

CORINTH SCHOOL DISTRICT

1204 North Harper Road - Corinth, MS 38834 - 662-287-2425 - corinth.k12.ms.us



REQUEST FOR PROPOSAL (RFP) Sale of 1:1 Computer Equipment, Miscellaneous Technology Equipment, Accessories, and Supplies

Written proposals are being sought by Corinth School District for the sale of used Apple MacBook Airls, Apple iPads, and other miscellaneous technology equipment, accessories, and supplies

Corinth School District proposes to sell approximately 2500 used MacBook Airls that have been used by students and teachers participating in our Digital Learning Initiative at Corinth Elementary, Middle, and High Schools. The majority of these laptops have been used in this environment for two school years. The District will also sell approximately 700 iPad devices. In addition, assorted cases and other miscellaneous technology equipment, accessories, and supplies will be included.

Copies of this RFP and, if any, subsequent addenda as well as detailed specifications, communications, updates, and other relevant information can be found on our website: corinth.k12.ms.us/bid

Interested parties shall submit a proposal clearly labeled with the words "Proposal–Sale of Computer Equipment" on or before 2:00 PM CST, September 1, 2023 in the one of the following ways:

Physical Submission	Electronic Submission	Submission Deadline
Corinth School District Proposal - Sale of Computer Equipment 1204 North Harper Road Corinth, MS 38834	bid@corinth.k12.ms.us	09/01/2023 02:00 PM CST

Proposal Receipt

Proposals will be received by the Corinth School District at the Office of the Superintendent, 1204 Harper Road, Corinth, MS 38834 until 2:00 p.m. on Friday, September 1, 2023. Proposals received after the stated deadline will be deemed invalid and will not be considered. The responsibility for timely delivery of proposals rests solely with the vendor.



Project Overview

Communication

Vendor(s) must coordinate all work through Corinth School District designated contact(s)

Schedule of Events

Event	Date(s)
Release of RFP	8/10/2023
Newspaper Publish Date(s)	8/10/2023, 8/17/2023, 8/24/2023
Deadline for Submission of Proposals	9/1/2023 02:00 PM CST
Opening of Proposals	9/1/2023
Estimated Bid Award Date	9/14/2023

Inquiries and Equipment Review

All correspondence and inquiries regarding this RFP must be done via email to: bid@corinth.k12.ms.us

If a vendor does not receive a response within 24 hours, it is the responsibility of the vendor to call John Frame at 662-287-2425 or Myra McCarley at 662-287-2425 to confirm that the email message was received.

Addenda

Any addenda issued after the issue of this RFP shall be covered in the proposal and in closing a contract they shall become part thereof. If any questions arise within the RFP documents, proposers may submit to the Corinth School District a written request for interpretation. Interpretation, if any, of documents will be made by addendum to the RFP. Copies of any addendum will be posted on the website: corinth.k12.ms.us/bid. Vendors should check the site on a regular basis for addenda and / or communication regarding this RFP. Corinth School District will not be responsible for any other explanation and / or interpretations.

Withdrawal of Proposal

Proposals cannot be withdrawn after submission, unless a vendor makes a request, in writing, to Corinth School District prior to the deadline for submitting proposals. Corinth School District will not accept proposals submitted after the submission deadline.

Waivers

Corinth School District reserves the right to waive any formality and to reject any or all proposals in whole or part.

**Governing Law**

All RFPs and related documents submitted to Corinth School District by the vendor(s) are governed under the laws of the state of Mississippi. Vendor(s) and its employee(s), representative(s), and / or subcontractor(s) agree(s) to abide by all applicable federal, state and local codes, laws, rules, and regulations.

An agreement resulting from this solicitation shall be governed by and construed in accordance with the laws of the state of Mississippi. Venue for any and all legal action regarding or arising out of transactions covered herein shall be solely in Alcorn County, State of Mississippi.

Reserved Rights

Corinth School District reserves the right to:

- Give full and proper consideration to the service, reputation, product knowledge, and experience of all companies presenting proposals, and to disqualify any such vendor it deems unqualified to provide the service(s) requested.
- Reject any and all proposals if deemed necessary.
- Accept any alternative proposal believed to be in the best interest of the district.
- Waive any formality in the proposal submission.
- Cancel any awarded proposal if the service proves unsatisfactory.

Corinth School District Regulations

Vendor(s) and their representative(s) shall follow all applicable school district policies and regulations while on Corinth School District property. No work shall interfere with school activities or environment unless the principal or person in charge gives permission.

Vendors are prohibited from contacting or lobbying members of the school board, school district administrators, school district employees, school district contractors, or school district consultants. Failure to conform to this condition will be grounds for disqualification of the vendor.

