

Nadaburg Unified School District
32919 Center Street
Wittmann, Az 85361

Request for Quote – E-Rate Eligible Services Scope of Work – Network Infrastructure Equipment

DATE: February 19, 2016

DUE DATE: March 22, 2016

The Nadaburg Unified School District is requesting quotes for Network Infrastructure Equipment as identified in the specifications below. The contract start date is anticipated to be April 1, 2016 or upon notification of approval of E-Rate funding for this project; at the District's discretion. In any case, no work will begin prior to April 1, 2016.

The District is seeking services and pricing through an approved State Master Contract or other Cooperative Purchasing Contract that is acceptable according to the Arizona State Procurement Rules. Please be advised that this is a Request for Quote and not a formal sealed RFP/Bid process. Arizona State Procurement Code requires a formal sealed bidding process; or purchasing from an approved cooperative purchasing contract, or compliant consortium procured contract for any award in excess of \$100,000.00. **Any quote/proposal whose total value exceeds \$100,000.00 and is not linked to a current approved cooperative purchasing contract, or a compliant consortium procured contract will be disqualified by Arizona State Procurement Code.**

Quotes should be delivered electronically to email address erate@nadaburgsd.org no later than the posted due date. Quotes can be mailed or delivered in person to the address above. Extensions may be requested up to three days prior to the posted due date. Extensions will be granted at the District's discretion. It is the prospective vendor's responsibility to deliver the requested quote on or prior to the posted due date and time.

The submission of a quote will indicate that the prospective vendor understands the requirements and specifications and that the services and materials requested can be supplied, and the required delivery timeline can be met as specified.

Please direct all questions and requests for information to Demi Hurwyn via email at erate@nadaburgsd.org.

Additional Instructions:

1. The pricing quoted must be compliant with the prospective vendor's State Master Contract or Cooperative Purchasing Contract pricing structure. A copy of any and all contracts that the district will be expected to sign must accompany the quote provided.
2. Submitted quotes must clearly identify the prospective vendor's State Master Contract or Cooperative Purchasing Contract number, if applicable, and E-Rate SPIN.
3. The original contract offered should not expire prior to September 30, 2017, and should include specifications that allow for extensions at the discretion of the applicant; not to exceed a total of 60 months.
4. This RFQ is for a single contract award. Submitted quotes must include all items on the Required

Equipment List and Low Voltage Cabling in the quantities requested; no partial quotes will be accepted.

5. Submitted quotes must identify the cost for all equipment, supplies, and labor, including any costs for campus assessment, project management, documentation, travel, taxes, etc.
6. All taxes, including sales taxes, must be identified separately. Sales tax will not be included in the competitive evaluation of the quote but will be included in the E-Rate Funding Application.
7. The products quoted must be eligible for E-Rate under the Category 2 Internal Connections provision compliant with the Schools and Libraries Division Eligible Services List for the current funding year. The costs for services not eligible for E-Rate must be clearly itemized separate from eligible services.
8. Any pricing proposed must comply with the FCC Lowest Corresponding Price Rule as required by the Universal Service First Report and Order, and restated in the FCC E-Rate Modernization Report and Order, adopted July 11, 2014. The FCC Lowest Corresponding Price rule prohibits an E-rate services offeror from offering or charging E-rate applicants a price higher than the lowest price that the offeror charges to non-residential customers who are similarly situated to a particular school, library, rural health care provider or consortium that purchase directly from the offeror.
9. Provide a minimum of three references; preferably Arizona school districts. Include the following information: District Name, Contact Person's Name, Title, Phone Number, Email and Years Services Provided.
10. The District will evaluate all compliant quotes received, and reserves the right to select the quote that is the most cost effective, compliant with FCC Fair and Competitive Bidding Rules.

Failure to comply with these general specifications may be grounds for disqualification and award may be made to the next most cost effective provider.

Equipment Specifications:

1. The preferred equipment brand is Cisco. However, equivalent brands can be quoted and will be considered. Please include a statement with your quote indicating the level of partnership your organization has with the original equipment manufacturer being proposed.
2. Refurbished or used equipment warranted as new will not be acceptable.
3. All equipment installed will be labeled by the successful vendor using durable labels. Labels will identify E-Rate year and E-Rate Funding Request Number.
4. The minimum acceptable warranty period is 3 years. Please specify the warranty period for all equipment quoted. If there is a cost to extend the warranty to meet the minimum requirement, please include this cost in the quote under ineligible for E-Rate support.

The specific equipment list and quantities required are listed below.

Required Equipment List

Location	Description	Quantity
Desert Oasis Elementary		
MDF	48-Port, Gigabit POE Switch, Layer 2, 4 x SFP	1
	48-Port, Gigabit POE Switch, Layer 2	3
	24-Port, Gigabit POE Switch, Layer 2	1
IC1	48-Port, Gigabit POE Switch, Layer 2, 1 x SFP	1
IC2	48-Port, Gigabit POE Switch, Layer 2, 1 x SFP	5
IC3	48-Port, Gigabit POE Switch, Layer 2, 1 x SFP	3
	24-Port, Gigabit POE Switch, Layer 2	1
All switches in IDF/MDF with multiple switches must be stackable.		
The district currently uses 1GB fiber. The switches must be 10GB capable.		

*Other brands will be considered if they provide the same functionality.

Evaluation Criteria:

Evaluation of the offers will be based on but not limited to the following criteria, in order of priority:

1. **Cost of ELIGIBLE Services** – Primary evaluation factor.
2. **Equivalence of Technical Design/Meets Scope of Work** – Conformance with general and technical specifications.
3. **Vendor Qualifications/Level of Partnership with OEM** – Vendor’s experience, level of partnership with the original equipment manufacturer, and strength of references.
4. **Availability of State Master Contract or other Cooperative Purchasing Contract.**

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OFFER

Network Infrastructure Equipment

TO Nadaburg Unified School District:

The Undersigned hereby offers and agrees to furnish the material, service or construction in compliance with all terms, conditions, specifications and amendments in the Request for Quote Solicitation and any written exceptions in the Offer.

Arizona Transaction (Sales Privilege) for clarification of this offer, contact:

Tax License No.: _____ Federal Employer Identification: _____

Name _____ Phone/Fax _____

Company Name Authorized Signature

Address Printed Name

City State Zip Title

ACCEPTANCE OF OFFER AND CONTRACT AWARD (FOR DISTRICT USE ONLY)

Your Offer is hereby accepted. The Contractor is now bound to sell the materials, services or construction listed on the submitted quotation, including all terms, conditions, specifications, amendments, etc. from this Request for Quotation solicitation.

This Contract shall henceforth be referred to as Contract No. _____.

The Contractor is hereby cautioned not to commence any billable work or provide any material, service or construction under this Contract until Contractor receives an executed purchase order or Contract release document from Nadaburg Unified School District.

Date of Award: _____

AUTHORIZED SIGNATURE NAME & TITLE