

Request for Proposal

2023-2024 E-Rate Firewall Licensing Project

Tate County School District

NOTICE TO BIDDERS

Notice is hereby given to interested bidders that the Tate County School District will receive written, sealed bids until the hour of 9:00 AM on January 30, 2023, at the Tate County School District Central office at 574 Parkway, Coldwater, MS. Bids will be opened at 10AM on January 30, 2023 in the Boardroom or other designated area of the Tate County School District Central Office.

2023-2024 E-Rate Firewall Licensing Project

The Tate County School District wishes to purchase a multiyear firewall license for its existing Watchguard Model M4600 (Software Edition Firewire XTM Pro).

The proposal must guarantee performance sufficient to fulfill the needs of the Tate County School District as requested within this RFP. After implementation of the successful vendor's proposal, if additional equipment, cabling or labor is needed, the vendor will bear all costs necessary to satisfy the requirements of this RFP. There should be no recurring costs for further functionality.

A single bidder will be chosen to complete this project.

Bids will be due at 9AM on January 30, 2023. Electronic bids will be due at the same time. For more information, please contact Rogers Smith (rsmith@tcsdms.org).

Project Scope

TCSO seeks to renew licenses necessary to continue the operation of their existing Watchguard Firewall:

Make	Watchguard Firewall Model	Description	Quantity
Watchguard	M4600	3 year (WG460353) or 5 year (WG460355)	1

License renewal should begin Nov 30, 2023. We seek pricing for three and five-year licenses and will determine the most appropriate fit for the district. Bids should clearly delineate E-Rate eligible charges from ineligible charges.

There is no requirement for a walkthrough for this project.

Your response must include the following information:

1. Line-item pricing for each item for three years and five years. Any discounting applied to your proposal must be reflected at the line-item level. This information must be provided in spreadsheet form.
2. In the case of proposed equivalent products, a thorough technical description of how each product from the manufacturer being bid meets each of the required functionalities of the product listed below.
3. Information outlining your company's certifications and connections regarding the manufacturer's equipment being bid, and length of time your company has provided equipment from the manufacturer being bid.
4. Two (2) reference sites where your company has performed a similar installation of the equipment being bid, including business name, contact name and contact information. It is preferable that at least one reference should be for a school corporation or library system within 90 miles of the District.
5. Your E-Rate SPIN Number. (You must have a current SPAC form on file with USAC.)
6. A ready-to-execute contract which includes the proposal requirements and the E-Rate contingencies outlined herein.

TCSD's review of information will be primarily focused on the substance of the details provided in response to the requirements herein including but not limited to technical details, pricing and terms, experience, references, and adherence to the response format provided. Line-item pricing must be provided for each item listed in the bid (any discounting in pricing on the bid must be reflected at the line-item level).

GENERAL

Provide internal connections as specified herein.

The specifications herein are provided to convey the intent of the systems and upgrades and do not indicate every cable or component necessary for the complete system that the proposing vendor shall provide.

Prices quoted shall be all-inclusive (including all applicable taxes, shipping costs, installation of equipment, training, technical support and trash removal) and represent complete installation and integration with the existing network where necessary. Prices quoted in the vendor's response will remain in effect for a period of twelve (12) months from the time of the contract signing.

Omissions in the proposal of any provision herein described shall not be construed as to relieve the vendor of any responsibility or obligation to the complete and satisfactory delivery, operation and support of any services.

Should the vendor have questions or find discrepancies in, or omissions from this RFP, or shall be in doubt of its meaning, the vendor shall at once notify Tate County School District. All questions should be addressed to Rogers Smith as outlined below. The preferred mode of contact is via email.

Rogers Smith
Technology Director
Tate County School District
574 Parkway
Coldwater, MS 38618
rsmith@tcsdms.org
662-562-5861 (office)

Questions must be submitted to the email address rsmith@tcsdms.org. If a response is not received within 24

hours, it is the responsibility of the respondent to call Rogers Smith at 662-562-5861 (office) to confirm receipt of the message.

All questions and responses will be posted immediately on the District's E-Rate RFP Procurement page at www.tatecountyschools.org. It is the sole responsibility of the respondent to visit this page prior to bid submission to ensure they have the latest information. Any modifications or clarifications will be posted as an addendum on the Tate County School District website.

