

# Request for Quotation

TELL CITY-TROY TOWNSHIP CHROMEBOOKS

MARCH 10, 2020

**ISSUED BY**

TELL CITY-TROY TOWNSHIP SCHOOL CORPORATION

**REPRESENTATIVE**

JOHN SCIOLDO, SUPERINTENDENT

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# Introduction & Background

Tell City-Troy Township Schools is accepting quotes in response to this Request for Quotation (this “RFQ,” or this “Request for Quotation”) in order to find a qualified source to provide Chromebooks for the Education of students enrolled at Tell City-Troy Township School Corporation.

The objective of this Request for Quotation is to locate a source that will provide the best overall value to Tell City-Troy Township School. While price is a significant factor, other criteria will form the basis of our award decision, as more fully described in the Evaluation Factors section of this Request for Quotation below.

# Submission Guidelines & Requirements

The following submission guidelines & requirements apply to this Request for Quotation:

1. First and foremost, only qualified individuals or companies should submit quotations in response to this Request for Quotation. **Submitters must provide proof they are not debarred from conducting business.**  
[https://www.sba.gov/sites/default/files/forms/form\\_tr1623\\_0.pdf](https://www.sba.gov/sites/default/files/forms/form_tr1623_0.pdf)
2. Bidders intent on submitting a quotation should so notify the representative identified on the cover page no later than April 3, 2020.
3. Bidders must list at least 3 references for purchases that are substantially similar to this purchase as part of their response.
4. A price quotation page must be provided. This price quotation should indicate the overall fixed price and a breakdown of the costs that combine to said overall price.

5. If you have a standard set of terms and conditions, please submit them with your quotation. All terms and conditions will be subject to negotiation.
6. Quotations must be received prior to April 14, 2020 to be considered.
7. Quotations must remain valid for a period of 60 days.

## Product Description

### **The school corporation is currently interested in purchasing:**

(730 EACH) Dell Chromebook 3100 Education (or equal).

Intel Dual Core Celeron Processor

Google Chrome OS

Auto Update Expiration: no sooner than June, 2025

Minimum Memory: LPDDR4, 2400 MHz (4 GB)

Minimum 11.6 HD Display

Minimum 16 GB eMMC Storage

### **Each device must include:**

- 4 year warranty with accidental damage coverage
  - Must include all failures and accidental damage to device
  - Coverage must have unlimited claims
  - Coverage must include liquid spills
  - All shipping and handling for warranty repairs paid by vendor
  - Must provide spare parts to keep on site
  - Must provide hot swap spare devices at no additional cost to corporation
- 4 years theft/loss coverage
- 3 years replacement battery coverage
- White Glove Device Enrollment
  - Enroll devices in customer OUs
  - Unboxing devices and repackaging in bulk containers
  - Asset tagging by serial number

**Total cost should also include:**

- Delivery
- A Google Education Audit provided by Amplified IT (or similar provider. Provide detail).

## **RFQ Timelines**

**The Request for Quotation timeline is as follows:**

Request for Quotation Issued	03.10.2020
Request for Quotation Due:	04.14.2020
Evaluation of Quotes	04.14.2020 through 04.21.2020
Purchase Award / Notification to Unsuccessful Submitters	By 04.24.2020
Delivery and Setup of Chromebooks Completed by:	07.24.2020

# Evaluation Factors

Tell City-Troy Township School Corporation will rate quotations based on the following factors, with cost being the most important factor:

1.	Cost	50 points
2.	Responsiveness to the device specifications set forth in this Request for Quotation	20 points
3.	Warranty As Described	20 points
4.	Relevant past performance/experience	10 points

Tell City-Troy Township School Corporation reserves the right to award to the bidder that presents the best value to Tell City-Troy Township School Corporation as determined solely by Tell City-Troy Township School Corporation in its absolute discretion.