

THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM
REQUEST FOR PROPOSAL
FOR A
PALO ALTO NEXT GENERATION FIREWALL APPLIANCE
RFP No. 021.15.B1

September 29, 2014	Issuance of RFP
October 13, 2014	Deadline for Submission of responses at 3:00 p.m. Late submittals will not be considered.
October 24, 2014	Contract/Purchase Order Execution (or as soon thereafter as practical)

The Howard County Public School System
10910 Clarksville Pike
Ellicott City, Maryland 21042

THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM

Palo Alto Next Generation Firewall
BID #021.15.B1

I. INSTRUCTION TO BIDDERS

A. BID PREPARATION

1. One (1) complete set of Invitation for Bid, consisting of: (1) General Provisions; (2) Terms and Conditions; (3) the Specifications; (4) any plans or drawings made part of the Invitation for Bid; (5) any addenda, shall be provided to each prospective bidder. The original Bid Price Sheet/Form of Proposal must be returned: (1) with all questions answered; (2) without alteration; (3) with the BID SIGNATURE SHEET or No Bid Reply form properly signed; (4) sealed and enclosed in an envelope; (5) to the Purchasing Office, The Howard County Public School System, 10910 Rt. 108, Ellicott City, Maryland 21042, either mailed or hand carried before the time and date stated for return of bid. Telephone, facsimile, and/or telegraphic bids will not be accepted. It is the bidder's responsibility to ensure that his bid is delivered to the proper place prior to the scheduled opening time.
2. The remaining documents consisting of all pages of the Invitation for Bid, the General Provisions, Terms and Conditions, any plans, drawings or extraneous matter, are to be retained by the bidder and will form part of the contract resulting from the Invitation for Bid.
3. It is the bidder's responsibility to examine and understand all parts of the Invitation for Bid including all parts of the bidding documents, any addenda, drawings, or reference matter.
4. Any clarification or explanation desired by the bidder, regarding the meaning or interpretation of the Invitation for Bid, or any part thereof, must be made in writing to the Purchasing Office of The Howard County Public School System, 10910 Rt. 108, Ellicott City, Maryland 21042, allowing sufficient time for a reply to reach all prospective bidders for the time and date scheduled for the return of the bid.

B. ISSUING OFFICE

- a) The Issuing Office is:

The Howard County Public School System
Purchasing Office
10910 Clarksville Pike (MD State Route 108)
Ellicott City, Maryland 21042
Attn: Douglas Pindell (410) 313-6722
dpindell@hcpss.org
www.hcpss.org

- b) The Issuing Office shall be the sole point of contact with HCPSS for purposes of preparation and submittal of Bid.

C. DUE DATE AND TIME

1. Bid responses must be submitted to the Howard County Department of Education, Purchasing Office, 10910 Clarksville Pike, Ellicott City, Maryland 21042, no later than the time and date specified on the bid cover sheet. Bids will be publicly opened.
2. HCPSS recommends against use of mail or delivery services that will not guarantee delivery directly to the Purchasing Office. Bids delivered to the central mailroom or front desk will not be considered "received" until they arrive at the Purchasing Office. HCPSS will not waive delay in delivery resulting in delay on the part of a carrier.

D. WITHDRAWAL OF BIDS

1. Bids may be withdrawn by written, facsimile, or telegraphed notice if given prior to the time and date specified for the return of bid. Telephone calls for these purposes are not acceptable.
2. No bid shall be withdrawn after the scheduled closing time for opening bids.

E. ERRORS IN BIDS

1. Failure of the bidder to thoroughly understand all aspects of the Invitation for Bid before submitting his bid will not act as an excuse to permit withdrawal of his bid nor secure relief or plea of error.
2. Neither law nor regulation makes allowance for errors of omission on the part of the bidders.

F. TAXES

1. The Howard County Public School System is tax exempt.

G. TRADE DISCOUNTS

1. All prices offered must be the lowest net price after trade discounts have been considered. Bids offering a percentage off list prices will not be accepted unless: (1) specifically requested in that manner; (2) two copies of the referenced price list accompany the bid.

H. TIME DISCOUNTS

1. Prompt payment discounts are solicited and will be treated as follows:
 - a) Discounts offered which allow a minimum of twenty (20) days to qualify will be deducted from prices offered in the bid for the purpose of determining the lowest price offered.
 - b) Discounts offering less than twenty (20) calendar days will not be deducted from price offered for the purpose of determining the lowest price, but will be taken if payment is made within the discount period.
 - c) In computing prompt payment discounts the date of delivery of the supplies or completion of services or receipt of correct invoices in the offices specified will be considered and the later date prevail.

I. MULTIPLE PRICES

1. Regardless of the availability of several items that perform the same function as the item(s) described in the solicitation, the bidder must decide which item to offer and submit one price only.

J. SURETY

1. When a bid or contract performance surety is required by the Invitation for Bid, any bond, certified check, or other instrument offered to satisfy the requirement must be made payable to The Howard County Public School System.
2. A bonding company licensed to do business in the state of Maryland and otherwise acceptable to The Howard County Public School System must issue any bond offered.

