



QUITMAN COUNTY
— SCHOOL DISTRICT —
Each Child, Each Day, With No Excuses

Quitman County School District

REQUEST FOR QUOTATION

WLAN AP Upgrade

QUITMAN COUNTY SCHOOL DISTRICT

SOLICITATION ID: rfp_24QuitmanC2

Document Date: January 31, 2024

**Quitman County School District
215 Kaigler Road
Georgetown, GA 39854**

TABLE OF CONTENTS

CONTRACTUAL INFORMATION

SECTION 1: REQUEST FOR QUOTATION	3
SECTION 2: GENERAL TERMS AND CONDITIONS	4-5
SECTION 3: BIDDER QUALIFICATIONS	5
SECTION 4: STANDARD CONTRACT CONDITIONS	5-6
SECTION 5: SPECIAL INSTRUCTIONS	7

ASSOCIATED DOCUMENTS

ATTACHMENT A – VENDOR INFORMATION FORM	8
ATTACHMENT B – VENDOR REFERENCE SHEET	9
ATTACHMENT C – ACKNOWLEDGEMENT	10
ATTACHMENT D – DEBARMENT & EXCLUSIONS	11-12
ATTACHMENT E – CERTIFICATION OF NONCOLLUSION	13
ATTACHMENT F – CONTRACOR SECURITY & IMMIGRATION COMPLIANCE	14
BID SUBMISSION CHECKLIST	15
ITEM SPECIFICATIONS	16
QUOTE SHEET	17

Quitman County School District
215 Kaigler Road
Georgetown, GA 39854

Rfp_24QuitmanC2

SECTION 1: REQUEST FOR QUOTATION

Quitman County School District (QCSD) requires an upgrade/replacement of network switching electronics at instructional facilities. The successful vendor will supply, install, and configure the equipment and license (if required). Project is a direct replacement. No additional cable plant or power is required. Bids shall include installation and configuration at the line-item level.

Proposals will be received by Quitman County Schools at the time and place specified on the invitation. Only proposals received by this date will meet the requirement. Proposals will be received up to date and time stated. Quitman County Schools reserves the right to reject any proposal(s), any part of proposals, and to waive any informalities.

Quitman County Schools, at its discretion and at no fee to Quitman County Schools, may invite any vendor to appear for questioning during evaluation of bids for the purpose of clarifying statements in the bid. Quitman County Schools reserves the right to reject any or all bids; any part or parts of a bid, waive any technicalities/informalities, increase, or reduce quantities, make modifications or specifications, and award any or all the contract in a manner that is in the best interest of Quitman County Schools.

ITEM(S): Network Switches

CONTRACT TYPE: REQUEST FOR QUOTATION

PERIOD: July 01, 2024 THROUGH SEPTEMBER 30, 2025

DEADLINE: March 04, 2024 @ 3:00PM EST

EMAIL BIDS TO: rfp@fundingtechnology.com

EMAIL SUBJECT LINE SHALL BE PLAINLY MARKED
“RFP_24QuitmanC2”

All questions concerning this Request for Quotations must be submitted via email to rfp@fundingtechnology.com and include the subject line: “RFP_24QuitmanC2”.

