

Invitation to Bid

20160203 NETWORK FIREWALL

Responses to an Invitation to Bid will be received by the Purchasing Supervisor, Sumner County Board of Education, 1500 Airport Road, Gallatin, TN 37066 for 20160203 NETWORK FIREWALL until 10:00 a.m. CDT February 3, 2016. Bid responses will be opened at that time, taken under advisement and evaluated. Should you have any questions please contact Chris Brown - Technology Department at chris.brown@sumnerschools.org. All proposals are subject to the Board of Education's conditions and specifications which are available from Vicky Currey, Purchasing Supervisor (615) 451-6560. All bids can be viewed on line at www.sumnerschools.org.

NOTICE TO RESPONDENTS

Responses to an Invitation to Bid will be received by the Purchasing Supervisor in the SUPPORT SERVICE FACILITY CONFERENCE ROOM, Sumner County Board of Education, 1500 Airport Road Gallatin, TN 37066. They will be received until **10:00 A.M. Local Time FEBRUARY 5, 2016** for **20160203 NETWORK FIREWALL**, at which time the responses will be opened, taken under advisement and evaluated. ***BIDS WILL BE POSTED ON www.sumnerschools.org***

GENERAL REQUIREMENTS AND CONDITIONS

1. The Sumner County Board of Education reserves the right to accept or reject any and/or all responses in whole or in part, and to waive informalities therein.
2. Any responses received after the scheduled closing time for the receipt for responses will not be considered.
3. If a mistake is discovered after the responses are received, only the Sumner County Board of Education may allow the respondent to withdraw the entire response.
- 4.

PROPOSAL REQUEST

NUMBER: 20160203

TITLE: Network Firewall



SUMNER COUNTY BOARD OF EDUCATION SUMNER COUNTY, TENNESSEE

Purchasing Staff Contact:
Vicky Currey
(615) 451 6560
vicky.currey@sumnerschools.org

Technology Staff Contact:
Chris Brown
chris.brown@sumnerschools.org

This proposal solicitation document is available in an Adobe Acrobat (pdf) format. Any alterations to this document made by the proposer may be grounds for rejection of proposal, cancellation of any subsequent award, or any other legal remedies available to the Sumner County Board of Education.

Addendum

The following is an addendum to the Sumner County Board of Education bid request for 20160203 NETWORK FIREWALL.

The proposal due date has changed to the date and time listed below.

February 5, 2016 @ 10:00 a.m.

Introduction

Sumner County Board of Education, or herein known as “School System”, is hereby requesting a proposal for 20160203 NETWORK FIREWALL.

General Information

I. Proposal Package

All sealed proposal packages must include all of the following, when applicable. Any sealed proposals shall be rejected as a non-conforming bid if any applicable item is missing.

- Three (3) complete copies of proposal
- Evidence of a valid State of Tennessee Business License and/or Sumner County Business License
- Evidence of compliance with the Sumner County Board of Education Insurance Requirements, if work is performed on School System Property
- Signed and completed Statement of Non-Collusion (Attachment 1)
- Properly completed Internal Revenue Service Form W-9
- Evidence of a company’s safety program and, if supported, a drug testing program (Attachment 2)
- Drug-Free Workplace Affidavit
- If bid is in excess of \$25,000, a certification of non-debarment must be completed (Attachment 3)
- Certification Regarding Debarment, Suspension, and Other Responsibility Matters
- Certification By Contractor (Attachment 4)

NEW VENDORS

1. To comply with Internal Revenue Service requirements, all vendors who perform any type of service are required to have a current IRS Form W-9 on file with the School System. At the time of requisition, the individual requesting a purchase order or disbursement will be informed if it is a new vendor and if a form W-9 is required. If form W-9 is required for a new vendor, the department head shall forward a completed form W -9 to the finance department. It can be obtained from the Internal Revenue Service's website at www.irs.gov.
2. To comply with the Tennessee Lawful Employment Act, non-employees (individuals hired as independent contractors) must have on file any 2m: of the following documents.

- Valid Tennessee driver license or photo ID issued by department of safety
- Valid out-of-state driver license
- U.S. birth certificate
- Valid U.S. passport
- U.S. certificate of birth abroad
- Report of birth abroad of a U.S. citizen
- Certificate of citizenship
- Certificate of naturalization
- U.S. citizen identification card
- Valid alien registration documentation or proof of current immigration registration

3. In addition, for all vendors with annual purchases in excess of \$50,000 (if a business license is required), a business license must be on file in the finance department, or the requisitioner must submit a copy with the purchase order requisition form or the payment requisition form, as applicable.

