**New Albany School District**

**2018 Digital Learning Professional Development**

**Request for Proposals**

**General Requirements:**

The New Albany School District is seeking quotations for Apple Devices Professional Development:

* No bids may be withdrawn after the scheduled closing time for the receipt of bids for a period of 90 days. The owner reserves the right to reject any or all bids and to waive informalities.
* All bids must be emailed to Robert Garrett – rgarrett@nasd.ms

**Inquiries**

**Date(s)**

All correspondence and inquiries regarding this RFP must be done via Email: rgarrett@nasd.ms

If a vendor does not receive a response within 48 hours, it is the responsibility of the vendor to call Robert Garrett at 662-316-7895 and confirm that the email message was received.

**Basis of Award:**

1. Overall quality of proposal.
2. Vendor’s qualifications, knowledge, experience, past work and

functionality of previous 1:1 installations.

1. Price of proposal.

***The New Albany School District reserves the right to reject all or none, and the right to award by line item.***

**I. General Conditions**

The following are the General Conditions for the work to be performed as outlined in the Detailed Specifications.

**Scope of the Professional Development:**

* **New Albany Schools need 4 one-day comprehensive and on-site iPad, Apple TV, and MacBook Air training that will consist of 8-hours for Elementary School Teachers.**
* **New Albany Schools need 1 two-day comprehensive and on-site iPad, Apple TV, and MacBook Air training that will consist of 8-hours for Elementary School Teachers on two consecutive days.**
* **The trainings should include but are not limited to:**
	+ **Pages**
	+ **Keynote**
	+ **Explain Everything**
	+ **iMovie**
	+ **Intervention opportunities for School interventionist.**

***Service providers/vendors may respond to this proposal by individual item.***

**3. Prices:**

Bids, unless otherwise specified, shall be net, including transportation and handling charges fully paid by the vendor. All prices must: (1) be shown clearly, (2) be firm prices and free of any escalator, and (3) include all applicable taxes. The New Albany School District will furnish a tax exemption letter for State and Federal taxes where applicable.