SECTION 2: GENERAL TERMS AND CONDITIONS

1. **VENDOR'S ACCESS TO RFQ INFORMATION:** Vendors are advised to subscribe to the establishing form 470 in the EPC to receive notifications related to solicitation.
2. **CORRECTION OF MISTAKES:** All submissions must be in ink or typewritten. No erasures permitted. Mistakes may be crossed out and corrections inserted adjacent. Corrections must be initialed in ink by person signing bid.
3. **SIGNATURE ON PROPOSAL REQUIRED:** Proposal must be signed with the firm or corporate name and by a responsible officer.
4. **DELIVERY OF PRICE REQUEST:** Offers must be sent to, rfp@fundingtechnology.com by 03/04/2024, 3:00 PM EST. Submissions will receive e-mail acknowledgement of receipt.
5. **UNIT PRICE PREVAILS:** Unit price will prevail in case of conflict between unit and total price. All prices to be firm for the period specified in the "Invitation," unless covered by an escalation clause.
6. **INVOICES:** This project is expected to receive supportive funding through the federal Universal Service Program. The discounted invoicing method will be utilized. All items which receive a positive FCDL (funding commitment decision letter) are to be discounted and charged to Quitman County Schools, 215 Kaigler Rd., Georgetown, GA 39854. Invoice date to be determined by the date of delivery unless otherwise agreed.
7. **CORRECTNESS OF QUOTATIONS:** Quotations shall be verified before submission, as quotations cannot be withdrawn after opening. No proposal can be corrected after being opened. Quitman County Schools will not be responsible for errors or omissions on any Bid or to waive any informality in Bids and to accept or reject any items thereon.
8. **DUTY TO EXAMINE:** It is the responsibility of each offeror to examine the entire solicitation, seek clarification in writing, and check its offer for accuracy before submitting the offer. Lack of care in preparing an offer shall not be grounds for withdrawing the offer after the offer's due date and time nor shall it give rise to any contract claim.
9. **ADDENDA:** If clarification of the specifications/instructions is required the request shall be made in writing. The school district or its agent will respond to material questions in the form of an addendum. All efforts will be made to provide any required addenda on the QCSD on-line web site, and through the EPC (E-Rate Productivity Center). It is a vendor's responsibility to monitor the EPC for addenda to solicitations, to incorporate the necessary actions into their proposal, and to acknowledge in their submission the receipt of addenda. QCSD shall bear neither responsibility nor obligation for bidders' failure to consider a posted addendum. A proposal submitted without considering addenda that has been issued may be rejected as non-responsive.
10. **DELIVERY PREPAID:** It is understood that the bidder agrees to deliver prepaid, to an inside point or points of receipt, all items on which proposals are accepted, as indicated on the proposal form. All costs for delivery, drayage, freight, and installation are to be borne by the bidder.
11. **AWARDS:** A condition of the RFQ is the vendor's agreement to provide discounted billing for all items which receive a positive FCDL from the Universal Service Program.

SECTION 3: BIDDER QUALIFICATIONS/OBLIGATIONS

1. Before any proposal can be accepted, a bidder must be deemed qualified in the judgment of Quitman County Schools officials to perform as required herein. A proposal may be rejected if a bidder fails to meet any one of the following qualifications:
 - a. **RELIABILITY:** A successful bidder must have a proven (or believable) record of service, particularly with respect to delivering all items on a regularly scheduled basis at favorable prices. A distributor may be designated as unacceptable if the requirements listed herein have been previously violated and/or poor communications exist between the seller and Quitman County Schools.
 - b. **ACCOUNTING PRACTICES:** A successful bidder must clearly demonstrate to Quitman County Schools officials his capability to provide accurate, reliable, and timely reports, in terms of invoices, statements, and credits.
 - c. **DEBARMENT DISCLOSURE:** If an offeror has been debarred, suspended, or otherwise lawfully prohibited from participating in any public procurement activity, the offeror shall disclose that information in its offer. Failure to do so shall result in rejection of its offer and/or cancellation of any purchase agreement.
 - d. **Valid FCC Service Provider ID Number (SPIN):** A successful bidder must provide a valid FCC SPIN. The district anticipates the use of supportive funding from the Federal Universal Service Fund (E-Rate) and the final purchase would be dependent on securing that funding. Failure to provide a valid SPIN shall result in the rejection of the offer.

SECTION 4: STANDARD CONTRACT CONDITIONS

1. This contract shall be governed in all respects as to validity, construction, capacity, performance, or otherwise by the laws of the State of Georgia.
2. Contractors providing services under this Request for Quotations herewith assure the school system that they are conforming to the provisions of the Civil Rights Acts of 1964, as amended.
3. State Sales and Use Tax Certificate of exemption form will be issued upon request.
4. Deliveries against this contract must be free of excise or transportation taxes except when such a tax is part of the price and Quitman County Schools are not exempt from such levies. Excise tax exemption registration number may be used when required.
5. The contractor agrees to retain all books, records, and other documents relative to this agreement for ten (10) years after final payment. Quitman County Schools, its authorized agents, and/or State/Federal auditors shall have full access to and the right to examine any of said materials during said period.
6. By signature on the face of this document, a bidder certifies that proposal is made without prior understanding agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. The bidder certifies understanding collusive bidding is a violation of Federal law and can result in fines, prison sentences, and civil damage awards. The bidder further agrees to abide by all conditions of this proposal and certifies that he/she is authorized to sign this proposal for the bidder.