Basis of Award

Overall amount and quality of proposal.

General Conditions**Scope of Work**

- Sale of approximately 2500 13" MacBook Air (Retina, 13", 2020, Intel) devices with cases
- Sale of approximately 700 iPad (8th Generation) devices with cases
- Sale of approximately 100 miscellaneous Apple devices
- Sale of other miscellaneous computers, technology, accessories, etc.



Terms of Sale

- All equipment being offered for sale is used equipment, and as such will have wear and defects. Every effort has been taken to maintain these devices in a fully functional condition. However, there are a few units with bad or missing components.
- All of the iPads have been in cases and maintained in a cart environment. Approximately 975 of the MacBooks have been in cases and maintained in a cart environment. The remaining have been transported daily from home to school by students and staff. These devices have always been in protective cases and district issued backpacks.
- The equipment is available for onsite inspection by appointment only. Email bid@corinth.k12.ms.us to schedule an onsite visit or to request specific information about the equipment.
- All equipment is sold "As Is Where Is" and all sales are final.
- In the case of a discrepancy in the computed proposal pricing, the unit price shall govern and the total price shall be revised accordingly.
- Proposal prices shall remain valid for 60 days after the scheduled opening date.

Security to Perform

All bids shall be accompanied by a cashier's check, certified check, bid bond or irrevocable letter of credit in the amount of Five Percent (5%) of the total amount of the bid, as security to ensure performance in the event such bid is accepted as the highest or best bid. If an electronic bid is submitted, the District must receive the security prior to the bid opening time. In the event that such bid is not selected as the highest or best bid, the District shall return such security to the Bidder. If a bid is selected as the highest or best bid and the Bidder fails to perform, such security shall be retained as liquidated damages.

Availability of Equipment

The MacBooks and iPads being sold will be available for the winning bidder for packing and shipping on or about October 15, 2023.

Shipping Requirements

The winning bidder will be required to provide all labor, packaging, and shipping materials, make all shipping arrangements, and pay all shipping costs. All equipment must be removed from Corinth School District property within 30 days of the equipment available date.

Corinth School District can accommodate up to full size semi-trucks and trailers, but there is no loading dock or forklift available. The winning bidder is responsible for the coordination of all arrangements needed to provide for an efficient pickup and loading of the computer equipment.



Technical Specifications

1. Apple MacBook Air (Retina, 13-inch, 2020) Intel
Model - MYY82LL/A MBA SG 13.3/1.1GHZ DC/8GB/128GB - USA
2. iPad (8th Generation)
Model - MYLU2LL/A IPAD WI-FI 32GB SPACE GRAY USA
3. Miscellaneous Apple devices
4. Miscellaneous technology equipment, accessories, and supplies

***Applicant Information*****Company Information****Entity Name****DBA Name**

Address

Address

City

State

Zip

Company Phone

Contact Name

Contact Email

Contact Phone

Contact Cell

Contact Email

**School District References / Significant Projects**

List three (3) similar school district projects completed within the last two (2) years.

References may be contacted during the bidder qualification process.

School District Reference One (1)

School District	
Address	
City, State, ZIP	
Contact Name	
Phone	
Email	
Contract Amount	
Date Completed	

School District Reference Two (2)

School District	
Address	
City, State, ZIP	
Contact Name	
Phone	
Email	
Contract Amount	
Date Completed	

School District Reference Three (3)

School District	
Address	
City, State, ZIP	
Contact Name	
Phone	
Email	
Contract Amount	
Date Completed	

**Key Employees**

List the contact details, certifications, and experience working with school districts of key individuals in your organization working in and / or assigned to Mississippi.

Key Employee One (1)

Name	
Title	
Address	
Phone	
Email	
Cell Phone	
Certifications	
Relevant Experience	

Key Employee Two (2)

Name	
Title	
Address	
Phone	
Email	
Cell Phone	
Certifications	
Relevant Experience	

Key Employee Three (3)

Name	
Title	
Address	
Phone	
Email	
Cell Phone	
Certifications	
Relevant Experience	

***Submission Checklist***

The following items are to be submitted with proposals:

- ☐ Applicant information
- ☐ References from three (3) school districts for similar projects
- ☐ Key employee worksheet
- ☐ Completed W-9
- ☐ Signed attestation

Attestation

We hereby acknowledge and accept the qualification requirements and attest the information provided herein is truthful and accurate by executing this document. If we meet the prequalification requirements, we will submit a bid to the Corinth School District.

Printed Name:

Title:

Signature:

Date:
