

**PHENIX CITY SCHOOL DISTRICT
Request for Proposal (RFP)
STUDENT CHROMEBOOK DEVICES
Bid Opening Date & Time: February 4, 2022, 9:00am (Eastern Time)**

I. MISCELLANEOUS

<p>A. The Phenix City School District/Board of Education is seeking bids to purchase Student Chromebook Devices, Protective Cases and Google Chrome Management Licenses with the most responsive bidder offering a proposal that is deemed the most acceptable and advantageous to the Phenix City School District.</p>
<p>B. Vendors with questions regarding bid specifications must submit their questions in writing to Jackie Sanes, at jsanes@pcboe.net, not later than 2:00pm (Eastern) on February 2, 2022. Questions received by any other means or manner will not be accepted.</p>
<p>C. Any changes, additions, or modifications to the bid request and any questions and answers (Q&A) related to this solicitation will be posted to the Phenix City School District website at http://www.pcboe.net/techbids or from www.pcboe.net, hover over “Departments” at the top of the homepage, then mouse down and click on “Technology”, then click on the “Tech Bids” link on the left side of the page.</p>
<p>D. Sealed bids must be submitted in two (2) printed copies and must arrive prior to the bid opening scheduled for February 4, 2022 9:00am (Eastern Time), at the Phenix City School District Board of Education, P.O. Box 460, 1212 9th Avenue, Phenix City, AL 36867.</p> <p>The envelope/container must be marked “Bid No. GF 2022-06 Student Chromebook Devices” on the front and “SEALED BID DO NOT OPEN” on the seal. If mailed or hand delivered, address to Attention: Jackie Sanes at the address listed above.</p> <p>Any late bids will not be opened or considered. No faxed or electronic bids will be accepted.</p> <p><i>Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.</i></p>
<p>E. All vendors must complete and submit the Bid Response Form included with this document, as a minimum, for submitting their bid pricing and company information, as well as submitting all other requested documentation.</p> <p>The vendor’s bid may include additional quote pages in the vendor’s preferred format. However, all pricing must be entered in the Bid Response Form, as a minimum, to enable the District to compare pricing from all bidders using the same form. Reference statements, such as “See Page XX,” “Refer to Page XX,” etc. must not be entered in the Bid Response Form. If proposing additional options or services, the vendor should provide pricing using the Bid Response Form format, as a minimum.</p>
<p>F. Bid price is to be all-inclusive (including taxes, fees, licenses, delivery, etc.) with no allowable additional costs to Phenix City School District.</p>
<p>G. It is the bidder’s responsibility to comply with all local, state and federal laws applicable within the context of this bid.</p>
<p>H. Phenix City School District is exempt from all sales and use taxes under the provisions of Title 40, Chapter 23, Section 4 (15), Code of Alabama, 1975.</p>
<p>I. The Phenix City School District is an equal educational opportunity agency and prohibits discrimination in any of its educational programs, including employment, on the basis of sex, race, religion, national origin, color, age or any handicapping condition. The Board of Education complies fully with the provisions of Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the appropriate Department of Education regulations.</p>

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| J. Phenix City School District will review all proposals for service utilizing guidelines outlined by the Alabama State Bid Law. |
| K. The final awarding of this bid will be made by the Phenix City School District/Board of Education based on a recommendation from the Superintendent. |
| L. The Phenix City School District reserves the right to reject any and all bid proposals in a manner that is in the best interest of Phenix City School District, if deemed necessary. |

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II. REQUIREMENT SPECIFICATIONS

A. Description of Requirements: Phenix City School District is seeking Student Chromebook Devices, Chromebook Protective Cases, Google Chrome EDU Perpetual Management Licenses and additional Chromebook Power Adapters as specified in the requirements table below.

Note: Specifications are not intended to eliminate any reputable manufacturer, brand or bidder. Reference to manufacturers, brand names, suppliers catalog numbers, etc., is intended to convey the required capabilities and set quality and features standards and does NOT exclude quotes from others. Any quote containing the referenced products/services “or equivalent” will be accepted as long as the required quality, feature, and compatibility standards are met. All manufacturers/models will be considered as long as they meet these standards.

