

# THURGOOD MARSHALL ACADEMY PUBLIC CHARTER HIGH SCHOOL

## REQUEST FOR PROPOSALS

### Computer Hardware

Thurgood Marshall Academy—a nonprofit, college-preparatory, public charter school located in Southeast Washington, DC—seeks one or more vendors to furnish computer hardware.

#### **Proposals**

Proposals/quotations should include all of the following:

- Which devices listed in Scope of Work, below, the vendor seeks to provide (vendors can bid to supply one, several, or all of the types of products sought).
- Specific manufacturer and model quoted, with detailed description/specifications.
- Costs—bidder must provide detailed itemized well as total pricing, including but not limited to:
  - Per-unit device pricing
  - Itemized per-unit pricing for any other costs, including but not limited to licenses, peripherals, and warranties
  - Shipping and handling costs, itemized on a per-unit base when applicable
  - Any other costs, itemized
  - Total, “all in” price based on quantity requested in Scope of Work below.
- Price-break points/discounts
- Lead time—date of receipt of products by Thurgood Marshall Academy assuming an order date of July 5, 2019.
- Specifications as applicable (by way of example only, screen size, battery life, weight, etc., if options vary within model).
- Any “value added” offered by vendor
- Any contract, agreement, special requirements, terms, or conditions
- Effective date no earlier than July 5, 2019 (if date needed in proposal or agreement).

#### **Scope of Work**

Quantities are provided for bidding purposes only. Thurgood Marshall Academy may decrease or increase these quantities for the final order. Unless price-break points are detailed in the proposal/quotation, bidders must provide the equipment at the per-unit price bid even if a smaller or larger quantity is ordered.

Models listed are those currently in use. While comparable models will be considered, these models have a competitive advantage.

- **Chromebooks**
  - Quantity: 75 devices
  - Dell Chromebook 11 preferred
  - 4 GB RAM
  - Permanent Google Chrome licenses
  - Provide other specifications (screen size, processor, SSD, weight, warranty, etc.)

## Thurgood Marshall Academy Computer RFP 2019 p. 2 of 2

- **Carts for Chromebooks**
  - Quantity: 3 carts
  - DELL Unmanaged Charging Cart - 30 device (e.g., CT30U181 or like) preferred
- **Laptops**
  - Quantity: 20 devices
  - Dell Latitude 5490 or Latitude 5400 preferred; Windows 10 compatible required
  - 8GB RAM
  - 500GB HD
  - base processor
  - Provide other specifications (screen size, processor details, weight, etc.)
  - 3-year warranty
- **Laptop monitor docks**
  - Quantity: 20 devices
  - Dell WD19 dock preferred

### **Additional Information & Requirements**

By bidding, vendors agree to Thurgood Marshall Academy's **General Conditions Statement** (attached).

Amendments/changes (if any) to this RFP—including but not limited to deadline extensions—will be posted on the webpage linked above.

For further information about the bid contact David Schlossman, [dschlossman@tmapchs.org](mailto:dschlossman@tmapchs.org), 202-276-4722. Further information about Thurgood Marshall Academy—including the school's nondiscrimination policy—may be found at [www.thurgoodmarshallacademy.org](http://www.thurgoodmarshallacademy.org).

### **Deadline & Submission**

Submissions must respond to this full RFP. All submissions shall be sent by email to [dschlossman@tmapchs.org](mailto:dschlossman@tmapchs.org), with a 10-page and a 5 MB file-size limit by **June 18, 2019**.

## A General Conditions Statement regarding Proposals

*The following general conditions apply to all RFPs issued by Thurgood Marshall Academy, whether published publicly or circulated only to invited bidders. The conditions also apply to any proposal made by a vendor to Thurgood Marshall Academy independent of an RFP process, whether provided “cold” by a vendor or requested by Thurgood Marshall Academy. By submitting any proposal of any kind, vendors agree to these conditions.*

Acceptance of a proposal neither commits Thurgood Marshall Academy to award a contract to any vendor, even if all requirements stated in the RFP are met, nor limits the school management’s rights to negotiate in Thurgood Marshall Academy’s best interests. School management reserves the right to contract with a vendor for reasons other than the lowest price. The pricing, terms, and conditions offered in any vendor’s response to any RFP must remain valid for 90 days from the date the proposal is delivered. Expenses incurred in the preparation of proposals in response to any RFP and any follow-up information provided is the vendor’s sole responsibility. Except in cases in which the school has published an RFP or related information, any information contained in any RFP or released in relation to any RFP is confidential and may not be disclosed without the express written permission of Thurgood Marshall Academy. All RFPs and all information released by Thurgood Marshall Academy or its agents related to RFPs, whether published publicly or circulated by invitation, constitute the intellectual property of Thurgood Marshall Academy and may not be reproduced without express written permission. Only managers—generally the Executive Director—and Trustees may obligate the school to a contract.

### **Conflicts of Interest**

Vendor must disclose in proposal any potential conflicts of interest presented by the project, whether the potential conflict relates to a business or a personal relationship.

**CBE Registration:** Registration as a DC Community Business Enterprise (“CBE”) is a “plus” except when funding sources prohibit a geographic preference.

**Non-debarment:** By submitting a bid, contractors affirm that they (and lessors/subcontractors, if any) are not an excluded party by or disbarred from doing business with or accepting funds from either the U.S. federal government or the government of the District of Columbia. The vendor attests that neither the firm nor any individual principal of the firm is debarred as described above.

**RFP Amendments:** Unless otherwise indicated, amendments and extensions of RFPs—if any—will be published exclusively on the school website— [www.thurgoodmarshallacademy.org](http://www.thurgoodmarshallacademy.org) (with e-mail notice to bidders who have already submitted proposals including e-mail addresses when possible).

**Contact:** For further information regarding any RFP contact Chief Operating Officer **David Schlossman**, [dschlossman@tmapchs.org](mailto:dschlossman@tmapchs.org). Further information about Thurgood Marshall Academy—including our nondiscrimination policy—may be found at [www.thurgoodmarshallacademy.org](http://www.thurgoodmarshallacademy.org).

END OF RFP