7. Prohibition against conflicts of interest, gratuities, and kickbacks. Any employee or any official of Quitman County Schools, elective or appointed, who shall take, receive any rebate, percentage of contract, money or other things of value, as an inducement or intended inducement, in the procurement of business, or the giving of business, for, or to, or from, any person, partnership, firm or corporation offering, bidding for, or in open market seeking to make sales to Quitman County Schools shall be deemed guilty of a felony and upon conviction such person or persons shall be subject to punishment or a fine in accord with State and/or Federal laws.

8. To warrant consideration for an award of contract resulting from this solicitation, vendors must agree to participation in the Universal Service Support Mechanism for Schools and Libraries (commonly known as “E-rate”) as provided for and authorized under the federal Telecommunications Act of 1996 (Reference 47 U.S.C. § 254, “Universal Service”). Vendors acknowledge that any contractual relationship resulting from this solicitation of proposals may be partially or entirely dependent upon the successful receipt of Universal Service Fund (“USF”) subsidies. Vendors agree to maintain compliance with all applicable USF regulations, program mandates and auditing requirements.

SECTION 5: SPECIAL INSTRUCTIONS

1. **PROPOSAL COPIES:** Bidder should supply one (1) electronic copy when submitting.

THE FOLLOWING ITEMS MUST BE SIGNED AND RETURNED ALONG WITH YOUR PROPOSAL:

- Page 08 “VENDOR INFORMATION FORM” – **Attachment A**
- Page 09 “VENDOR REFERENCES” – **Attachment B**
- Page 10 “ACKNOWLEDGEMENT” – **Attachment C**
- Page 11 “DEBARMENT FORM” – **Attachment D**
- Page 13 “CERTIFICATION OF NON-COLLUSION” – **Attachment E**
- Page 14 “GA SECURITY & IMMIGRATION COMPLIANCE ACT FOR CONTRACTORS” – **Attachment F**
- Page 15 “BID SUBMISSION CHECKLIST” – **Attachment G**
- Page 17 “QUOTE” – **Attachment H**

FAILURE TO SIGN AND/OR SUBMIT THESE DOCUMENTS MAY RESULT IN THE DISQUALIFICATION OF YOUR PROPOSAL.

ATTACHMENT A

**QUITMAN COUNTY SCHOOL DISTRICT
VENDOR INFORMATION FORM**

Mailing Address (Please type or print. Complete all items)

Business Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ Fax: _____ Email: _____

Remittance Address (if different)

Business Name: _____

Address: _____

City, State, Zip: _____

Phone: _____ Fax: _____ Email: _____

Other Vendor Information

Federal Business ID (or SSN): _____ / DUNS # _____

Certification

Under penalty of perjury, I certify that:

1. The information stated in this application is factual and true, **and**
2. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), **and**
3. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

Certification Instructions: You must cross out Item 3 above if you have been notified by the IRS that you are currently subject to backup withholding because of under reporting interest or dividends on your tax return. For real estate transactions, Item 3 does not apply. For mortgage interest paid, the acquisition or abandonment of secured property, contributions to an individual retirement account (IRA), and generally payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN.

(Representative's Signature)

Date

Please type or print representative's name

Return with Proposal

ATTACHMENT B

**QUITMAN COUNTY SCHOOL DISTRICT
REFERENCE SHEET**

(Please list Districts that you provide with like services.)

Company/Contact Person: _____

Address: _____

City, State and Zip: _____

Telephone: _____ Fax: _____ E-Mail _____

Company/Contact Person: _____

Address: _____

City, State and Zip: _____

Telephone: _____ Fax: _____ E-Mail _____

Company: _____

Address: _____

City, State and Zip: _____

Telephone: _____ Fax: _____ E-Mail _____

Company/Contact Person: _____

Address: _____

City, State and Zip: _____

Telephone: _____ Fax: _____ E-Mail _____

Return with Proposal

ATTACHMENT C

ACKNOWLEDGEMENT

I (WE) PROPOSE TO FURNISH AND DELIVER THE ITEMS AS LISTED IN THE PROPOSAL FORM ACCORDING TO YOUR SPECIFICATIONS AND QUANTITIES AT THE INDICATED PRICES.

