

Request for Proposal:
Chromebooks
RFP #24-03

Issued: January 16, 2024

Rosholt School District
346 W. Randolph St
Rosholt, WI 54473

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Overview

Rosholt School District (RSD) is seeking proposals for 100 Chromebooks for student use.

All questions will be addressed via email. The district will have the final authority to the resolution of all questions.

Equipment will be shipped to the Rosholt School District located at 346 W. Randolph Street, Rosholt, WI 54473

Proposals are due in either hardcopy or in electronic form (PDF format) on or before February 5, 2024, at 4:00 pm CST at Rosholt School District, Attn: Dan Powers, 346 W Randolph Street, Rosholt, WI 54473 or emailed to Dapowers@rosholt.k12.wi.us. E-mailed proposal documents will be time-stamped from the receiving computer.

Proposal opening to be on February 6, 2024, at 1:00 pm CST at Rosholt School District Office. Questions should be addressed, no later than January 24, 2024, to:

Dan Powers | Ph: 715.677.4541 | Email: Dapowers@rosholt.k12.wi.us

SCHEDULE

<u>Event</u>	<u>Date</u>
Release of RFP	January 16, 2024
Deadline for Questions	January 29, 2024
Answer to Questions	January 31, 2024
Responses Due From Vendors	February 5, 2024 4:00 PM
Proposal Opening	February 6, 2024 1:00 PM
RFP Decision Release	February 20, 2024

1.1 Product Specifications

Rosholt School District (RSD) is seeking proposals for 100 Chromebooks for student use, with the minimum specifications as described in the table below. All Chromebooks must be new and not refurbished units and come with google licensing.

Item	Minimum Specifications
CPU	Intel or AMD
Local Storage	16GB Minimum
Memory	8GB
Screen Type	Non-Touch
Screen Size	11 Inch
Screen Resolution	1366 x 768
Wireless	802.11ac (2x2) or better
Additional Requirements	3.5mm Out, Webcam, 2 USB slots, 1-year warranty

2.1 Pricing Structure

Vendors are required to break down the purchase by item as outlined in Appendix A. Vendors are required to complete Appendix A as part of their proposal.

2.2 Delivery Timeline

Expected Delivery Date: ASAP

All products should be delivered no later than 60 days from the expected delivery date or risk cancellation of purchase.

3.1 Discrepancies and Omissions

Vendors finding discrepancies or omissions in the RFP or having any doubts as to the meaning or intent of any part thereof shall submit such questions or concerns to Dan Powers, Rosholt School District, Dapowers@rosholt.k12.wi.us. Addenda issued in correspondence to this RFP shall be considered a part of this RFP and shall become part of any final contract that may be derived from this RFP. This RFP and its addenda will be part of any possible future Contract with the successful vendor(s).

4.1 Contingencies

This RFP should not be considered as a Contract to purchase goods or services, but is a Request for Proposal in accordance with the Terms and Conditions herein and will not necessarily give rise to a contract. However, RFP responses should be as detailed and complete as possible to facilitate the formation of the Contract based on the RFP response(s) that are pursued should Rosholt School District decide to do so. Proposals stating that pricing is valid dependent upon availability and/or subject to prior sale will be considered as non-responsive. Completion of this RFP form and its associated Appendices are a requirement. Failure to do so will disqualify your RFP response submission. Vendors must submit sealed RFP responses by the due date and time as specified herein. The date and time stamp of the receiving computer will govern all emails. Vendors will be considered non-responsive if the above requirements are not submitted as requested. The Rosholt School District has the right to reject all submitted proposals and request new proposals through a revised RFP.

5.1 Vendor Questions and Clarifications

Questions should be addressed, no later than January 24, 2024, to:

Dan Powers | Ph: 715.677.4541 | Email: Dapowers@rosholt.k12.wi.us

6.1 Scoring\Selection

All quotes will be evaluated based on the following criteria:

- a. Price
- b. Ability to deliver before or on time
- c. Past experience with vendor
- d. Ability to meet equipment requirements

Appendix A Chromebook Breakdown

Item	Unit Price	Description
Chromebook Type		
Chrome OS Mgmt License		
Additional Items		
Vendors SPIN #		