

**REQUEST FOR
PROPOSAL**

This is not an order.

**FROM: Lois Butler
School of Excellence in Education**

1826 Basse Rd
San Antonio, TX. 78213
Fax 210-582-2600

Date of Issue: 4/10/2017

Quote Due: 05/10/2017 – Noon

**REQUEST FOR Internal Connections VIA E-RATE FORMS 470 # and REQUEST FOR
PROPOSAL: Bus Radios**

Name: _____
Mailing Address: _____
Representative: _____
Telephone: _____ Fax: _____
Remittance Address: _____
Email: _____
Authorized Signature _____
Title _____
Base Bid _____ **Alternate Bid** _____

The School of Excellence in Education is requesting proposals for telecommunications and internal connections. Complete specifications are enclosed. You are invited to submit a proposal based on these specifications. **Sealed** bids are due in the Technology Department, School of Excellence in Education, 1826 Basse Rd, San Antonio, TX 78213, no later than Noon, May 15, 2017. Bids may not be sent in via email, they must be delivered or mailed!

Signed: *Lois Butler* – School of Excellence in Education

School of Excellence in Education
REQUEST FOR TELECOMMUNICATIONS PROPOSALS VIA E-Rate
Internal Connections

1. Complete specifications follow. Bidders are asked to quote on these specifications or their equivalent.
2. It is understood and agreed that School of Excellence in Education reserves the right to increase or decrease quantities or modify conditions and specifications by mutual agreement with the selected Seller, both at the time of acceptance of this quotation offer as so modified, and subsequent thereto.
3. The School of Excellence in Education will not be responsible for any goods delivered, or services performed without its purchase order, signed by an authorized representative of the Business Office.
4. Any minimum order/delivery level must be stated in your bid documents.
5. Anticipated delivery lead times must be specified for each line item. Any back-order items must be specified.
6. All deviations from bid specifications must be documented and explained.
7. Bid Security. All bidders are required to furnish Bid Security in the amount of five (5%) percent of the Base bid. Form of the security may be a bid bond, certified or cashiers check.
8. Bids will be received in the Office of the Superintendent, School of Excellence in Education, 1826 Basse Rd, San Antonio, TX 78213, no later than Noon, May 15, 2017. All Bids must be **sealed** and labeled “**ERATE.**” Bids will be opened at the School of Excellence in Education Offices, 1826 Basse Rd., San Antonio, TX 78213.
9. **Two copies** of the bid must be submitted via post office, FedEx, or hand **no bids accepted via email.**
10. The School of Excellence in Education reserves the right to award this bid in total or in part, according to the best interests of the School of Excellence in Education, as determined by the School District. Sellers not willing to accept award of partial bid must so indicate as part of their proposal. All prices and quotations must remain firm for ninety (90) days from date of bid opening.
11. All goods and services quoted must be delivered F.O.B. destination with all transportation charges prepaid and included in the bid price.
12. The School of Excellence in Education is exempt from applicable Federal and State Taxes. Federal I.
13. Occupational Safety and Health Act (OSHA) require employers to provide Material Safety Data Sheets (MSDS) for hazardous chemicals and materials. A MSDS should accompany all orders upon delivery of item wherever applicable under OSHA.
14. Information supplied by Vendor to the School of Excellence in Education may be subject to the Freedom of Information and Open Meetings Acts. Such information may become public unless it falls within one of the exceptions to the Acts. If the Vendor supplies information which it has concluded falls within one of the exceptions to the Act(s), Vendor shall summarize that information in the public portion of its proposal and submit

the details in a separate envelope marked “CONFIDENTIAL.” Otherwise it should be present in the same manner as the proposal. The School of Excellence in Education assumes no responsibility for any loss or damage that may result from a breach of confidentiality during the review of the proposals.

15. The School of Excellence in Education District’s policy is to not discriminate on the basis of race, religion, color, creed, sex, national origin, age, political beliefs or disability in its educational programs, employment practices and bidding processes. The Vendor, by signing this Invitation to Bid, commits that it has a similar policy, and will comply with the School of Excellence in Education non-discrimination policy.
16. Bids may not be altered after the time and date set for the bid opening.
17. Submission of a Proposal indicates acceptance by the Vendor of the terms and conditions contained in this Invitation to Bid unless clearly and specifically noted in the proposal and confirmed in the resulting contract between The School of Excellence in Education and the Vendor.
18. Questions regarding this Request for Proposal may be directed to:

Ms. Lois Butler
1826 Basse Rd.
San Antonio TX 78213
210-431-9881ext 2111
lbutler@excellence-sa.org

Internal Connections

- I. Background Discussions and Goals of the School District
 - A. The School of Excellence in Education presently has wireless connectivity on all 5 campuses but we are needed of one new switches and wireless access points for each of the campuses to continue to meet the needs our student at the campuses we presently operate. We are in need of the following:
 1. Lee Academy/Saenz:
 - a. (7) switches - WS-C2960X-48FPD-L or equivalent
 - b. (11) wireless access points -AIR-CAP2702I-A-K9 or equivalent and needed patch cables and transceivers
 2. Burch:
 - a. (5) switches - WS-C2960X-48FPD-L or equivalent
 - b. (2) wireless access points - AIR-CAP2702I-A-K9 or equivalent and needed patch cables and transceivers
 3. Kelley:
 - a. 6) AIR-CAP2702I-A-K9 or equivalent and needed patch cables and transceivers
 - b. LAN controller AIR-CT5520-50-K9 or equivalent

4. Walker:
 - a. (5) switches - WS-C2960X-48FPD-L or equivalent and needed patch cables and transceivers
 - b. (2) wireless - AIR-CAP2702I-A-K9 or equivalent

B. UPS/Battery backups are out of date and need to be upgraded for our system so we are seeking two (2) UPS/battery backups for Burch campus

Bus Radios and Radios for emergency operations.

These radios must be able to work off of satellites in order to maintain communications between campuses and the buses at all times.

III. Information about this RFP

A. Procurement Schedule

Below is a brief schedule for this procurement, specifying important dates and milestones.

Issue Date of RFP: 04/10/2017

Deadline for Receipt of Proposals: 05/10/2017

Tentative Contract Award: 05/3//207

Product Receive Date: 08/1/2017

*Vendors must specify their ability to meet the order and product receive dates. Any backorder items must be specified.

Any further information please contact Lois Butler at lbutler@excellence-sa.org.