SPECIFICATIONS
40 Thin Clients
Inland Lakes Schools

February 2008

OWNER

Inland Lakes School District
4363 S. Straits Hwy
Indian River MI 49749

Date: 2-1-08

THE SUPERINTENDENTS OFFICE FOR THE INLAND LAKES SCHOOL DISTRICT, 4363 S. STRAITS HWY., INDIAN RIVER, MI 49749, WILL RECEIVE BIDS UNTIL 4 PM, TUESDAY, February 19, 2008 NO BIDS WILL BE ACCEPTED AFTER THIS TIME.

TO PROVIDE THE
Inland Lakes School District
WITH 40 THIN CLIENTS

THE BIDS WILL BE OPENED AT 4363 S. STRAITS HWY. INDIAN RIVER MI 49749, THE SUPERINTENDENTS OFFICE, BY THE MEMBERS OF THE BOARD OF EDUCATION OR ITS AUTHORIZED AGENT/S TENTATIVELY SCHEDULED AT 4PM ON TUESDAY, February 19, 2008.

BID WILL BE TENTATIVELY AWARDED AT THE February 25, 2008 BOARD MEETING.

BIDS ARE TO BE SUBMITTED IN ACCORDANCE WITH THE PLANS AND/OR SPECIFICATIONS IN THE ATTACHED REQUEST PROPOSAL (APPENDIX A) TO PROVIDE COMPUTER EQUIPMENT FOR THE DISTRICT. THE SPECIFICATIONS ARE FOR THE MINIMUM REQUIREMENTS. BIDS WILL BE AWARDED ACCORDING TO THE POINT SYSTEM AND DESCRIPTION AS INDICATED IN APPENDIX B. IT IS THE VENDOR'S RESPONSIBILITY TO ASSURE THAT THE INFORMATION NECESSARY TO EVALUATE THE PROPOSAL IS INCLUDED IN A MANNER THAT IT CAN BE READILY DETERMINED BY DISTRICT STAFF THAT THE INFORMATION IS INCLUDED.

THE BOARD OF EDUCATION RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS, TO WAIVE ANY IRREGULARITIES THEREIN AND TO ACCEPT ANY PART OR ALL OF ANY BID DEEMED TO BE FOR THE BEST INTEREST OF THE SCHOOL DISTRICT. EACH ITEM IN THE BID WILL BE EVALUATED SEPARATELY, AND MAY BE AWARDED SEPARATELY. MISSING OR INCOMPLETE INFORMATION MAY RESULT IN ZERO POINTS AWARDED FOR THE CATEGORY BEING EVALUATED.

THE BOARD OF EDUCATION OR ITS AUTHORIZED AGENT/S SHALL HAVE THE RIGHT TO REJECT ANY BID THAT DOES NOT COMPLY WITH THE AGREED PLANS AND/OR SPECIFICATIONS.

SPECIFICATION DEVIATIONS AND/OR ALTERNATIVES SHOULD BE CLEARLY INDICATED IN THE PROPOSAL, AND INDICATED BY SPECIFICATION LISTING WHAT THE DEVIATION IS, WHY SUGGESTED AND BENEFIT TO THE SCHOOL DISTRICT. PRICE DIFFERENTIALS FOR THE MODIFICATIONS TO THE BID ARE TO BE INDICATED AS AN ALTERNATE BID AND WILL ONLY BE ACCEPTED IN CONJUNCTION WITH A COMPLETED BID WHICH MEETS THE REQUIREMENTS OF THIS BID PACKAGE.

COMPUTER EQUIPMENT WILL BE INSPECTED FOR COMPLIANCE WITH AN ACCEPTED BID

PROPOSAL, AND IT IS THE VENDOR'S RESPONSIBILITY TO CORRECT ANY ERRORS IN THE PRODUCTION OF THE COMPUTER EQUIPMENT BY IMMEDIATE REPLACEMENT AND PROVIDE FOR THE RETURN OF ANY NON-COMPLIANT COMPUTER EQUIPMENT AT NO COST TO THE DISTRICT. THE DISTRICT WILL ONLY PAY FOR COMPUTER EQUIPMENT WHICH MEETS THE SPECIFICATIONS OF AN ACCEPTED BID PROPOSAL AS INDICATED IN APPENDIX A.

NO BIDS WILL BE ACCEPTED AFTER TIME SPECIFIED FOR SUBMISSION. BIDS WILL BE AVAILABLE FOR EXAMINATION AFTER THEY HAVE BEEN OPENED BY THE BOARD OF EDUCATION AND HAVE BEEN REVIEWED BY THE BUSINESS OFFICE.

IF YOU WISH TO RECEIVE INTERPRETATIONS OF THE BID, YOUR REQUEST WILL RECEIVE CONSIDERATION FROM THE BUSINESS OFFICE. IF A CHANGE IN SPECIFICATIONS IS FOUND DESIRABLE, THE SCHOOL DISTRICT WILL NOTIFY ALL BIDDERS BY MAIL AND POSTPONE BIDDING DATE IF NECESSARY.

BIDDERS ARE NOT PERMITTED TO TAKE ADVANTAGE OF ANY ERRORS OR OMISSION IN SPECIFICATIONS SINCE NEW INSTRUCTIONS WILL BE GIVEN SHOULD THEY BE CALLED TO OUR ATTENTION NOT LESS THAN TWO (2) WORKING DAYS BEFORE BIDS ARE DUE.

