

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

Desktop Workstations

**Norwalk Public Schools is inviting request for proposals from authorized vendors to provide up to 60 Desktop Workstations per the enclosed specifications.**

Proposals will be accepted until **May 28, 2015, 2:00 p.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:

**Desktop Workstations May 28, 2015, 2:00p.m.**

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

The units will be delivered directly to City Hall 125 East Avenue Norwalk CT, attention: IT Department. Delivery of units will be in July, 2015.

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 and References
- Any other criteria that the District may deem pertinent

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

### **Specifications:**

#### Computer Workstation PLTW

≥ 19.5" Widescreen Monitor

Processor Intel® Xeon®, i5 or i7 processor

RAM 8 GB min for 64 bit processor

Hard Drive 500 GB + Hard Drive

Video Card 1 GB recommended dedicated RAM or greater DirectX (Direct3D) Capable graphics card supporting 1280 x 1024 screen resolution

USB Ports: 2 minimum

LAN/VGA Ports: 1 each

Optical Drive DVD-ROM Drive

Keyboard: Precision keyboard with number pad

Operating System Windows 7 or Windows 8, 64 bit operating system

Network Must have network connectivity (wireless and/or wired)

Warranty: Manufacturer's warranty – 3 year included in pricing

Extended Warranty – To include all parts and labor for repairs—list beyond the manufacturer's warranty period (one year or longer).

## Request for Proposal Response Sheet

Quantity:	40 Units	60 Units
1) Per-unit cost	_____	_____
2) 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.) \_\_\_\_\_

\_\_\_\_\_