

OFFICE OF THE SULLIVAN COUNTY PURCHASING AGENT

3411 HIGHWAY 126 – SUITE 201

BLOUNTVILLE, TN 37617-0569

PHONE 423/323-6400

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REQUEST FOR PROPOSAL #E02016(CL)

(MUST INCLUDE RFP# ON OUTSIDE OF ENVELOPE)

COMMODITY/SERVICE DESCRIPTION:

OPENING DAY TUESDAY, DECEMBER 15, 2015 TIME 2:00PM

SULLIVAN COUNTY USER DEPARTMENT SCHOOL NUTRITION

THIS REQUEST FOR PROPOSAL (RFP) MUST BE RETURNED IN A SEALED ENVELOPE VIA MAIL, COURIER, OR IN PERSON! RESPONSES WILL BE ACCEPTED BY THE PURCHASING AGENT ONLY UNTIL THE DAY/TIME DESIGNATED ABOVE, AT WHICH TIME THEY WILL BE PUBLICLY OPENED. RESPONSES MUST CLEARLY IDENTIFY THE RFP # ON THE OUTSIDE OF THE ENVELOPE, BE PRESENTED IN ORIGINAL FORMAT, BE COMPLETED IN TOTALITY AND BEAR THE HANDWRITTEN SIGNATURE OF A DULY AUTHORIZED COMPANY REPRESENTATIVE. LATE RESPONSES WILL NOT BE ACCEPTABLE!

SUBMISSION OF THIS RFP VERIFIES VENDOR'S ACCEPTANCE OF THE RFPs LANGUAGE, REQUIREMENTS AND THE GENERAL PROCUREMENT TERMS AND CONDITIONS FORM #GPTC1004-14.

NOTE: IF FORM #GPTC1004-14 IS OMITTED FROM THIS RFP SOLICITATION, WE HAVE THE APPROPRIATE SIGNED DOCUMENTS FROM YOUR COMPANY. IF FORM #GPTC1004-14 IS ENCLOSED WITH THIS RFP SOLICITATION, PLEASE SIGN AND RETURN THE APPROPRIATE PAGES WITH YOUR RFP REPOSE. By submission of this RFP/RFQ, the responding firm certifies compliance with Title VI and Title VII of the Civil Rights of 1964, as amended, and all regulations promulgated thereof.

ALL RFPs MUST BE OFFERED IN STRICT CONFORMANCE TO ALL LANGUAGE, REQUIREMENTS, TERMS AND CONDITIONS AND SPECIFICATIONS AS SOLICITED. FAILURE TO COMPLY WITH THE RFP PREREQUISITE WILL BE CAUSE TO DISQUALIFY SAME.

UNLESS OTHERWISE DESIGNATED, ALL PRICES OFFERED SHALL BE GUARANTEED FOR A MINIMUM OF SIXTY (60) DAYS FROM OPENING DATE. UNIT PRICES FOR GOODS/SERVICES SHALL BE QUOTED "NET 30 DAYS". EACH LINE ITEM PRICE MUST INCLUDE ALL CHARGES, INCLUDING SHIPPING, HANDLING, FREIGHT OR ANY OTHER COSTS ASSOCIATED TO THE DELIVERY TO THE DESIGNATED SULLIVAN COUNTY LOCATION. SULLIVAN COUNTY WILL NOT ACCEPT ADDITIONAL DELIVERY CHARGES AS A SEPARATE LINE ITEM. AWARDS MAY BE DETERMINED PER UNIT (LINE ITEM) AND/OR AS A TOTAL (WHOLE) AWARD; WHICHEVER IS IN THE BEST INTEREST OF SULLIVAN COUNTY. ALL GOODS PROVIDED TO SULLIVAN COUNTY SHALL BE FREE FROM DAMAGE/DEFECTS. GOODS DAMAGED IN TRANSIT BY COMMON CARRIER ARE THE SOLE RESPONSIBILITY OF THE VENDOR, INCLUDING ALL COMMUNICATIONS AND REPLACEMENT ARRANGEMENTS.

ANY REFERENCE TO BRAND NAMES, TRADE NAMES, MODEL NUMBERS, CATALOG NUMBERS OR OTHER DESCRIPTIONS PECULIAR TO ANY ITEM IS MADE TO ESTABLISH A REQUIRED LEVEL OF QUALITY AND FUNCTIONAL CAPABILITIES AND IS FOR REFERENCE ONLY; IT IS NOT INTENDED TO EXCLUDE OTHER PRODUCTS OF THAT LEVEL. PLEASE INCLUDE WITH BID ANY SPECIFICATIONS, BROCHURES, CATALOGS, ETC., OR OTHER DATA AS WILL PROVIDE ADEQUATE BASIS OF DETERMINING THE QUALITY AND FUNCTIONAL CAPABILITIES OF THE PRODUCT OFFERED IF APPLICABLE.

