



Request for Proposal (RFP) - Chromebooks and Google Management Licenses

Date: 6/14/23

Subject: Request for Proposal - Chromebooks, Warranty, White Glove and Google Management Licenses

Introduction: Moss Point School District (MPSD) is seeking proposals from qualified vendors to provide and deliver eight hundred (800) Chromebooks, 4 Year ADP Warranty, White Glove and the associated Google management licenses. The purpose of this Request for Proposal (RFP) is to identify a vendor who can meet the technical requirements, deliver high-quality products, and provide exceptional service and support.

1. Proposal Submission: Interested vendors are requested to submit their unpriced bid proposals no later than 2:00 pm CST on Thursday, July 27th, 2023, by electronic submission. The proposals should be submitted via the Central Bidding platform at www.centralbidding.com. For any questions relating to the electronic bidding process, please contact Central Bidding at 225-810-4814. Reverse Auction starts on Friday, July 28th 2023 at 2PM.
2. Project Overview: MPSD intends to enhance its digital learning environment by procuring eight hundred (800) Chromebooks, 4 Year ADP, White Glove and the necessary Google management licenses. The project aims to provide students and teachers with access to reliable and efficient devices for educational purposes.
3. Specifications: The desired Chromebooks, ADP Warranty, White Glove and Google management licenses should meet the following specifications:

Chromebooks:

- Quantity: 800 units
- Description: ASUS Chromebook CR2 11.6" Celeron N5100 - 4GB RAM - 32GB eMMC/
- Specifications: ASUS YZ142, Intel Celeron N5100/1.1GHz, 4GB RAM, 11.6" 1366 x 768 Screen, Wi-Fi 6.

Warranty:

- Warranty: ADP 4 Year - Extended Warranty with Accidental Damage Coverage. Repair Depot.

Google Chrome Education Management Licenses:

- Quantity: 800 licenses
- Description: Licenses to manage and administer Chromebook devices efficiently using Google's management console, including device enrollment, configuration, security settings, and software updates.
- Support: Ensure seamless management and monitoring of the Chromebook fleet.

White Glove:

- The device will be thoroughly inspected for physical damage or blemishes
- The device will be enrolled to the customer's domain by performing enterprise enrollment and validation
- The successfully configured device will be re-boxed for shipment

4. Proposal Guidelines: Interested vendors are requested to provide the following information as part of their proposal:

a. Company Profile:

- Provide a brief overview of the vendor's company, including years of experience, relevant certifications, and expertise in delivering educational technology solutions.

b. Technical Solution:

- Describe the proposed Chromebook model and its suitability for educational environments. Explain how the Chromebooks, Warranty and Google management licenses meet the district's requirements and support digital learning initiatives.

c. Implementation Plan:

- Outline the proposed implementation plan, including timelines, milestones, and any specific requirements from MPSD. Describe the process for device setup, enrollment, and configuration.

d. Pricing:

- **Pricing should not be included in the un-priced bid proposals.** Un-priced proposals will be evaluated first, and vendors submitting acceptable offers will be invited to submit priced bids separately.

e. Warranty and Support:

- Describe the warranty terms and support services offered by the vendor. Include information on technical support availability, response times, and any additional services or training available. (Pickup and Return Support with ADP requested.)

f. References:

- Provide a list of at least three references from educational institutions for whom similar projects have been completed. Include their contact information and a brief description of the projects.
5. Evaluation Criteria: The proposals will be evaluated based on the following criteria:
- Compliance with technical specifications
 - Solution's ability to meet project objectives
 - Vendor's experience and reputation
 - Warranty and support offerings
 - References
6. Timeline: August 2023

Bid Evaluation

Bids are requested on the items and/or equipment as hereinafter specified. Bidders are cautioned that any/all information furnished or not furnished on this bid may be used as a factor in determining the award of this contract.

Failure to execute/sign a bid prior to submission shall render the bid invalid. Late bids are not acceptable.

BIDDER:		Federal Tax ID or Social Security No:	
Street Address:			PO Box:
City, State, Zip:	Telephone No:	Fax No:	
Type or Print Name & Title of Person Signing:			Date:
Authorized Signature:			E-Mail:

Offer valid for 30 days from date of bid opening unless otherwise stated here:_____days (See Instructions to Bidders, Item 5).

Basis for Rejection

Moss Point School District (MPSD) reserves the right to reject any and all offers, in whole or in part, by deeming the offer unsatisfactory as to quality or quantity, delivery, price or service offered: non-compliance with the requirements or intent of this solicitation; lack of competitiveness; error(s) in specifications or indications that revision would be advantageous to Moss Point School District; cancellation or other changes in the intended project, or other determination that the proposed requirement is no longer needed; limitation or lack of available funds; circumstances that prevent determination of the best offer; or any other determination that rejection would be in the best interest of Moss Point School District

Budgetary Limitations

Should it become necessary, based upon budgetary limitations, MPSD reserves the right to reduce or increase quantities. Therefore, bidders must include freight in the “each” pricing for each line item, as well as identifying a per-unit installation cost for each line item if applicable.

Timeline for Complete Order

MPSD reserves the right to order portions of the total items in phases, not to exceed three (3) months from the date the bid is awarded. The price listed must be offered to Moss Point School District for the duration of three (3) months for additional orders of the product listed in this bid.

Delivery and Installation

Items called for herein will be furnished, delivered, off-loaded, and left ready for use in accordance with the requirements stated herein. All items must be preassembled upon arrival. All shipping cartons, packages, etc. must include the applicable MPSD purchase order number clearly marked on the package or included on a packing slip/list with the package. MPSD reserves the right to consider the delivery time offered as a factor in the award of the contract.

Deviations

Deviations from specifications and requirements must be documented on a separate sheet and attached to your bid. Item(s) offered is (are) in strict compliance with these specifications and requirements, and the successful bidder will be held responsible, therefore. Bidder is advised that the response (or lack thereof) on this question does not take precedence over specific responses or non-responses provided elsewhere in this bid.

Late Bids

Regardless of the cause, a late bid will not be accepted and will automatically be disqualified from consideration. It shall be the Vendor's sole risk to ensure delivery at the designated office by the designated time. Late bids will not be opened and may be returned to the Vendor at the expense of the Vendor or destroyed if requested.

Award Notification

After the bids have been evaluated and an award has been made, each vendor who submitted a bid will be notified of the award. The award may not be made for several weeks dependent upon the complexity of the acquisition and the length of time to complete the evaluation process.

CONTRACT PROVISIONS REGARDING THE USE OF FEDERAL FUNDS

The Contractor is notified that this project will be financed with federal funds. The Contractor shall ensure that all subcontracts and other contracts for goods and services for a federally-funded project have the mandated provisions of this directive in their contracts. By submission of a proposal, the Contractor agrees to comply with the following provisions. Failure to comply with any and all provisions herein may be cause for the contracting agency to issue a cancellation notice to a contractor.