BID SUBMISSION INSTRUCTIONS

Bids will be opened at 10:00 a.m. on January 30, 2023, in the boardroom or other designated area in the Tate County School District Central office at 574 Parkway, Coldwater, MS. Non electronic bids must be submitted in a sealed envelope clearly marked as follows:

"2023-2024 E-Rate Firewall Licensing Project"

Envelopes not so marked will remain sealed. This is not necessary for electronic bids.

The Tate County School District Board of Trustees or Superintendent reserves the right to reject any and/or all bids and waive any informalities.

The first page showing in the bid submission packet must be Attachment A so the total bid price may be easily seen for the bid tabulation. Failure to comply may result in bid disqualification.

Bids must include the following:

Attachment A Completed and Signed by the bidder.

(THIS PAGE MUST BE THE FIRST PAGE IN THE BID SUBMISSION DOCUMENTATION)

Attachment B Completed.

"Tate County E-Rate Fiber Project" should be clearly marked on the face of the envelope as well as the opening date of January 30, 2023.

It is the sole responsibility of the respondents to ensure their responses arrive in a timely manner. Late arrivals will be rejected. The Tate County School District is not responsible for delays of any commercial carrier or delays incurred by the respondents. Oral, telephone, or telegraphic bids will not be considered. Signatures on the proposals shall be in longhand and executed by a principal duly authorized by the vendor to make a contract.

Certificate of Responsibility

- A. Each Bidder submitting a bid in excess of \$50,000 on public projects must show on his bid and on the face of the envelope containing the bid, his Certificate of Responsibility Number, as required by Section 31-3-5 and 31-3-21 (latest edition) Mississippi Code of 1972. If the bid does not exceed the amount of \$50,000 on public projects, a notation so stating must appear on the face of the envelope. When multiple contractors submit a joint venture bid in excess of \$50,000.00 on public projects, a Joint Venture Certificate of Responsibility Number is required on the bid and face of the envelope. If the Joint Venture has not Joint Venture Certificate of Responsibility number, then each member of the Joint Venture must indicate their individual Certificate of Responsibility numbers on the bid and on the face of the envelope.
- B. No bid will be opened, considered or accepted unless the above information is given as specified. Sufficient evidence that said Certificate of Responsibility has been issued and is in effect at the time of receiving bids must be submitted when required by the Owner. Likewise, it shall be the responsibility of the Prime Contractor to require a Certificate of Responsibility Number from any subcontractor where applicable.

Spreadsheet format parts list for EPC

Tate County School District requires, in addition to the printed copy, a digital form of the bid that has the parts listed in a format that can be copied and pasted into the EPC portal. A spreadsheet is preferred. This prevents typos and discrepancies from delaying the E-rate process.

Electronic bids shall have the same information included as paper bids. Submission instructions can be obtained from the Tate County School District.

EVALUATION METHODOLOGY

The Tate County School District Board of Trustees or Superintendent will award a contract based on the vendor submission that best meets the needs of the school system with regard to the current Technology Plan, future growth, RFP specifications, and not necessarily the lowest price even though price will be the priority factor. Due to the nature and diversity of the proposals, a significant amount of time may be required to determine which proposal provides the best option for The District. The possibility is that the best option will involve district purchased equipment that may or may not be E-Rate eligible or may or may not be part of this proposal could significantly delay the evaluation process. The evaluation process will not be complete until The District has determined the best proposal based on all factors.

The following factors will be considered when evaluating responses:

- Price of goods and services. (90%)
- Preference will be given for prior positive experience with the Vendor. (5%)
- Preference will be given to Mississippi based vendors. (5%)

Financing

This project will be funded from E-Rate Funds. This project is subject to funding availability and contingent upon E-Rate funding.

Vendor Qualifications

The Tate County School District may make such investigations as deemed necessary to determine the ability of the bidder or subcontractors or suppliers to perform the work, and the bidder shall furnish to the Tate County School District all such information and data for this purpose as the Tate County School District may request. The Tate County School District reserves the right to reject any bid if the evidence submitted by or investigation of such Bidder fails to satisfy the Tate County School District that such bidder is properly qualified to carry out the obligations of the contract and/or to complete the work contemplated therein within the time required.

The bidder is specifically advised that any person, firm or other party to whom it proposes to award a subcontract or purchase order under this contract must be acceptable to the Tate County School District.

The successful vendor (contractor) must have or be certified with the following:

- Be able to supply all products and services.
- Be an authorized dealer in the State of Mississippi for all products.