

**NORTHERN KENTUCKY UNIVERSITY
CABLE TV SERVICE FOR DROMS
INVITATION FOR BID, NS-09-10**

NOTICE OF RFP OPPORTUNITY

BRIEF SCOPE OF WORK:

The purpose of this solicitation is to allow Northern Kentucky University to establish a contract with a qualified firm to provide entertainment TV service for the NKU Residential Village. Proposals are being accepted rather than bids so that the University can select the firm that best meets our requirements and will be most beneficial to the University, rather than awarding on price alone. Proposers are encouraged to propose services that will enhance our maintenance program. Creative concepts and innovative ideas are welcomed provided that our minimum requirements are satisfied.

PROJECT TIMETABLE:

RFP Issued	November 2, 2009
Pre-proposal Meeting & Tour	Tuesday, November 10, 2009 @ 10:00 am EST
Last day for Questions	Friday, November 13, 2009 @ 12:00 Noon
Addendum, if required, issued	Tuesday, November 17, 2009
Proposals Due	Tuesday, November 24, 2009 @ 2:00 PM EST
Contract Award	No later than December 18, 2009
Contract Effective Date	January 1, 2009

QUESTIONS:

Only during the timeframe specified in the Project Timetable will technical questions be accepted regarding this RFP. Inquires must be submitted in writing, preferably by e-mail but Letters and FAX are acceptable.

Requests concerning the Request for Proposal process may be made at any time.

Direct all inquiries to:

Don Johnson, CPSM, C.P.M.
Principal Buyer, Procurement Services
Northern Kentucky University
Lucas Administrative Center, Suite 617
1 Nunn Dr.
Highland Heights, KY 41099
johnsondon@nku.edu
859.572.6449

PRE-PROPOSAL MEETING:

A onetime MANDATORY pre-bid site visit will be held at 10:00 A.M. on Tuesday, November 10th in room 116 Norse Common. A tour of the Residential Village will immediately follow the meeting.

Please park in one of the University's inconveniently located Parking Garages.

This MANDATORY tour and inspection will allow potential Proposers to thoroughly familiarize themselves with all existing conditions likely to be encountered. Later claims for additional compensation for existing conditions that could have been foreseen had such a site examination been made will NOT be honored.

Maps: <http://www.nku.edu/campusmaps/3dmap.html>

Directions: <http://www.nku.edu/campusmaps/directions.php>

This will be the only date University personnel will be available to allow access to equipment rooms and wiring closets.

CONTACT FOR PROPOSAL PACKAGE

The Proposal Package may be obtained from Procurement Services or may be downloaded from the Procurement web page: <http://procurement.nku.edu/bids/current1.php>

Please indicate your intent to attend the **mandatory** pre-bid meeting and/or intent to bid via e-mail notice to flaggb1@nku.edu referencing “**NS-09-10 Entertainment TV**”. This notification will place you on the planholder list and you will be notified directly if there are any addenda.

Alternatively, you can contact Bonnie Flagg at:

Bonnie Flagg, Bid Specialist
Procurement Services
1 Nunn Drive
Highland Heights, KY 41099
Phone: 859.572.5266
Fax: 859.572.6995

NKU will work to insure that all responses will be communicated to all participating Proposers in an equal manner. All inquiries will be acknowledged via addendum. Inquiries must be made by e-mail or facsimile. Verbal communication will not be accepted. Inquiries end on the date specified in the PROJECT TIMETABLE.

BID BOND

A bid bond in the amount no less than 5% of the value of the base five year contract price will be due upon bid submission.