

COUNCIL ROCK SCHOOL DISTRICT
Administration & Business Office
30 North Chancellor Street
Newtown, PA 18940
215-944-1000

July, 2022

To Whom It May Concern:

Attached herewith are instructions and proposal sheets covering the requirements for **Computers Bid 22-35** within the Council Rock School District, Bucks County, Pennsylvania during the school year **2022-2023**. Please **email** your bid proposal documents to: **bids@crsd.org** and **mfrederickson@crsd.org** on or before **9:00 AM August 18, 2022**. Physical copies of the bid may also be sent to: Donna Heverly, Bid# 22-35, Purchasing Department, Council Rock School District, 30 N Chancellor Street, Newtown, PA 18940.

Council Rock School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex or handicap in its activities, programs or employment practices as required by Title VI, Title IX and Section 504.

For information regarding civil rights or grievance procedures, contact Dr. Andrew Sanko, Title IX and Section 504 Coordinator, at Council Rock Administration Offices, 30 North Chancellor Street Newtown, PA 18940. For information regarding services, activities and facilities that are accessible to and usable by handicapped persons contact Charles Lambert, Director of Special Services.

Sincerely,

Robert W. Reinhart
Business Administration

RWR/dh

COUNCIL ROCK SCHOOL DISTRICT
30 North Chancellor Street
Newtown, PA 18940

1. **Completed PDF format bid documents shall be submitted via email on or before the due date of 9:00 AM on August 18, 2022 to: bids@crsd.org and mfrederickson@crsd.org. A response acknowledging bid submittal will be returned to the recipient. Bidders may also mail their response to: Donna Heverly, Bid# 22-35, Purchasing Department, Council Rock School District, 30 N Chancellor Street, Newtown, PA 18940**
2. Bidders are expected to examine the specifications and all instructions. Failure to do so will be at the bidders' risk.
3. Bidder shall furnish the information required by the Bid Form. The person signing the bid must initial erasures or other changes. Bid must be signed by an authorized officer or agent of the bidding company together with proof of corporate authority and the corporate seal affixed on the appropriate page of these specifications.
4. **Unit prices for each unit bid shall be shown and such price shall include all packing and shipping costs.**
5. The unit price quoted shall be the net price for each item. If the bidder submits a discount for the award total contract or any part thereof, such discount will not be considered in making the Award of the Contract.
6. Bids and modifications or withdrawals thereof received after the time set for opening same will not be considered.
7. The member, officer, or employee of the bidder, who makes the final decision on prices, as attached, must execute the Non-Collusion Affidavit, and the amount quoted on the bid.
8. The contract to be awarded to the responsible bidder whose bid, conforming to these instructions, will be most advantageous to Council Rock School District, price and other factors considered.
9. When contract and purchase orders are issued to the successful bidder, the Council Rock School District reserves the right to make an award on any item less than the quantity or more than the quantity bid upon at the unit price offered.
10. The award of contract and purchase order to the successful bidder shall be deemed to result in a binding contract. **Bid tabulations and awarded items will be posted to the district website www.crsd.org (Expired Bids) approximately 4-6 weeks after the bid opening date.**

11. The Board of Directors of the Council Rock School District reserves the right to make award by items, classes, groups of items or as a whole, to reject any or all bids and to waive technicalities or formalities in their execution and filling if deemed advantageous for the Council Rock School District. The School Board also reserves the right to reject any or all material furnished which, in their opinion, is not in strict compliance and conformity with the requirements of the specifications. The bidder, at his own expense must remove and replace any article so rejected by the Board.
12. If this Bid or any portion thereof is **accepted within one hundred twenty (120) calendar days from the date of opening, the successful bidder agrees to furnish all of the items upon which prices are quoted**, at the price set opposite each item, delivered to the building which will be designated on the Award of Bid and Purchase Orders, with the time specified.
13. **Contact Purchasing Office bids@crsd.org and Matt Frederickson mfrederickson@crsd.org for further inquiries before the due date of bid. All inquiries MUST be via email –PHONE CALLS NOT ACCEPTED.**
14. **Delivery will be determined and communicated upon award of bid.**
15. **Bid Prices should remain firm until the end of the school year June 30, 2023.**

By: _____
Signature

Name of Firm

Address of Firm

City State Zip Code

Telephone Fax

Email Address

AFFIX CORPORATE SEAL

Attest

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Anti Bid-Rigging Act, 73 P.S. SS 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids is unlawful and may be subject to criminal prosecution. The person who signed the affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the Bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “complementary bid” as used in the Affidavit has the meaning commonly associated with the term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.

NON-COLLUSION AFFIDAVIT

State of _____ :
: s.s.
County of _____ :

I state that I am _____ of _____
(Title) (Name of my Firm)

and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

1. The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
2. Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder and they will not be disclosed before bid opening.
3. No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
5. _____, its affiliates, subsidiaries, officers directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that _____ understands and acknowledges that the above
(Name of Firm)
representations are material and important, and will be relied on by Council Rock School District in awarding the contract(s) for which this bid is submitted. I understand that my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from Council Rock School District of the true facts relating to the submission for this contract.

(Names and Company Position)

SWORN TO AND SUBSCRIBED

BEFORE ME THIS _____ DAY
of _____, 20____.

Notary Public
My Commission Expires _____

COUNCIL ROCK SCHOOL DISTRICT
COMPUTERS BID #22-35

General Requirements-

Vendors must include with their bid submittal an initialized copy of the requirements below indicating they have read and understand them.

