**Notice to Bidders**

Bids must be received by 10:00 a.m., Thursday, 4/28/2016 at the Central Mississippi Regional Library System (CMRLS) Administrative Office. Physical address - 100 Tamberline Street, Brandon, MS 39043 or Mailing address – PO Box 1749, Brandon, MS 39043. Attention: Tammy Jones. No bids will be accepted after the deadline. Opening of the bids will take place at 10:05 am at the above address. Delays caused by any delivery service, including the U.S. Postal Service, will not be grounds for an extension of the proposal due date and time. Vendors are solely responsible for ensuring that proposals are delivered on time.

Absolutely, no information will be given over the phone. Questions must be emailed to tcjones@cmrls.lib.ms.us. Responses will be posted on [www.cmrls.lib.ms.us](http://www.cmrls.lib.ms.us), and a link will be available on the CMRLS homepage directing vendors to the responses.

**E‐Rate**

This notice to bidders is for services to be subsidized under the Universal Services E‐Rate Program for Schools and Libraries. The notification of obligation to complete this project will be the issuance of a CMRLS Purchase Order. E-rate funding does not obligate the library. If library funds are not available for the library portion, all contracts will become null and void and the project will not be implemented. The project is contingent upon available e-rate and library funds. The CRMLS reserves the right to reject or accept any bid (Quote) when the decision is in the best interest of the library system.

# The successful vendor shall invoice the Library and USAC following successful delivery and installation of the equipment.  The successful vendor will bill USAC for the discounted portion of the service and the Library for the non-discounted portion. The successful vendor will provide a signed contract for purchase to CMRLS before noon on 4/29/2016.

**Registration with USAC**

Proposers must be a service provider registered with USAC and provide their Service Provider Identification Number (SPIN) in the proposal.  Information about USAC Service Providers is available at http://www.universalservice.org/sp/.

**Equipment**

All equipment must be new equipment purchased from an authorized reseller. The proposed Switches should be HP 1920-PoE+Switch Series or equivalent. All switches should be 10/100/1000 PoE Plus. Seven 48 port switches and two 24 port switches should be proposed. Bid is for equipment only. No installation or configuration is requested.

## The Library will consider proposals for equipment manufactured by other companies that is equivalent to the quality and functionality of the equipment listed and is compatible, as well as interoperable, with the Library’s existing network equipment. Should a Vendor wish to include equipment manufactured by a different company, they must list the equivalent model name and number on the Vendor Proposal form below.  Vendors that propose other manufacturer’s products are required to provide specification sheets for the proposed equivalent.

**Bid Matrix**

|  |  |
| --- | --- |
| Factor | Points Available |
| Price of the eligible product | 50 |
| Prior Positive Experience with the Vendor | 20 |
| Ease of Use | 20 |
| Local or In-state Vendor | 10 |

**Central Mississippi Regional Library System**

**Vendor Proposal**

Allapplicable taxes, fees, shipping and surcharges from which the library is not exempt or that is imposed or assessed by Vendor must be shown below or they will not be paid by the Library.

|  |  |  |  |
| --- | --- | --- | --- |
| Equipment | Price Each | Quantity | Extended Price |
| HP 1920-48G Managed L3 Switch +PoE+ (JG928A) |  | 7 |   |
| OR HP 1920-48G Switch Equivalent (list model name, model number, and cost) |  |  |   |
|  |  |  |  |
| HP 1920-24G Managed L3 Switch  |  | 2 |   |
| HP 1920-24G Switch Equivalent (list model name, model number, and cost) |  |  |  |
|   |  |  |   |

 Vendor SPIN \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_