



LOS LUNAS SCHOOLS®

Every Student Matters. Every Moment Counts.

LOS LUNAS SCHOOLS
RFQ 2023-001-HR
FOR PURCHASE AND DISPOSAL OF USED TECHNOLOGY EQUIPMENT
AMENDMENT NO. 1
DATE: AUGUST 16, 2022

RFQ No.: 2023-001-HR

RFQ Due: Tuesday, August 30, 2022

Time: 2:00 PM Local Time

Where: Los Lunas Schools
Administration Offices
PO Drawer 1300 (if mailed)
119 Luna Avenue (if hand-delivered)
Los Lunas, NM 87031

For Additional Information Please Contact:

Heather Rindels, Purchasing Agent
505-866-8259 Phone
505-866-8262 Fax
Email: hrindels@llschools.net

**FOR PURCHASE AND DISPOSAL OF USED TECHNOLOGY EQUIPMENT
FOR
LOS LUNAS SCHOOL DISTRICT
RFQ NO. 2023-001-HR
RFQ Amendment No. 1
August 16, 2022**

The above referenced RFQ #2023-001-HR has been amended as follows:

1. Pre-Proposal Conference Questions & Answers

1. Is this RFQ just to get on the list to bid on the used IT equipment?

Yes

2. Is there an item/specification list with all of the equipment the school is looking to sell?

No

3. You say that we need to have a business license in NM, however, we don't have a physical location and when we receive product form there we use 3rd party transportation companies that are licensed. Do we still need to have a business license in NM for this bid?

No. Offerors are no longer required to have a NM business license.

2. RFQ has been amended to eliminate the NM business license requirement as follows:

i. III. Response Format and Organization

C. Proposal Format

1. Proposal Construction

Now Reads:

All proposals must be printed on standard 8 1/2 x 11 paper (larger paper is permissible for charts, spreadsheets, etc.) and placed within a binder with tabs delineating each section. Each proposal should be organized and indexed in the following format and must contain, as a minimum, all listed items in the sequence indicated with a tab for each item listed below.

- A. Letter of Transmittal Form (See Appendix D)
Must be completed, signed and turned in with Offeror's proposal
- B. Table of Contents
- C. Mandatory Requirements (Page 16-17)
 - 1. General Performance Requirements
 - 2. Certificate of Liability Insurance
 - 3. Campaign Contribution Disclosure Form (See Appendix E)
 - ~~4. NM Business License~~
 - 5. Proof of Sam.Gov Registration
 - 6. Proof of R2 and/or E-Steward Certification
 - 7. Conflict of Interest and Debarment Form
 - 8. Capability and Agreement to Perform

- 9. Certification Regarding Lobbying
- D. Response to Desirable Requirements (See page 17)
- E. Response to Agency Terms and Conditions (if any)
- F. Offeror's Additional Terms and Conditions (if any)

ii. IV. Specifications

C. Mandatory Requirements

5. State of New Mexico Business License

Now Reads:

~~5. State of New Mexico Business License (0 Points — Pass/Fail Only)~~

~~Offeror must be licensed and registered to do business in the State of New Mexico.~~

iii. V. Evaluation

A. Evaluation Point Summary

Now Reads:

REF.	REQUIREMENT	POINTS AVAIL.
IV.C.1	Letter of Transmittal Form	0*
IV.C.2	General Performance Requirements	0*
IV.C.3	Insurance	0*
IV.C.4	Campaign Contribution Disclosure Form	0*
IV.C.5	State of NM Business License	0*
IV.C.6	Proof of Sam.Gov Registration	0*
IV.C.7	Proof of R2 and/or E-Steward Certification	0*
IV.C.8	Conflict of Interest and Debarment Form	0*
IV.C.9	Capability and Agreement to Perform	0*
IV.C.10	Certification Regarding Lobbying	0*
IV.D.1	Past Performance	50
IV.D.2	Data Destruction Services Provided	50
IV.D.3	Additional Services Provided	50
IV.D.4	Past Government Projects	50
TOTAL		200
	*Pass/Fail Only	

iv. V. Evaluation

C. Mandatory Requirements

5. State of NM Business License

Now Reads:

~~5. State of NM Business License (0 Points — Pass/Fail Only)~~

ACKNOWLEDGEMENT OF AMENDMENT NO. 1

FOR PURCHASE AND DISPOSAL OF USED TECHNOLOGY EQUIPMENT

Los Lunas Schools RFQ 2023-001-HR

In acknowledgment of receipt of this Request for Qualifications (RFQ) the undersigned agrees that he/she has received a complete copy of the RFQ and Amendment No.1 dated 8/16/22

This Acknowledgment of Amendment should be signed and returned with your Proposal on or before August 30, 2022, 2:00 PM Local Time

FIRM: _____

REPRESENTED BY: _____ TITLE: _____

E-MAIL ADDRESS: _____

PHONE NO.: _____ FAX NO.: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SIGNATURE: _____ DATE: _____

Please return to:

Heather Rindels
Los Lunas Schools Buyer
P.O. Drawer 1300 (if mailed)
119 Luna Avenue (if delivered)
Los Lunas, NM 87031
Phone: (505) 866-8259
Fax: (505) 866-8262