THIS PROPOSAL FORM CONSISTS OF INVITATION, GENERAL AND SPECIAL INSTRUCTIONS, AND SPECIFICATIONS. WE UNDERSTAND THAT A COMPANY OFFICER'S SIGNATURE IS REQUIRED AND, UNLESS THIS HAS BEEN DONE, OUR "REQUEST FOR PROPOSAL" MAY BE CONSIDERED INCOMPLETE AND REJECTED THEREFORE.

I (WE), THE UNDERSIGNED, DO HEREBY UNDERSTAND AND ACCEPT THE INSTRUCTIONS AND CONDITIONS UNDER WHICH THIS QUOTATION IS BEING SUBMITTED.

NAME OF COMPANY: _____

(COMPANY FEDERAL ID NUMBER) (E-MAIL ADDRESS)

(STREET ADDRESS) (CITY AND STATE) (ZIP)

PHONE: () _____, FAX: _____

This acknowledgment must be properly signed and firmly attached to your bid. The acknowledgment becomes a part of your Bid and without it your Bid is not complete and will be subject to rejection.

Bidder acknowledges addendum(s): No 1 ____, No 2 ____, No 3 ____, (If Applicable) Bid No. _____

BY: _____
(Officer's Printed Name) (Title)

(Signature) (Date)

Return with Proposal

ATTACHMENT D

**Certification regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion –
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7CFR Part 3017, Section 3017-510. Participants' Responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-1733).

(BEFORE COMPLETING CERTIFICATION, PLEASE READ INSTRUCTION ON NEXT PAGE)

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

(Organization Name)

PR/Award # or Project Name

Name(s) and Title(s) or Authorized Representatives

Signature(s)

Date

Form AD-100-18(1/92)

Return with Proposal

Instructions for Certification

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediately written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms “covered transaction”, “debarred”, “suspended”, “ineligible”, “lower tier covered transaction”, “participant”, “person”, “primary covered transaction”, “principal”, “proposal”, and “voluntarily excluded”, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this form that should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this clause titled “Certification Regarding Document, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions”, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to check the Non-Procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Form AD-10-18(1/92)

ATTACHMENT E

CERTIFICATION OF NON-COLLUSION

I certify that this Bid/Proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a Bid/Proposal for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud per the requirements of OCGA 50-5-67 (e).

I certify that this Bid/Proposal is made without prior understanding, agreement, or connection with any member of the government agency letting this public works contract and is in all respects fair and without collusion or fraud per the requirements of OCGA 36-91-21 (f).

I further certify that the provisions of the Official Code of Georgia Annotated 45-10-20 et. seq. has not and will not be violated in any respect.

I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and civil damage awards. I agree to abide by all conditions of this Bid/Proposal and certify that I am authorized to sign this Bid/Proposal for the Bidder/Offeror.

The Bidder being sworn disposes and says, its agents, officers, or employees have not directly or indirectly entered into any agreements, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

Company Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Name: _____ Title: _____

Signature: _____ Date: _____

Notary Public: _____

_____ (County), _____ (State)

(Apply Seal Here)

My Commission Expires: _____

Subscribed and Sworn Before Me On This _____ Day of _____, 2024.

Return with Proposal

ATTACHMENT F

**CONTRACTOR AFFIDAVIT AND AGREEMENT
GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT**

COMES NOW before me, the undersigned officer duly authorized to administer oaths, the undersigned Contractor, who, after being duly sworn, states as follows:

By executing this affidavit, the undersigned Contractor verifies its compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1 et al, stating affirmatively that the individual, firm, or corporation which is contracting with the **Quitman County School District; Georgetown, Georgia**, has registered with and is participating in a federal work authorization program [i.e., any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02].

