

SPECIFICATIONS AND BID FORMS FOR
WINDOWS TOUCHSCREEN LAPTOPS PURCHASE

BID: #21-002- BOE

Due on or before 12:00pm on May 15 to the:

IT DEPARTMENT
WESTON BOARD OF EDUCATION

ALL BIDS SHOULD BE E-MAILED TO: itbids@westonps.org

Bids will be received via email by the IT Coordinator for the Board of Education of the Town of Weston, Connecticut, until 12:00 P.M. on May 15 at which time bids for WINDOWS TOUCHSCREEN LAPTOPS are due. Each bid should be clearly marked: BID #21-002-BOE. See specifications on page 4.

All bids must be submitted on the forms provided and shall include all firm names, signatures, addresses, and other information required. Each bid must be signed by an authorized representative of the company, and identified as a bid giving the name of the company and the bid.

The Weston Board of Education reserves the right to accept or reject any and/or all bids. The Weston Board of Education shall be under no obligation to accept the lowest financial bid if it is deemed in the best interest of the school system.

The Weston Board of Education may make such investigations as it deems necessary to determine the ability of a Bidder to perform the work. The Bidder shall furnish all information and data for this purpose as the Weston Board of Education may request. The Weston Board of Education reserves the right to reject any bid if evidence submitted by the Bidder or investigation of the Bidder fails to satisfy the Board that the Bidder is properly qualified to carry out the obligations of a contract resulting from this bid. Bidder is also requested to provide an audited statement of the financial conditions of the company.

No bidder may withdraw his bid for a period of forty-five days after the opening date.

The bidder is to clearly state in the bid exactly what is intended to be furnished and is to furnish with the bid an illustration or other descriptive material which will clearly indicate what will be furnished. Samples are to be submitted upon request.

Any alleged oral agreement or arrangement made by a bidder or contractor with any agency or any employee of the Weston Board of Education will be disregarded.

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The Weston Board of Education reserves the right to award by item, or part thereof, groups of items, or parts thereof, or all items of the bid, and to award contracts to one or more bidders submitting identical proposals as to prices; to reject any and all bids in whole or in part; to waive technical defects, irregularities, and omissions if, in his judgment, the best interest of the Board will be served.

The Weston Board of Education reserves the sole and absolute right to reject any proposal offering services which, in its opinion, does not meet the standard of quality established by these specifications.

The Board of Education of the Town of Weston is exempt from the payment of taxes imposed by the Federal Government and/or the State of Connecticut, including the Federal Transportation Tax. Such taxes should not be included in any bid price involving the payment of funds from the district.

The quantities listed in these specifications may be increased or decreased by the Weston Board of Education, depending upon its actual requirements.

Bidders shall indicate how many days after receipt of the order the Board can expect delivery of merchandise. At the Board's request, contractors are required to provide written estimated delivery times once an order has been placed with a contractor. The contractor is responsible for notifying the ordering agency at least forty-eight (48) hours in advance of shipment.

Deliveries shall be made as specified by the ordering agency during normal business hours. All items shall be delivered at the location specified by the ordering agency in accordance with good commercial practice.

All contractors and vendors will be required to comply with all provisions of the Civil Rights Act of 1964, Executive Order 11246 of September 24, 1965, the Connecticut Fair Employment Practices Act and all of the rules, regulations, and relevant orders of the Secretary of Labor (or other authorized agent or agency), as amended.

In accordance with Public Act No. 366, the Contractor and each subcontractor shall agree and warrant that in the performance of this contract, it will not discriminate or permit discrimination against any person or group of persons on the grounds of race, sex, color, religion or national origin, in any manner prohibited by municipal, state or federal law.

All equipment furnished and work performed must meet Federal OSHA (Occupational Safety and Health Act) and CSA (Construction Safety Act) standards as amended.

The bidder is assumed to have made himself familiar with all Federal and State Laws and all local bylaws, ordinances, and regulations which in any manner affect those engaged or employed on the work, or the materials or equipment used in the work, or in any way affect the conduct of the work, and no pleas of misunderstanding will be considered on account of ignorance thereof.

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If bidder shall discover any provisions in the Bid Specifications which are in conflict with any such law, bylaw or ordinance or regulation, he shall forthwith report it to the Owner's Representative in writing at once.

Amendments to or withdrawals of bids received later than the time and date set for bid opening will not be considered.

Bids must be submitted on proposal schedule forms attached hereto. Bids received later than the time and date specified will not be considered.

FOR: WINDOWS TOUCHSCREEN LAPTOPS

BID SPECIFICATIONS

- Laptop Type: Microsoft Surface Laptop 3 or similar Touchscreen Laptop
 - Total Number of Laptops to be Purchased: 275
 - Display: 13.5" HD or greater
 - Processor: Intel Core i5 or equivalent/greater
 - Memory: 8 GB or greater
 - Hard Drive: 128 GB SSD or greater
 - Wireless: 802.11 AC
 - Additional laptop charger
 - Bluetooth
 - Camera
 - Imaging of all laptops
 - Warranty: 3-Year Accidental Damage Protection
 - Please provide optional 48-month capital lease pricing
 - Pricing must be honored for six months after bid closing
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All questions should be emailed to: itbids@westonps.org

BID SHEET

DELIVERY BEFORE : _____

PRICES WILL HOLD UNTIL: _____

BIDDER NAME : _____

BIDDER ADDRESS : _____

NAME: _____ SIGNATURE: _____

TITLE: _____ DATE: _____

TELEPHONE: _____ FAX: _____

E-MAIL: _____