

Regional School District # 19 and Mansfield Public School District

REQUEST FOR QUOTE (RFQ)

**STUDENT CHROMEBOOKS**

February 2022

**SUBMISSION/CONTACT ADDRESS**

Information Technology Department

Attn: Yvette Gauthier

[technology@mansfieldct.org](mailto:technology@mansfieldct.org)

*Quotes will be accepted in electronic format only.*

**Summary**

Regional School District # 19 and the Mansfield Public School District are seeking Chromebooks for use by students in our schools.

**Core Specifications**

**Student Chromebooks**

The two Districts are seeking quotes for Chromebooks to be used by students. Specifically:

- The quote **must** include **all** of the following **required** items:
  1. The Chromebook itself.
    - The following model is highly preferred:
      - Dell Chromebook 3110: Celeron N4500, 1.1 GHz, 4 GB RAM, 32 GB eMMC, 11.6" non-touch screen, Wi-Fi, Webcam, USB-C power adapter included.
    - While the above model is highly preferred, a vendor can optionally quote a different brand and/or model as an alternate and it will be considered.
    - The quote should specify what minimum initial warranty is included with the new device.
  2. Chrome OS Management License Education for the above Chromebooks.
  3. White glove service for the above Chromebooks.
    - The vendor should specify what their white glove service includes (i.e. does it include enrollment or not; does it include OS upgrade or not; does it include putting on the case or not; does it include asset tagging or not;

does it include a spreadsheet or serial and asset number or not, etc.). If the white glove services are “ala carte”, then list all potential options accordingly that way.

4. Protective case for the Chromebook

- The case must snap onto the Chromebook (not a sleeve and not a stick-on case; it must snap onto the Chromebook – commonly referred to as a “clamshell case”). We will need to read/scan a barcode on the Chromebook through the case so the bottom of the case should have some portion (or all of it) as a clear transparent case mostly free of texture plastic to allow for scanning of a barcode label on the bottom of the Chromebook.
- For example, cases such as below meet these requirements:
  - Gumdrop DropTech for Dell Chromebook 3110/3100 (Clamshell) – Part # DT-DL3100CBCS-BLK  
(<https://www.gumdropcases.com/products/droptech-dell-3110-3100-clamshell>)
  - We will consider other cases as well that meet these requirements.

**Quantity**

- We anticipate that we will place two orders as follows (note there are two different delivery addresses):

A total quantity of 510 devices as follows:

- An order of **310 devices** for Regional School District 19 and will be delivered to 1235 Storrs Road, Storrs Mansfield, CT 06268. A standard-height loading dock is available at this address.
- An order of **200 devices** for Mansfield Public Schools and will be delivered to 205 Spring Hill Road, Storrs, CT 06268. There is no loading dock at this address.

**Proposal Submission Requirements**

1. The quote must be good for at least 21 days. The quote should specify the length of time until the quote expiration.
2. If there are any additional costs for shipping or otherwise, it should be listed on the quote as a shipping and/or handling charge.
3. The vendor must explain if the quoted items are either (1) currently in-stock and/or (2) currently back-ordered with a rough estimate of an anticipated timeline until in-stock (in both cases, this answer is as of the initial date of the quote).
4. After the quote expires, we may choose to reach out to the vendor with a desire to order additional quantity of the product, however we accept that the pricing might by necessity change if the vendor can no longer meet that price (or models) after the initial quote expires.
5. Quotes will be accepted in electronic format only to the email address and name on this RFQ document (see the beginning of this document). Vendors may use a format of their

own choosing for the quote. Questions about the process should be directed to the same email address as well.

6. The vendor is responsible for submitting a quote for consideration in a timely manner with a desired deadline of Friday, February 25, 2022 at 11:00am.

### **Selection Process**

Pricing is a key factor in the selection process, however it is not the only factor as the Department will consider the vendor's ability to fulfill this product request. We reserve the right to reject any or all submissions, to select an applicant in a manner that is advantageous to the school, and to waive all formalities in the bidding. The vendor is responsible for submitting a quote for consideration in a timely manner with a desired deadline of Friday, February 25, 2022 at 11:00am. If a sufficient number of proposals are not received by the deadline, we reserve the right to extend the deadline. Additionally, we reserve the right to extend the deadline to request additional information from vendors.

We do not expressly state or imply any obligation to reimburse responding applicants for any expenses incurred in preparing submissions in response to this request. The selected firm is expected to meet any relevant state and federal legal requirements. We are an equal opportunity employer.