror's work plan, capabilities and experience in providing the required services, and
- Part II** – Price proposals must include the fully loaded fixed price for the services proposed using Attachment A (Price Proposal Form).

7. Proposal Closing Date

All proposal must be received via email to the Procurement Office at the email address listed in Section Number 5, no later than **no later than 2:00pm (local time) on March 14, 2017** in order to be considered.

8. Award Determination

The Contract resulting from this Small Procurement (RFP) will be awarded to the Offeror whose proposal is determined to be the most advantageous to the State, based on the evaluated spectrum of services proposed and price.

- Experience
- Delivery time
- Price

Attachment A - Price Proposal Form

Contractor's price proposal must be complete and include all charges. AOC will not pay for any charges not listed in their quote.

FOR SERVICES AS REQUIRED AND PROPOSED,

50 EACH GLOCK 19

\$ _____

Submitted by _____
Authorized Signature Date

Print Name and Title _____

Company Name _____

Company Address _____