



PROJECT NAME:	Chromebooks Spring 2024
ISSUE DATE:	April 13, 2024
ALL QUESTIONS DUE DATE: (Latest date for questions to be received from suppliers concerning this RFP. Must be in writing only, no verbal inquiries)	April 20, 2024
ALL QUESTIONS DUE TIME:	3:00 p.m.
PROPOSAL DUE DATE:	April 28, 2024
DUE TIME:	3:00 p.m.

This solicitation constitutes a Request for Proposal (RFP) from qualified individuals and/or organizations, hereinafter also referred to as respondents or vendors, to provide Chromebooks for the School District of Somerset

In responding to this solicitation, the respondent signifies to be fully informed as to the extent and character of the supplies, materials, equipment and services required and the terms and conditions specified herein. The respondent represents that the supplies, materials, equipment and services can be provided satisfactorily and in complete compliance with the specifications. Respondent agrees that their response to the solicitation and subsequent acceptance by the District shall constitute a contract. The respondent is obligated to furnish supplies, materials, equipment and services at the quoted price/discount. Written notice from the School District of Somerset accepting the proposal constitutes a contract between the respondent and the School District.

The contact person for this project is: Matt Rivard. Inquires or questions regarding this solicitation should be directed via email only at itdept@somerset.k12.wi.us, no later than 3:00 p.m. on April 20, 2024.

Responses to this solicitation shall be submitted by email only no later than 3:00 p.m. on **April 28, 2024** to: Matt Rivard, IT Coordinator, itdept@somerset.k12.wi.us. The subject line shall be clearly marked "Chromebooks".

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GENERAL TERMS AND SPECIFICATIONS

The School District of Somerset (District) invites any qualified individual or organization to respond to this solicitation. Respondents must be responsible, regularly and practically engaged in providing the services requested, and possess ample resources for providing the supplies, materials, equipment and services identified.

The District is seeking proposals for 265 Chromebooks and 265 Google Chrome Education Upgrades, Perpetual Licenses (formerly known as Chrome Management Console Licenses) to include all items identified in section 2. All items quoted must be new. No refurbished or remanufactured Chromebooks will be accepted. Pricing should also include shipping and handling charges. The District is seeking pricing for non- touchscreen Chromebooks.

Section 2 Chromebook Specifications

Proposal 1

The District will accept proposals on any brand of Chromebook which meets the minimum specifications listed below.

- Chromebook (Non-Touchscreen) Qty: 265
- Prefer: Lenovo 100e
- New only, no refurbished
- 11-inch screen display
- **4 GB RAM**
- 32 GB Storage or greater
- Processor: 1.6GHz or higher
- Google Auto-Update Expiration (AUE) should be June 2030 or later

Chromebooks: **Qty - 265**

Google Chrome Education Upgrades, Perpetual Licenses (formerly known as Chrome Management Console Licenses) **Qty - 265**

4-year accidental warranty: **Qty - 265**

A separate quote for a 4-year warranty w/o accidental: **Qty – 265**

Section 3 Quantity and Pricing

The District would like to have the price for a purchase of 265 Chromebooks and **265** Google Chrome Education Upgrades, Perpetual Licenses (formerly known as Chrome Management Console Licenses) to include all items identified in section 2. Please provide a quote, on the enclosed Chromebook Proposal Sheet for each device **(265) with** a 4-Year accidental warranty, as well as a separate quote for each device **(265) without** a 4-year accidental warranty.

Please include the pricing for handling and delivery.

Section 4 Delivery

The District would like to receive delivery of all Chromebooks ASAP (before June 30th 2024) and including, if applicable:

- Green packaging and delivery
- All standard components
- Power Cabling
- Appropriate Drivers
- Initial Supplies

Section 5 Warranty

- 4-Year **accidental** warranty – must include parts, labor, and shipping at no cost to the district
- 4-Year w/o accidental warranty – provide a separate quote for a 4-year warranty w/o accidental– must include parts, labor, and shipping at no cost to us
- Standard manufacturer warranty
- No charge for labor including installation of parts, connection of all power and signal cables, and all involved with making the hardware fully functional and establishing connectivity per type of hardware repaired
- All technicians shall be certified professionals by manufacturer before providing warranty services
- Hardware fully operational and returned within ten (10) business days
- Replacement parts shall be of equal to or better quality than original parts; and there shall be no charge assessed to the District/School for any shipping and handling in the shipment or return of the equipment
- Warranty/service/repair should be at no shipping costs either direction for district
- Vendor must note any diagnostic fee that would apply to any declined repairs

Section 6 Selection Criteria

Successful respondents will be based upon the following criteria:

- Price (honored for 90 days after agreement)
- Availability
- Adherence to hardware specifications
- Accidental Warranty outlines if applicable
- Greater preference to Lenovo's

Section 7 Chromebook Proposal Sheet

All proposals are to be completed on the following Chromebook Proposal Sheet. Respondents may attach additional documents to support pricing on the proposal sheet or to verify any of the specifications noted in this document. Please include a detailed outline of accidental warranty coverage in addition to the Chromebook proposal sheet.

Proposal 1 Chromebook Proposal Sheet (Please itemize pricing in each category as outlined)			
(This page must be completed and submitted as part of any response to this RFP)			
RFP Items			
Qty	Item	Unit Cost	Total Cost
265	Chromebook		
265	Google Chrome Management Console Education Perpetual Licenses		
265	4-Year accidental warranty		
265	Separate 4-year warranty w/o accidental		
1	Handling & Delivery (require lift-gate delivery)		
1	Green Packaging		
Available for Delivery Date	No later than 6/30/2024		
Will unit price be honored for 90 days if additional devices are ordered within that timeframe?	Yes / No		
Exact Name of Bidding Entity:			
Representative of Entity (Print Name):			

Phone Number:	
Mailing Address:	
Email Address:	
Authorized Signature:	<u>Date</u>