County of Henry

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MEMBER OF
VAGP
NIGP

PURCHASING DEPARTMENT

SEPTEMBER 12, 2016
REQUEST FOR PROPOSAL
RFP # 16-09223-A181
HENRY COUNTY PURCHASING DEPARTMENT

The Henry County Schools solicits firms to submit proposals for "**Desktops & Standard Laptops for Students and Teachers**." The **original** and **three (3)** submittals **(FOR A TOTAL OF FOUR (4) PROPOSALS),** marked **"Desktops & Standard Laptops for Students and Teachers" RFP #16-09223-A181** will be received in a sealed envelope not later than **3:00 p.m., Local Prevailing Time, SEPTEMBER 22, 2016, in the:**

Purchasing Department, Room 210
Attn: Carole Jones, Chief Purchasing Agent
Henry County Administration Building
P.O. Box 7, Collinsville, VA 24078 (Postal Service) or
3300 Kings Mountain Road, Martinsville, VA 24112 (UPS or FedEx).

Facsimile and/or electronic proposals will not be accepted. Proposals received after the announced time and date of receipt, by mail or otherwise, will be returned unopened. Nothing herein is intended to exclude any responsible firm or in any way restrain or restrict competition.

On the contrary, all responsible firms, local, faith-based, minority-owned and female-owned are encouraged to submit a proposal.

The County/PSA reserves the right to reject any or all of the proposals, to waive informalities and to award in part or in whole any or all proposals. Any proposal submitted MUST be signed by an individual authorized to bind the offeror.

Enclosed is a ***"Proposal Requirements and Non-Collusion Statement"*** that must be signed and returned with the proposal or proposal may be rejected.

If you desire not to quote on this proposal, please forward your acknowledgement of NO PROPOSAL SUBMITTED to the above address. Otherwise, your name shall be removed from our bidders list after three (3) non-responses.

Contract Period

A notice of award will be signed and publicly posted once this RFP has been approved. The date on the notice of award will be when the RFP becomes effective (not date of service). Initial contract shall be for 9-months beginning around October 1, 2016 and ending June 30, 2017. However, the County of Henry reserves the right to negotiate each year with awarded vendor for four (4) additional 1-year terms starting each year on July 1. In addition this contract could last until June 30, 2021. Under the VA Procurement Act, the County/PSA reserves the right to negotiate extending this contract for not more than one (1) additional year after original contract terms. **The above terms shall override any other written terms in this RFP and/or verbal comments made during negotiations, unless authorized by Chief Purchasing Agent.**

Piggy Back Clause

This contract shall be available for piggy backing for any other state and local agency or government agency.

Illegal Aliens

Vendor promises they will not hire illegal aliens. By signing this proposal document the vendor confirms this promise.

Permits/Licenses

Vendors shall be responsible for acquiring all the proper permits/licenses required by local and state authorities in conjunction with this proposal. Proposal prices shall include these fees and no additional costs are to be accessed to the County/PSA. Vendor's attention is directed to the requirements of title 54, chapter 11, of the code of Virginia pertaining to registration of contractors.

Contact for RFP

Please contact Rob Landon at 276-634-4780 for any questions pertaining to this RFP.

RFP# 16-09223-A181 **SPECIAL TERMS AND CONDITIONS**

During the performance of any contract awarded pursuant to this RFP, the contractor agrees as follows:

A. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, or national origin, or handicaps, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the operation of the contractor. The Contractor agrees to post in conspicuous places, available to provisions of this nondiscrimination clause.

B. The Contractor, in all solicitations or advertisements for employees placed on behalf of the contractor, will state that such contractor is an equal opportunity employer.

C. Notices, advertisements, and solicitations placed in accordance with federal law, rule or regulations shall be deemed sufficient for the purpose of meeting the requirements of this section.

The Contractor shall include in provisions of the foregoing paragraph A, B, and C in every subcontract or purchase order over $5,000 so that the provisions will be binding upon each subcontractor or vendor.

