

Requests for Proposal
Norwalk Public Schools
125 East Avenue
Norwalk, CT 06852

Notebook Computers

Norwalk Public Schools is inviting request for proposals from authorized vendors to provide up to 600 Thinkpad 11e Notebook computers for classroom instruction.

Proposals will be accepted until **August 4, 2014, 2:00p.m.** at which time they will be opened. No proposal received after that time will be considered. The Proposer assumes the risk of any delay in the mail or in the handling of the mail by employees of the Norwalk Public Schools whether sent by mail or by means of personal delivery, the proposer assumes responsibility for having its proposal received by Norwalk Public Schools on time at the place specified.

All proposals must be sealed and must be submitted in a plain opaque envelope. All proposals must be addressed to:

Karen Bartron
Purchasing Agent
Norwalk Public Schools
125 East Avenue
Norwalk, CT 06852.

The proposal label must be clearly marked:

Notebook Computers, RFP, August 4, 2014.

Telephone quotations or amendments will not be accepted at any time. All materials submitted will become property of the District.

The Norwalk Public Schools may make any investigation necessary to determine the ability of the Proposer to meet the needs of this proposal. The Proposer shall furnish any additional information that the District shall request in order to make a determination of a proposal award.

The Norwalk Public Schools reserves the right to consider cost, experience and service history in the award of this proposal. The Norwalk Public Schools reserves the right to waive technical defects in proposals, to reject any or all proposals, in whole or in part, and to make such awards in whole or in part, to re-advertise and invite new proposals; to modify

proposals based upon negotiation with the proposer(s); that is in its judgment will be in the best interest of Norwalk Public Schools even if such proposal is not the least cost proposal. The Norwalk Public Schools also reserves the right to discuss the proposal with one or more proposers and to make such modifications as the Norwalk Public Schools, in its sole discretion, deems to be in its best interests.

The Notebooks need to include as separate line items pricing for:

- 1) Per-unit cost
- 2) Imaging of Notebooks for the Norwalk Public School Domain
- 3) Notebook sleeve.
- 4) Extended Warranty

The awarded vendor must supply all new equipment; no refurbished equipment will be accepted.

The expected award of the bid will be in August.

The Notebooks will be delivered directly to City Hall 125 East Avenue Norwalk CT, attention: IT Department.

Award of bid will be based upon the following criteria:

- Ability to deliver a complete package
- Flexibility of the vendor to work with the school district
- Pricing
- Availability (Delivery)
- Vendor Experience

Vendors should provide a brief narrative of past experiences with Norwalk Public Schools or references of other school districts.

Specifications:

- Thinkpad 11e, Part #20DAS00000
- 11.6 inch display
- Full size keyboard
- Intel processor
- 4GB memory
- 320GB hard drive
- VGA out (if VGA is unavailable an adapter must be supplied)
- Internal 802.11n Wireless
- USB 2.0 and/or USB 3.0 compatible
- Minimum 6.0 hours batter life
- Includes a wired network port.

Request for Proposal Response Sheet

The Notebooks need to include as separate line items pricing for:

Quantity:	Up to 400	Up to 500	Up to 600
1) Per-unit cost	_____	_____	_____
2) Imaging of Notebooks for the Norwalk Public School Domain	_____	_____	_____
3) Notebook sleeve	_____	_____	_____
4) Extended Warranty	_____	_____	_____
Total per unit price	_____	_____	_____
Extended Price (Total)	_____	_____	_____

Manufacturer Name and model of unit _____

Delivery Date: _____

Name of Company _____

Address _____

Prepared by (printed Name) _____

Title _____

Authorized Signature: _____ Date: _____

Phone #: _____ Fax #: _____ Email: _____

REFERENCES:

1. FIRM NAME: _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE: _____

RESPONSIBLE COMPANY AGENT:

NAME: _____

TYPE OF OPERATION (Bank, School, Industrial, etc.) _____

2. FIRM NAME: _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE: _____

RESPONSIBLE COMPANY AGENT:

NAME: _____

TYPE OF OPERATION (Bank, School, Industrial, etc.) _____

3. FIRM NAME: _____

ADDRESS: _____

CITY, STATE, ZIP CODE: _____

TELEPHONE: _____

RESPONSIBLE COMPANY AGENT:

NAME: _____

TYPE OF OPERATION (Bank, School, Industrial, etc.) _____