II. Responses

Proposal must include point-by-point responses to the RFP.

Proposal must include a list of any exceptions to the requirements.

Proposal must include the legal name of the vendor an

VII. Payment Terms

Payment terms shall be specified in the bid response, including any discounts for early payment. All payments, unless agreed upon differently, will be after receipt of service or product and School System's approval of conformance with specifications.

VIII. Deadline

Sealed proposals will be accepted until FEBRUARY 5, 2016 @ 10:00 A.M.. Proposals received after that time will be deemed invalid and returned unopened to the vendor. Vendors mailing proposal packages must allow sufficient time to ensure receipt of their package by the time specified. There will be no exceptions.

IX. Withdrawal or Modification of Proposal

XIII. Discussions

Discussions may be conducted with the vendors which have submitted proposals determined to be reasonably likely of being considered for selection to assure a full understanding of and responsiveness to the RFP requirements. Every effort shall be afforded to assure fair and equal treatment with respect to the opportunity for discussion and/or revision of their respective proposals. Revisions may be permitted after the submission and prior to the award for the purpose of obtaining the best offers.

XIV. Open Records

After the bid is awarded, all proposals will be subject to the Tennessee Open Records Act, and the proposals will be available to the public upon written request.

Summary information on bids submitted will be posted on the School System website at <http://www.sumnerschools.org> under “Bids” link.

XV. Assignment

Neither the vendor nor School System may assign this agreement without prior written consent of the other party.

XVI. Liabilities

The vendor shall indemnify School System against liability for any suits, actions, or claims of any character arising from or relating to the performance under this contract by the vendor or its subcontractors.

School System has no obligation for the payment of any judgment or the settlement of any claim made against the vendor or its subcontractors as a result of obligations under this contract.

XVII. Tax Status

Sumner County Board of Education is tax exempt.

XVIII. Invoicing

Invoices are to be submitted to:

Sumner County Board of Education
695 East Main Street
Gallatin, TN 37066

The vendor must provide an invoice(s) detailing the terms and amounts due and the dates due. All invoices shall indicate payment terms and any prepayment discounts.

XIX. Contract Nullification

School System may, at any time, nullify the agreement if, in the judgment of School System, the contractor(s) has failed to comply with the terms of the agreement. In the event of nullification, any payment due in arrears will be made to the contractor(s), but no further sums shall be owed to the contractor(s). The agreement between School System and the contractor(s) is contingent upon an approved annual budget allotment, and is subject, with thirty (30) days notification, to restrictions or cancellation if budget adjustments are deemed necessary by School System.

XX. Applicable Law

Sumner County, Tennessee is an equal opportunity employer. School system does not discriminate towards any individual or business on the basis of race, sex, color, age, religion, national origin,

ATTACHMENT 1

STATEMENT OF NON-COLLUSION

The undersigned affirms that they are dully authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this proposal in collusion with any other respondent, and that the contents of this proposal as to prices, terms or conditions of said proposal have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this proposal.

Company _____

Address _____

Phone _____

Fax _____

Respondent (Signature) _____

Respondent (Print Name and Title) _____

Authorized Company Official (Print Name) _____

DRUG-FREE WORKPLACE AFFIDAVIT (page 2)

STATE OF _____

COUNTY OF _____

The undersigned, principal officer of _____, an employer of five (5) or more employees contracting with Sumner County Board of Education to provide goods or services, hereby states under oath as follows:

1. The undersigned is a principal officer of _____ (hereinafter referred to as the "Company") and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit because it shall be receiving pay pursuant to a contract with the state or any local government to provide goods or services.
3. The Company is in compliance with all State and Federal Laws, Rules and Regulations requiring a drug-free workplace program.

Further affiant saith not.

Principal Officer: _____

STATE OF _____

COUNTY OF _____

Before me personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence) and who acknowledged that such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this _____ day of _____, 20_____.