IF INFORMATION (SPECIFICATIONS, DATA SHEETS, ANALYSIS, DRAWINGS, ETC.) OR PRODUCT SAMPLES ARE REQUESTED IN THIS RFP, RESPONDING VENDOR MUST ENCLOSE/SUPPLY SAME. FAILURE TO COMPLY WILL BE CAUSE TO DISQUALIFY THE VENDOR FROM AWARD CONSIDERATION.

THE SULLIVAN COUNTY PURCHASING AGENT HAS THE RIGHT TO ACCEPT, REJECT, AWARD OR CANCEL ANY/ALL QUOTES AND TO WAIVE ANY INFORMALITIES OR IRREGULARITIES, IF SAME IS DEEMED IN THE BEST INTEREST OF SULLIVAN COUNTY. SULLIVAN COUNTY DOES NOT OBLIGATE ITSELF TO ACCEPT THE LOWEST AND/OR ANY QUOTE OFFERED.

DELIVERY DATE _____

TERMS: NET 30 DAYS

(NOTE: DELIVERY TIME (DAYS/WEEKS/MONTHS) MUST BE INDICATED ... ASAP IS NOT ACCEPTABLE)

VENDOR: _____ REPRESENTATIVE: _____
PLEASE PRINT

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: _____ DATE: _____

ATTACHMENT TO RFP #E02016(CL) FOR SCHOOL NUTRITION

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	PRICE
1	27	EA	Laptop Computers with the following specs: See Attached		
			<u>TOTAL</u>		
			QUOTE F.O.B. SULLIVAN COUNTY DEPT. OF EDUCATION AKARD SERVICE CENTER 224 MT AREA DR BRISTOL, TN 37620		
			QUOTE MUST INCLUDE <u>ALL</u> CHARGES: SHIPPING, HANDLING, FREIGHT, ETC.		

SULLIVAN COUNTY SCHOOL NUTRITION
SULLIVAN COUNTY DEPARTMENT OF EDUCATION
BID SPECIFICATIONS FOR PURCHASE OF LAPTOP COMPUTERS
SECTION 201 HHFKA FEDERAL GRANT

Quantity: 27 units

Laptop computers, Dell Inspiron 15 3000 Series (or approved equal, prior approval required)

Processor: 4th Generation Intel®Core™ i3-4005U Processor (3M Cache, 1.70 GHz)

Operating System: Windows 7 Professional English 64bit

Memory: 4 GB Single Channel DDR3L 1600 MHz (4GBx1)

Hard Drive: 500GB 5400 rpm SATA Hard Drive

Graphics: Intel®HD Graphics 4400

Display: 15.6 inch LED Backlit Display with Truelife and HD resolution (1366 x 768)

Wireless: Dell Wireless-N 1705

Primary Battery: 40 WHr, 4-Cell Battery

Warranty: 1 Year Ltd Hware Warranty

Touch Screen: Height 1.0:/15.0:/10.0. Starting at 4.8 lbs

External Chassis Connections: To include Ethernet Port, USB 3.0 and USB 2.0

Keyboard: Full size spill-resistant keyboard

Touchpad: Multi-touch gesture-enable pad with integrated scrolling

To include power cord/charger

Invitation for Bid
Nonprofit School Food Service

BID SUMMARY

This document contains a bid solicitation for twenty-seven laptop computers and sets forth the terms and conditions applicable to the procurement. Upon acceptance, this document shall constitute the Contract between the bidder and the school food authority. The bidder shall not plead misunderstanding or deception because of such estimate of quantities, or of the character, location, or other conditions pertaining to the bid solicitation.

INSERT BID SUMMARY TABLE OR INFORMATION

Name of Bidder

Street Address

City

State

Zip Code

By submission of this bid, the bidder certifies that, in the event the bidder receives an award under this solicitation, the bidder shall operate in accordance with all applicable current program regulations. This agreement shall be in effect for the period specified.

Date

Signature of Bidder

Title

ACCEPTANCE OF CONTRACT

Agreement Number

School Food Authority (SFA)

Date

Signature of Authorized SFA Representative

Title

**Certification Regarding Debarment,
Suspension, Ineligibility and Voluntary
Exclusion
Lower Tier Covered Transactions**

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its Principals is presently debarred, suspended, proposed for debarment, declared ineligible, or Voluntarily excluded from participation in this transaction by any Federal department or agency.**

- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this Certification, such prospective participant shall attach an explanation to this proposal.**

Organization Name	E02016(CL)
	Bid Number

Name(s) and Title(s) of Authorized Representative(s)

Signature(s)	Date
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CERTIFICATION REGARDING LOBBYING
CERTIFICATION FOR CONTRACTS, GRANTS, AND COOPERATIVE
AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated-funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal-appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

By _____ Date: _____
(Signature of Official (Executive Director) Authorized to Sign Application)

By _____ Date: _____
(Signature of Official (Chief Financial Officer) Authorized to Sign Application)

For _____
Name of Grantee

Title of Grant Program