Initial	Requirements
	Vendor must be a certified partner or reseller.
	Council Rock School District reserves the right to select the lowest bidder per category or the vendor that Council Rock School District determines will provide the best service per cost.
	Vendors may bid on as few as one category item.
	Council Rock School District reserves the right to select the lowest qualified bidder per category.
	Council Rock will determine "qualified" bid based on the specifications stated herein, and as the result of testing and/or previous experience with a product or vendor.
	Vendors may submit multiple bids.
	Vendor must bid on the quantity specified. Council Rock School District reserves the right to change the total units purchased (but not less than 60% of bid quantity).
	All equipment specified MUST be from a publicly traded company whose primary business is the manufacturing of the equipment specified and in business a minimum of ten years.
	The manufacturer must be considered a Tier 1 vendor recognized by the industry as a leader and innovator in their field, with widely recognized name brand recognition. Examples of Tier 1 companies would include Dell, HP, Fujitsu, etc.
	Bid will be rejected if the pricing sheet in section titled Bid Proposal (Pg. 10) is not completed.
	Devices MUST include all parts and components necessary to be complete functioning units. <ul style="list-style-type: none"> • Chromebooks MUST be touchscreen and include stylus • Desktops must include the CPU, monitor, mouse, keyboard and all other specified components.
	All parts must be meet or exceed the specifications.
	Systems proposed must be fully functional. The cost of any omissions will be the responsibility of the vendor.
	All prices are to include delivery.
	All equipment specified have been fully tested in our environment and are known to work with our existing systems.
	Bid MUST be for the equipment specified below – no substitutions.

COUNCIL ROCK SCHOOL DISTRICT
COMPUTERS BID #22-35

Initial	Requirements
	Council Rock School District reserves the right to reject any or all bids and to waive technicalities.
	CRSD shall have no obligation to any bidder unless and until the bid is duly approved by the Board of School Directors of the Council Rock School District and reduced to a purchase order or written agreement in a form and substance satisfactory to the Council Rock School District and executed by a duly authorized officer thereof.
	These devices will be purchased in one large order this summer and additional units may be purchased throughout the bid time period ending June 30, 2023.
	All equipment must be new and in factory packaging. No refurbished equipment will be accepted.
	Expected delivery date MUST be clearly identified for each item.
	Due to PAST Experience, we will NOT consider bids for Lenovo or HP

All proposals should be emailed to: bids@crsd.org and mfrederickson@crsd.org no later than 9:00 AM August 18, 2022. All proposals shall be clearly identified with the above information.

The selected vendor must be able to **deliver the equipment within 60 days of receiving the purchase order** from Council Rock School District.

Should the vendor not be able to meet this time frame, and without prejudice to such other rights and remedies that Council Rock School District may have at law or in equity, Council Rock School District shall have the right to terminate the agreement and/or the order.

COUNCIL ROCK SCHOOL DISTRICT
COMPUTERS BID #22-35

Equipment Specifications

Category 1: Chromebooks

Quantity: 3000

Replacement Models: If the bid model is no longer produced during the time span of the bid or is not available due to manufacturer limitations, a newer model with technical specification greater than or equal to current bid device must be substituted at the current bid price to meet the needs of the district. The replacement model must have an Auto Update Expiration after the current bid model.

Item	Description
Manufacturer:	Dell
Model:	Chromebook 3110 2-in-1
Processor:	Intel Celeron N4500 (Dual Core, 4M Cache), base 1.1GHz up to 2.8GHz
Display:	11.6" HD (1366 x 768) Anti-Glare Touch Camera and Microphone with Pen Support
Memory:	8GB 2933MHz LPDDR4 Non-ECC
Hard Drive:	32GB eMMC Hard Drive
Case:	Touch LCD Cover
Warranty:	3-year (or more) warranty to cover: Manufacturer defects and battery replacement 3-year (or more) accidental warranty, including but not limited to: Loss and theft coverage, allowed number of accident repairs per year, parts closet availability, depot repair return process completed by manufacturer. No third party repair.
Accidental Damage Service:	Required
Keyboard:	US Internal English Keyboard
Ports:	2 USB 3.1 Gen 1 2 USB Type-C 1 Wedge-Shaped Lock Slot 1 Power Button 1 Micro SD Memory card reader 1 Headphone/Microphone Combo Jack 1 Volume Button
Dimensions & Weight:	Height: 0.85" (21.5 mm) x Width: 11.96" (303.9 mm) x Depth: 8.19" (207.9 mm) Weight: 3.10 lbs (1.41 Kg)

Wireless:	Intel Dual Band Wi-Fi 6 AX201 2x2 802.11ax 160MHz Bluetooth 5.2
Primary Battery:	Primary 3-cell 42WHr Battery
Power:	65W AC Adapter, USB Type-C E4 Power Cord 1M for US
Pen:	Dell Active EMR Pen
Operating System:	Google Chrome OS Chrome Education FGA Google Zero Touch Enrollment EDUCATION Chrome EDUCATION Upgrade (CEdU)
AUE:	2029 (or later) Expiry date

Category 2: Chromebook Power Adapters **Quantity: 100**

Additional power adapters for the units as specified in Category 1

Category 3: Dell Active EMR Pen **Quantity: 100**

Additional Dell Active EMR Pens as specified in Category 1

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COMPUTERS BID #22-35

Bid Proposal

NAME OF COMPANY: _____

Please complete the table below. For **Days to Deliver:** Indicate the numbers of days from order when units can be expected to arrive.

<u>Category</u>	<u>Model No.</u>	<u>Unit Price</u>	<u>Total Price</u>	<u>Days to Deliver</u>
(1) <u>CHROMEBOOKS</u> QTY: 3000				
(2) <u>CHROMEBOOK</u> <u>POWER</u> <u>ADAPTERS</u> QTY: 100				
(3) <u>DELL ACTIVE</u> <u>EMR PENS</u> QTY: 100				
		<u>TOTAL OF BID:</u>		