Notary Public

My commission expires: _____

ATTACHMENT 3

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in transactions under federal non-procurement programs by any federal department or agency;
2. Have not, within the three year period preceding the proposal, had one or more public transactions

ATTACHMENT 4

CERTIFICATION BY CONTRACTOR

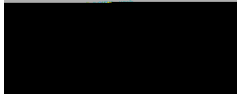
I, the undersigned, certify that on behalf of Contractor, I am authorized to attest and obligate the above certification and to legally bind Contractor to these terms, conditions and obligations.

_____ **Title**

_____ **Name**

_____ **Date**

_____ **Witness**



FCC Form 470 – Funding Year 2016

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Billed Entity

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Contact Information

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Billed Entity Number:
FCC Registration Number:

Application Type

Applicant Type: 6FKRRO 'LVWULFW
Recipients of Services: 3XEOLF

Number of Eligible Entities:

Consulting Firms

Table with 4 columns: Name, Consultant Registration Number, Phone Number, Email. Row 1: \$OOHQ \$OOHQ &RQVXO WLQJ // & NDUHQ#HUDWHVSHFLDOLVWV

Consultants

Table with 3 columns: Name, Phone Number, Email. Row 1: .DUHQ \$OOHQ NDUHQ#HUDWHVSHFLDOLVWV FRP
Row 2: 5REELH 'XQFDQ DWOU EG#EHOVRXWK QHW

RFPs

Table with 2 columns: Id, Name

Category One Service Requests

Table with 10 columns: Service Type, Function, Other, Minimum Capacity, Maximum Capacity, Entities, Quantity, Unit, Installation and Initial Configuration?, Maintenance and Technical Support?, Associated RFPs

Description of Other Functions

Table with 2 columns: Id, Name

Table with 1 column: Narrative

Category Two Service Requests

Table with 9 columns: Service Type, Function, Manufacturer, Other, Entities, Quantity, Unit, Installation and Initial Configuration?, Associated RFPs. Row 1: .QWHUQDO &RQQHFWRQLUHZDOO 6HUYI2MKHQG (DFK <HV

Description of Other Manufacturers

Id	Name
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Narrative
7KH VFKRRO GLVWULFW LV VHHNLQJ ELGV IRU ILUHZDOOV IXQFWL DW WKH 6XSSRUW 6HUYLEFH %XLOGLQJ DW \$LUSRUW 5RDG *DOOD 7UDLO *DOODWLQ 71 :H DUH VHHNLQJ D WКУHH \HDU OLFHQVH IRU TXRWH LQVWDOODWLRQ FRVWV

Technical Contact

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State and Local Procurement Restrictions

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Recipients of Service

Billed Entity Number	Billed Entity Name
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Certifications

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FRQVLGHULQJ DOO ELGV UHFHLYHG DQG VHOHFWLQJ D VHUYLEFH SURYLGHU
VHOHFWHG ZLOO EH IRU WKH PRVW FRVW HIIHFWLYH VHUYLEFH RU HTXLSPHQW
FRVW HIIHFWLYH PHDQV RI PHHWLQJ HGXFDFWLRQDO QHHGV DQG WHFKQRORJ

, FHUWLI\ WKDW , KDYH UHYLHZHG DOO DSSOLFDEOH)&& VWDWH DQG ORF
FRPSOLHG ZLWK WKHP , DFNQRZOHGJH WKDW SHUVRQV ZLOOXOO\ PDNLQJ

, DFNQRZOHGJH WKDW)&& UXOHV SURYLGH WKDW SHUVRQV ZKR KDYH EHHQ
DFWV DULVLQJ IURP WKHLU SDUWLFLSDWLRQ LQ WKH VFKRROV DQG OLEUDU
SURJUDP

, FHUWLI\ WKDW , ZLOO UHWDLQ UHTXLUHG GRFXPHQWV IRU D SHULRG RI DW
LQ HIIHFW DW WKH WLPH RI WKLV FHUWLILFDWLRQ DIWHU WKH ODWHU RI W
IRU WKH DVVRFLDWHG IXQGLQJ UHTXHVW , FHUWLI\ WKDW , ZLOO UHWDLQ D
&RPPLVLRQ UXOHV UHJDUGLQJ WKH IRUP IRU UHFHLSW RI DQG GHOLYHU\
WKDW , PD\ EH DXGLWHG SXUVXDQW WR SDUWLFLSDWLRQ LQ WKH VFKRROV
DW GLVFRXQWV SURYLGHG E\ 8 6 &