PROPOSAL REQUIREMENTS AND NON-COLLUSION STATEMENT

My signature certifies that the proposal as submitted complies with all Terms and Conditions as set forth.
My signature also certifies that the accompanying proposal is not the result of, or affected by, any unlawful act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud punishable under Title 18.2, Chapter 12, Article 1.1 of the Code of Virginia as amended. Futhermore, I understand that fraud and unlawful collusion are crimes under the Virginia Governmental Frauds Act, the Virginia Bid Rigging Act, and Virginia Antitrust Act, and Federal Law, and can result in fines, prison sentences, and civil damage awards.

I hereby certify that I am authorized to sign as a Representative for the Firm:

NAME OF FIRM _____

ADDRESS _____

_____

SIGNATURE _____

NAME (TYPE/PRINT) _____

TITLE _____

DATE _____

TELEPHONE( ) _____

FAX( ) _____

RFP# 16-09223-A181

THE 2007 SESSION OF THE VIRGINIA GENERAL ASSEMBLY, PASSED THE HB 1707/SB 1346 BILL, EFFECTIVE ON JULY 1, 2007. HENRY COUNTY IS REQUIRING ALL VENDORS TO ABIDE BY THE FOLLOWING NEW LEGISLATION.

> HB 1707/SB 1346
> PROVIDES THAT AS A CONDITION OF AWARDING A CONTRACT FOR THE PROVISION OF SERVICES THAT REQUIRE THE CONTRACTOR OR HIS EMPLOYEES TO HAVE DIRECT CONTACT WITH STUDENTS ON SCHOOL PROPERTY DURING REGULAR SCHOOL HOURS, THE SCHOOL BOARD MUST REQUIRE THE CONTRACTOR TO PROVIDE CERTIFICATION THAT ALL EMPLOYEES WHO WILL HAVE DIRECT CONTACT WITH STUDENTS HAVE NOT BEEN CONVICTED OF A FELONY OR ANY OFFENSE INVOLVING THE SEXUAL MOLESTATION OR PHYSICAL OR SEXUAL ABUSE OR RAPE OF A CHILD. THE BILL ALSO PROVIDES THAT THE REQUIREMENT BE WAIVED IN EMERGENCY SITUATIONS WHEN IT IS REASONABLY ANTICIPATED THAT THE CONTRACTOR OR HIS EMPLOYEES WILL HAVE NO DIRECT CONTACT WITH STUDENTS.

PLEASE INDICATE APPROPRIATE BOX BELOW.

_____ I AGREE TO ABIDE BY THIS LEGISLATION HB 1707/SB 1346.

_____ THIS LEGISLATION DOES NOT APPLY TO THIS SOLICITATION.

THE AWARDED VENDOR MAY BE REQUIRED TO PROVIDE ADDITIONAL PAPERWORK BUT ONLY A SIGNATURE IS NECESSARY AT THIS TIME.

_____ _____
AUTHORIZED VENDOR SIGNATURE DATE

_____
COMPANY NAME

_____
PRINTED NAME AND TITLE

RFP# 16-09223-A181

Subcontractor Information

Must fill form out completely even if no subcontractors are being used.

You must check appropriate box below and list any subcontractors that will be used for this **RFP# 16-09223-A181** for **Desktops & Standard Laptops for Students and Teachers**.

_____I will be using subcontractors. (See list below)

_____I may or may not be using subcontractors. Not sure at this time. If you are the awarded vendor, you are responsible for contacting Commissioner of Revenue's Office at (276-634-4691) with subcontractor information. Payment of invoices is contingent upon receiving required information.

_____I will not be using subcontractors.

1.) Subcontractors Company Name_____

Contact Person _____Telephone # _____

2.) Subcontractors Company Name_____

Contact Person _____Telephone # _____

3.) Subcontractors Company Name_____

Contact Person _____Telephone # _____

4.) Subcontractors Company Name_____

Contact Person _____Telephone # _____

5.) Subcontractors Company Name_____

Contact Person _____Telephone # _____

6.) Subcontractors Company Name_____

Contact Person _____Telephone # _____

Vendors Company Name _____

Vendors Authorized Signature _____**Date:** _____

Vendors Telephone #_____ **Federal ID #** _____

*Note- Add a separate sheet if you need additional space for subcontractors

Overview:

Henry County Public Schools is seeking proposals for desktops, standard laptops for students and laptops for teachers (see specifications).

