



Oxford School District
224 Bramlett Boulevard
Oxford, MS 38655

(662) 234-3541

www.oxfordsd.org

RFP #010523-1 - 2023 Student Computer Equipment

Proposal Submission Deadline

Thursday, January 5, 2023 – 10:00am

Contact

Mr. Mike Fortenberry, Director of Information Systems
mforten@oxfordsd.org

Oxford School District RFP #010523-1 - 2023 Student Computer Equipment

To All Interested Bidders:

Oxford School District (OSD) desires to purchase laptop and/or tablet computing devices for student use via a reverse auction process. Vendor qualifications and product specifications will be accepted until 10:00am on Thursday, January, 5, 2023, at the OSD Central Office located at 1637 Highway 30 East, Oxford, MS 38655. Submissions may be made by hand, mail or electronically via the Central Bidding website. Submissions received after the deadline will not be accepted or considered. Courier delays are not an acceptable excuse for submissions delivered after the deadline. All submissions must be sealed and clearly marked to avoid disclosure of the contents prior to the official proposal opening date/time. Hand-delivered and mailed proposals must be clearly marked **“RFP #010523-1 - 2023 Student Computer Equipment”**.

Submissions are required to contain un-priced product specifications and options, a product delivery timeline, and complete company contact information (to include valid email address for reverse auction invitation). Both bundled and unbundled pricing options are acceptable.

Approved vendors will be invited to participate in the reverse auction process. Details for this process will be delivered via email to the vendors who are determined to meet all applicable requirements.

Do Not Fax or Email Proposals.

Schedule of Events

Event	Date
RFP Release	December 14, 2022
Advertisement	December 14, 2022 December 21, 2022
Deadline for submission	January 5, 2023 - 10:00am
Vendor/Product Evaluations	January 5, 2023
Vendor Reverse Auction Invitations Issued	January 5, 2023
Reverse Auction	TBD
Bid Award Recommendation	January 23, 2023

OSD reserves the right to reject any or all submitted proposals. The District reserves the right to conduct discussions with bidders whose proposals are determined to be a potential award selection, but proposals may be accepted without such discussions. The award will be made to the bidder submitting the lowest, and best, proposal as determined by the Oxford School District and as approved by the Oxford School District Board of Trustees. The District reserves the right to waive informalities, as it deems appropriate. Vendors may not ship any products without an official Oxford School District purchase order.

Inquiries

All inquiries or correspondence regarding this procurement must be sent via email to Mike Fortenberry at mforten@oxfordsd.org. All questions and answers will be posted on the OSD Requests for Proposals website at <http://www.oxfordsd.org/rfps>.

If a vendor does not receive a response within 48 hours, it is the responsibility of the vendor to call Mike Fortenberry at (662) 234-3541 to confirm that the email was received.

Criteria for Selection

OSD will utilize the following criteria as the basis for proposal evaluations and selection.

Factor	Weight
Total Bid Price	50%
Compatibility with existing infrastructure	25%
Bidder Qualifications	15%
Bidder Experience with Oxford School District	10%
Total:	100%

General Conditions

The following are General Conditions for the equipment to be purchased as outlined in the Technical Specifications.

1. Scope of Work

OSD is considering the purchase of up to 3000 devices in some combination of 13” MacBook Air laptops and 10.9” iPad tablets. Device warranties and other related items may also be considered.

It is the intent of Oxford School District to purchase new products. Proposals will only be considered valid if the quoted items are in new, unused condition. Additionally, OSD desires to purchase the latest version of the specified products.

2. Pricing

Product pricing will be collected during the reverse auction process. All bids submitted during the reverse auction process should include any and all charges, to include, but not limited to, product cost, shipping, handling, transportation, etc. Oxford School District is not responsible for any charges added after the reverse auction closes.

Proposal prices shall remain valid for 90 days after the scheduled reverse auction.

3. Delivery of Equipment

Delivery must be scheduled in advance with the Oxford School District Technology Department by calling 662-234-3541 during normal business hours of 7:30am to 4:30pm (Central Time), Monday-Friday.

4. Modifications

Modifications to this RFP are not permitted without prior written approval from Oxford School District.

Product Specifications

1. 13” MacBook Air laptop computer, or equivalent

Specifications

- M1 chip with 8-core CPU, 7-core GPU and 16-core Neural Engine
- Memory: 8GB
- Storage: 256GB SSD
- Input: Touch ID
- Thunderbolt: Two Thunderbolt / USB 4 ports
- Trackpad: Force Touch trackpad
- Display: 13-Inch Retina display with True Tone
- Space Gray
- AppleCare+ for Schools – MacBook Air (no service fees), 3-year

2. 10.9” iPad tablet computer, or equivalent

Specifications

- A14 Bionic Chip with 6-core CPU, 4-core graphics, 16-core Neural Engine
- 10.9” Liquid Retina display
- Storage: 64GB
- Wifi only
- Finish: Silver
- AppleCare+ for Schools for iPad, 3-year