The undersigned Contractor further agrees that, should it employ or contract with any Sub-Contractor(s) in connection with the physical performance of services pursuant to the contract with the **Quitman County School District; Georgetown, Georgia**, of which this affidavit is a part, the undersigned Contractor will secure from such Sub-Contractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02 through the Sub-Contractor's execution of the Sub-Contractor Affidavit required by Georgia Department of Labor Rule 300-10-1-.08, or a substantially similar Sub-Contractor Affidavit.

The undersigned Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the **Quitman County School District; Georgetown, Georgia** at the time the Sub-Contractor(s) is retained to perform such service.

EEV / Basic Pilot Program* User Identification Number: _____

Company Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Name: _____ Title: _____

Signature: _____ Date: _____

Notary Public: _____, _____ (County), _____ (State).

This _____ Day of _____, 2024. My Commission Expires: _____

* As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Return with Proposal

ATTACHMENT G

BID SUBMISSION CHECKLIST

Please place your initials by each number before submitting your bid. Failure to submit complete bid will result in disqualification.

- ___ 1. One (1) electronic copy of complete proposal.
- ___ 2. Vendor Information Form completed – Attachment A (page 08)
- ___ 3. Vendor References Form – Attachment B (page 09)
- ___ 4. Acknowledgement Form completed – Attachment C (page 10)
- ___ 5. Debarment Form completed – Attachment D (page 11)
- ___ 6. Certification of Non-Collusion – Attachment E (page 13)
- ___ 7. (Contractor) Georgia Security & Immigration Compliance Act – Attachment F (page 14)
- ___ 8. Bid Submission Checklist - Attachment G (page 15)
- ___ 9. Quote – Attachment H (page 17)

Signature

Date

Return with Proposal

Bid Specifications

Quitman County Schools requires upgraded network switching electronics at instructional facilities. The District is seeking bids from qualified vendors for **equipment (license if required) and installation**. Bids shall include installation and configuration at the unit level.

The District has a strong preference for Extreme Networks equipment and the specific models provided in the quote sheet below for the purposes of compatibility and administration. In accordance with E-rate program rules, the District will evaluate equivalent options offered. However, to be considered for evaluation, it will be incumbent upon prospective vendors to demonstrate interoperability with the existing Extreme Networks deployment and all comparable features.

Bids should include equipment warranty details and terms.

ATTACHMENT H - Quote Sheet

Make	Model	Description	Qty	Ea	Ext
Extreme Networks <i>(or equivalent)</i>	5420M-16MW-32P-4YE	Extreme Switching 5420M 16 100Mb/1Gb/2.5Gb 802.3bt 90W PoE 32 10/100/1000BASET FDX/HDX PoE+ 2 stacking/SFP-DD 4 10/25G un-pop SFP28 MACsec capable includes fan module 2 un- pop modular PSU slots. *Include installation / configuration	11		
Extreme Networks <i>(or equivalent)</i>	97004-5420M-16MW-32P-4YE	Extreme Networks Advanced Hardware Agreement, extended warranty – (4) year	11		
Extreme Networks <i>(or equivalent)</i>	XN-ACPWR-920W	Extreme Networks 920W AC PoE PSU supported on PoE models of 5420 switches. *Include installation / configuration	22		
Extreme Networks <i>(or equivalent)</i>	10099	Extreme Networks Power Cord, 15A, USA, NEMA 5-15, IEC320-C15 *Include installation / configuration	22		
Extreme Networks <i>(or equivalent)</i>	10302	Extreme Networks 10 Gigabit Ethernet SFP+ module, 1310nm, SMF 10km link, LC connector. *Include installation / configuration	8		
Extreme Networks <i>(or equivalent)</i>	10G-DACP-SFPZ5M	Extreme Networks 10G PASSIVE DAC SFP+ 0.5M. *Include installation / configuration	6		
Extreme Networks <i>(or equivalent)</i>	10305	Extreme Networks 10 Gigabit Ethernet SFP+ passive cable assembly, 3m length. *Include installation / configuration	3		
[generic]	[generic]	Generic 100ft Fiber (single mode) cable, LC Duplex-M connectors, 9um diameter	4		

Total Bid Price: \$ _____

Company Name

Authorized Signature