Additional Items and More than one Vendor:

Henry County schools reserves the right to purchase additional products and services throughout the duration of this contract/RFP that are related to computers, peripherals, repairs and servers. Henry County also reserves the right to award this contract/RFP to multiple vendors.

Scope:

Each vendor shall provide detailed information regarding its custom configuration deployment and inventory management. Hardware specifications are listed below and on the attached pages.
**Please identify any items on which you could not meet the minimum specifications.

Evaluation Criteria:

Proposals will be evaluated on the following:

Price	30%
Service	25%
Warranty	15%
Deployment Plan	15%
Inventory Management	15%

Student Laptop Minimum Requirements 2016

Non-Touch 13.3" 16:9 HD (1366x768) Display
4th Generation Intel Core i3-5005U (Dual Core, 2.0GHz, 3M cache,15W)
Intel Integrated HD Graphics
Windows 10 Pro
4GB Memory
250GB2 7200RPM Hard Disk Drive
Integrated Gb Ethernet Port (RJ-45)
Intel® 2X2 Dual Band Wireless-AC 7260 802.11AC Wi-Fi + BT 4.0 LE Wireless Card
Bluetooth 4.0
2 USB 3.0 Ports
Headset/mic combo jack
HDMI port
Multi-touch Touchpad
6 Cell Battery with Extended 4 Year Warranty
Power Adapter

4 Year Next Business Day Onsite Service
4 Year Accidental Damage Protection
Guaranteed 12 month lifespan (guarantee that first and last ordered within 1 year would be identical)
Windows 10 Pro Installation Media
Drivers and Applications Installation Media
Microsoft Office Professional Plus 2016 OLP License

Teacher Laptop Minimum Requirements 2016

Non-Touch 14" 16:9 HD (1366x768) Anti-Glare LED Display
4th Generation Intel Core i5-6200U (Dual Core, 2.3GHz, 3M cache, 15W)
Intel Integrated HD Graphics
Windows 10 Pro
8GB Memory
500GB Solid State Hybrid Drive
Integrated Gb Ethernet Port (RJ-45)
Intel® Dual-Band Wireless-AC 8260 Wi-Fi + BT 4.1 Wireless Card (2x2)
Bluetooth 4.1
3 USB 3.0 Ports
Headset/mic combo jack
HDMI Port
VGA Port
SD 4.0 Card Reader
Multi-touch Touchpad
6 Cell Battery with Extended 4 Year Warranty
Power Adapter
4 Year Next Business Day Onsite Service
4 Year Accidental Damage Protection
Guaranteed 12 month lifespan (guarantee that first and last ordered within 1 year would be identical)
Windows 10 Pro Installation Media
Drivers and Applications Installation Media
Microsoft Office Professional Plus 2016 OLP License

Desktop Minimum Requirements 2016

Small Form Factor Desktop
4th Generation Intel Core i5-6500 Processor (Quad Core, 6MB, 4T, 3.2GHz, 65W)
Intel Integrated Graphics
Internal 8x DVD +/- RW Drive
19 Inch Display 1366x768 Resolution
Windows 10 Pro
8GB Memory
500GB Solid State Hybrid Drive
Integrated Gb Ethernet Port (RJ-45)

4 USB Ports on Front (at least 2 shall be USB 3.0)
6 USB Ports on Rear (at least 4 shall be USB 3.0)
2 DisplayPorts
1 HDMI Port
Front Headphone and Microphone Jacks
Rear Microphone and Speaker Jacks
Internal Speaker
Full Size 104 Key USB Keyboard
USB Optical Mouse with Scroll Wheel
4 Year Next Business Day Onsite Service
Guaranteed 12 month lifespan (guarantee that first and last ordered within 1 year would be identical)
180W Power Supply
Windows 10 Pro Installation Media
Drivers and Applications Installation Media
Microsoft Office Professional Plus 2016 OLP License
550VA UPS

Option 1: Intel® Dual Band Wireless 8260 (802.11ac) + Bluetooth

Additional Information and Contact:

Henry County Public Schools may request a demo of proposed equipment and vendor must be willing to present if asked. All questions regarding this request for proposal shall be directed to Mr. Rob Landon at 276-634-4780 or Rob@henry.k12.va.us.