B. The following table identifies the specific requirements.

Quantity	Description of Requirement, <i>or equivalent</i>
2400 Each	<p>Chromebook Device with the following capabilities & associated components, as appropriate.</p> <ul style="list-style-type: none"> • Dell Chromebook 3100 • Intel Celeron N4020 (Dual Core, up to 2.8GHz, 4M Cache, 6W) • 4GB 2400MHz LPDDR4 Non-ECC • 16GB eMMC Hard Drive • 11.6” HD (1366X768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable • US English Keyboard, Non-backlit • Intel® Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0 • Primary 3-Cell 42Whr Battery • Dell 65W USB Power Adapter with 3ft cord – United States
2400 Each	<p>Chromebook Protective Case with the following capabilities & associated components, as appropriate.</p> <ul style="list-style-type: none"> • Gumdrop DropTech Dell 3100 Clamshell 0 Case
2400 Each	<p>Chromebook Management License with the following capabilities & associated components, as appropriate.</p> <ul style="list-style-type: none"> • Google Chrome EDU Perpetual License
600 Each	<p>Additional Chromebook Power Adapters with the following capabilities & associated components, as appropriate.</p> <ul style="list-style-type: none"> • Dell USB-C 65W Power Adapter with 3ft cord – United States

<p>C. All items quoted shall be new, packed in manufacturers original containers, and shall meet or exceed the specifications as written. All items are to be quoted F.O.B. to the customer's specified location. The title and risk of loss of the goods will not pass to the Board, departments, or local schools until receipt and acceptance takes place at the F.O.B. point.</p>
<p>D. All items quoted shall be delivered within Ninety (90) days after vendor receipt of purchase order. If additional time is needed due to the current health crises or for any other reasons, an estimated delivery date must be provided on submitted bid.</p>
<p>E. Vendor Warranty. There must be a minimum one (1) year warranty on all items quoted and the bidder shall state the manufacturers standard warranty period offered with each item quoted.</p>
<p>F. Vendor must have been in continuous business for a minimum of three (3) years.</p>

III. BASIS OF AWARD

The bid will be awarded to the most cost-effective provider who submits a complete and accurate submittal that meets the stated requirements. Price of the proposed products will be the primary factor, but not necessarily the sole factor, in evaluating the bids. Other factors of consideration may be, but are not limited to compatibility; quality of product/services; prior experience, including past performance, personnel and company qualifications, including technical excellence; management capability, including schedule compliance; environmental objectives; and flexibility of delivery times and arrangements. Phenix City School District does not guarantee award of a contract and reserves the right to reject any and all bids.

These factors as well as others may be utilized in weighing the RFP responses as follows:

Factor	Weight
Price of Proposed Products	40%
Quality of Proposed Products/Services	30%
Prior Experience & Company Qualifications	20%
Flexibility of delivery times and arrangements	10%
TOTAL	100%

This bid will NOT be awarded on an item-by-item basis.

IV. REQUIRED CONTENTS OF BID AND ATTACHMENTS

The following checklist is only a guideline and may not be all inclusive; it is the responsibility of each vendor/bidder to read and comply with the Request for Proposal in its entirety.

- A) Completed Bid Response Form (All pages)
- B) Verified Unit and Total Price of all Proposed equipment
- C) Noted details for substitutions to include any technical information of the equivalent
- D) Noted delivery date if unable to meet the time specified in Section II, Part D
- E) Noted and Specializations &/or Certifications (or a brief description of qualifications) & Reseller Status, as appropriate
- F) Signed and dated the bid form
- G) Labeled and sealed bid as per Section 1, Part D

Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.

**PHENIX CITY SCHOOL DISTRICT
Request for Proposal (RFP)
NETWORK SWITCHES & COMPONENTS
Bid Opening Date & Time: February 4, 2022 9:00am (Eastern Time)**

**BID RESPONSE FORM
(3 Pages + any pages added by Vendor)**

Name of Firm: _____

Address of Firm: _____

Representative's Name (Type or Print): _____

*Authorized Signature: _____

Date: _____ Telephone: (____) _____

E-mail: _____

Number of Years in Business: _____

***Signature certifies the proposed products meet all requirements outlined in this solicitation and the vendor will comply with all specified requirements unless exceptions are noted below.**



EXCEPTIONS TO SPECIFICATIONS AND/OR COMMENTS
(Attach additional pages if needed)

BID RESPONSE FORM (Page 2 of 3)

Chromebook Devices			
Manufacturer			
Model Number			
Part Number			
Processor			
Memory			
Hard Drive			
Wi-Fi Type			
Screen Size			
Battery			
Power Adapter			
Warranty			
Additional Product Information			
Quantity	Unit Cost	Misc. Cost	Total Cost
	\$	\$	\$

Chromebook Protective Cases			
Manufacturer			
Model Number			
Part Number			
Warranty			
Additional Product Information			
Quantity	Unit Cost	Misc. Cost	Total Cost
	\$	\$	\$

BID RESPONSE FORM (Page 3 of 3)

Chromebook Management Licenses			
Manufacturer			
Model Number			
Part Number			
Warranty			
Additional Product Information			
Quantity	Unit Cost	Misc. Cost	Total Cost
	\$	\$	\$

Additional Chromebook Power Adapters			
Manufacturer			
Model Number			
Part Number			
Warranty			
Additional Product Information			
Quantity	Unit Cost	Misc. Cost	Total Cost
	\$	\$	\$