IF IN THE BEST INTEREST OF THE SCHOOL DISTRICT, THE VENDOR CAN AGREE TO PROVIDE ADDITIONAL IDENTICAL COMPUTER EQUIPMENT FOR THE SAME COST PER UNIT THROUGH THE 2007-2008 SCHOOL YEAR.

ALL COST ITEMS, PER ATTACHED BID SHEET, **MUST BE COMPLETED**. THE "BID SHEET" SHALL APPEAR AS THE FIRST PAGE OF YOUR PROPOSAL WITH COMPANY'S NAME, ADDRESS, PHONE, AND CONTACT PERSON LISTED.

THE COMPLETED APPENDIX "A" PROPOSAL SHEETS SHOULD BE THE SECOND PAGE FOLLOWED BY DOCUMENTATION, PICTURES AND OTHER LITERATURE DESCRIBING YOUR PRODUCT.

QUESTIONS SHOULD BE ADDRESSED TO THE SCHOOL DISTRICT'S SUPERINTENDENT'S OFFICE, ATTENTION: MARY JO DISMANG, SUPERINTENDENT, at 231-238-6868 OR TO SHAWN POWERS, TECHNOLOGY DIRECTOR, AT 231-238-6868.

INTERESTED PARTIES SHOULD SUBMIT AN ORIGINAL AND TWO (2) COPIES OF THEIR PROPOSALS.

ALL BIDS SHOULD BE ENCLOSED IN A SEALED ENVELOPE, ENDORSED ON THE OUTSIDE "**THIN CLIENT BID "** AND ADDRESSED TO:

Inland Lakes Schools
4363 S. Straits Hwy.
Indian River MI 49749
ATTENTION: Mary Jo Dismang, Superintendent
SUPERINTENDENTS OFFICE

OFFICIAL STATEMENT BY RESPONDENT

Proposal must contain statements to the following effect, signed by an individual authorized to bind the Contractor.

1. The Contractor has read, understands and agrees to the term and conditions set forth in the RFP.

2. The terms and conditions set forth in the proposal will remain open for at least 90 days from the deadline for submission of proposals.

3. The Contractor is not aware of any conflict of interest regarding the performance of work for the LEA.

4. The Contractor guarantees shipping prices are included with this bid.

5. The Contractor guarantees delivery by March 7, 2008.

6. The Contractor agrees to interest free payment in full with in 30 days of all items ordered being received and verified in good working order.

BID SHEET

Inland Lakes Schools Thin Client Bid
Mary Jo Dismang, Suterintendent
Inland Lakes Schools
4363 S. Straits Hwy.
Indian River MI 49749

Due Date:February 19, 2008

Having read the entire bid package issued by the Board of Education for the purchase of computers for the Inland Lakes Schools Technology Department, and having attached to this Bid Form all of the required documents, the undersigned proposes to furnish the specified computer equipment. If in the best interest of the School District, the vendor has the option to provide additional similar computer units at the same cost per unit through the 2007-2008 school year.
Any additional charges above the quoted costs are subject to negotiation with the School District and are only for items not specified in this bid package.

BASE BID: (Separate Sheet for Each Proposal)

Thin Client $_____ per unit
Total $_____ for 40 units
.

Please circle one:
The Vendor (agrees, does not agree) to provide identical equipment through the 2007-2008 school year at the same price.

Upon receipt of a purchase order from the District, delivery will take place in approximately 3 calendar days.
It is agreed that this bid may not be withdrawn for a period of ninety (90) days from the actual bid opening thereof.

PROPOSED SUBMITTED BY:

FIRM _____ **TELEPHONE #**_____

E-MAIL ADDRESS _____

ADDRESS _____

WEBSITE _____

_____ _____ _____
SIGNATURE **TITLE** **DATE**

(THIS SHOULD BE THE FIRST PAGE OF THE RETURNED PROPOSAL)

APPENDIX – A

Computer Equipment Specifications
(4 Pages)

Inland Lakes School District
Thin Client Specifications
For 40 Units
Vendor_____ Proposal Option #_____

Minimum Requirements	Vendor Specs/Notes
Be compatible with LTSP (Linux Terminal Server Project)	
Boot to LTSP server via PXE or Etherboot	
Be capable of screen resolutions at a minimum of 1024x768	
Support sound playback from an LTSP environment	
Use 20 Watts of electricity or less	
Have 3 or more USB ports	
Have minimum 128MB RAM	
VESA mountable preferred but not required	
Price Per Unit	
Total cost (40 units x Price)	

Please submit a separate sheet for each configuration proposed.

APPENDIX – B

Vendor Basic Criteria
(1 Page)

Basic Criteria

The qualifications of each vendor should be based on a set of criteria based on a 100 point system. You may receive zero points in a category if it cannot be determined that the minimum specifications are met or if the requested information as listed below is not included. It is the vendor's responsibility to assure that as much information as necessary is included for a committee of evaluators can evaluate the bid:

1) Vendor Qualifications

This includes the amount of years in business, the size of the vendor, and the ability of the vendor to deliver the systems on-time.

Points: 10

2) Vendor Experience

This includes experience with school districts, experience in Michigan, dealings with contracts of this size, and references.

Points: 20

3) Proposed Cost

This includes the cost per unit as it relates to the costs and proposals of other bidders. Cost of ownership will also be evaluated here.

Points: 30

4) Vendor's Equipment Solution

This includes information to determine if the equipment meets the minimum requirements, whether it is Novell and/or Windows certified, whether the manufacturer meets ISO standards, how the company is rated by the Gartner Group

Points: 30

5) Vendor's Service and Support Plan

This includes the after the sale ability to service the systems and/or provide replacement parts, turnaround time for repairs, etc.

Points: 10