K. BID GUARANTY

1. The purpose of the bid surety is to protect The Howard County Public School System from loss in the event the successful bidder fails to execute any further contractual documents and bonds as required by the Invitation for Bid.
2. When required by the Invitation for Bid, the surety must accompany the bid or be presented before the time and date specified for return of bid.
3. The bid surety must be in the form of a firm commitment such as a bid bond, certified check, or cashiers check.

L. PERFORMANCE GUARANTY

1. The purpose of a performance bond is to provide assurance of faithful performance by the contractor of all aspects, terms, and conditions of the contract including remuneration for liquidated damages where such are specified.
2. After notice of award, the vendor will be required to execute any further contractual documents and provide a performance bond in the amount indicated in the Invitation for Bid. Failure to return ALL required documents within fifteen (15) calendar days from date of award will rule the offer null and void and, therefore, award will be made to the next lowest responsible bidder. The bid surety may be used to offset additional expenses.

M. BRAND NAME OR EQUAL

1. Where a particular manufacturer's brands or models are referenced, it is to be interpreted as being descriptive and not restrictive. Bids will be considered on models or brands or products of manufacturers other than those cited if accompanied by catalogs, test reports, brochures, or other descriptive literature and supporting data, sufficient in detail to permit evaluation of the item offered without further reference. It is the responsibility of the bidder to provide the foregoing with the bid or prior to the time and date set forth for return of the bid.
2. When only one manufacturer or model is referenced, the absence of anything to the contrary will be interpreted as a bid on the exact item specified.
3. Where several manufacturers of models are referenced as being equally acceptable and the bidder does not indicate what particular model or brand he is bidding on, the Purchasing Office shall have the right to select the brand or model referenced.

N. BID ACCEPTANCE

1. Unless otherwise stated by the bidder in his bid, prices offered will be considered to allow one-hundred-twenty (120) days for acceptance.

O. BIDDER'S QUALIFICATIONS

1. Bidders may be required to furnish satisfactory evidence that they are qualified dealers or manufacturers of the items listed, or regularly engaged in performing the services on which they are bidding, and in both cases maintain a regularly established place of business. An authorized representative of The Howard County Public School System may visit any prospective contractor's place of business to determine his ability, capacity, reliability, financial stability, and other factors necessary to perform the contract.

P. WARRANTY

1. The equipment shall minimally carry a five (5) year warranty against defects in parts and workmanship. The warranty will include a one (1) hour warranty response time by phone and next day onsite with parts in hand 24x7.

Q. SIGNATURE TO BID

1. The section titled "BID SIGNATURE SHEET" shall be completed to provide all the information requested and signed by the person or persons legally authorized to sign contracts.

R. CONTRACT AWARD

1. Contract award will be made by the Board of Education to the firm that best satisfies the requirements outlined in this solicitation. Consideration will be given to quantities involved, time required for delivery, purpose for which required, competency and responsibility of the bidder, the ability of the bidder to perform satisfactory service, ability to comply with the requirements outlined and the plan for utilization of minority contractors.
2. In the event of tie bids where all factors are equal, award shall be made to the Howard County bidder, the out of county bidder but incorporated in Maryland, and the bidder not

incorporated in the state of Maryland, in that order of preference. If bidders within one of these geographical designations are equal as to all factors of consideration, the award shall be made by the toss of a coin.

3. The Board of Education of Howard County reserves the right to reject any or all bids, in whole or in part to make partial awards, to waive any irregularity, to increase or decrease quantities where quantities are shown and may reject any bid which indicates any omission, contains alteration of form or additions, or imposes conditions or offers alternate items and may make any award which is deemed in the best interest of The Howard County Public School System.

S. CLOSING PROCEDURES

1. Sealed responses will be due at the Department of Education at the designated time and place. The Director of Purchasing for The Howard County Public School System shall designate the time and place on the bid forms for the opening of bids, and shall open the sealed bids and publicly read them aloud.
2. During the period of evaluation, no bidder shall contact any member or employee of The Howard County Public School System concerning award. Such action may result in the bidder's offer being removed from evaluation and rendered non-responsive.

T. SAMPLES

1. When requested, samples shall be delivered to the Howard County Department of Education prior to the scheduled bid opening. Samples are not required when none are requested. Samples shall be properly labeled to indicate name of bidder, date of bid opening, bid number, and item number. In the event the Purchasing Office requests a sample after the bid opening, the sample shall be delivered within ten (10) days of request for award consideration. Delivery of samples shall be to: The Howard County Public School System, 10910 Clarksville Pike, Ellicott City, Maryland 21042.
2. In the event a sample is consumed or destroyed in the evaluation process, The Howard County Public School System shall be held harmless and not liable for any cost of sample(s).
3. Samples must be picked up within ten (10) days after contract award, after which samples will be considered abandoned and will become the property of the Board of Education.
4. Samples from the successful bidder may be held during the contract performance period as a standard of quality and will be available for return upon contract completion.

U. DEMONSTRATION

1. Should any using school or office require a demonstration of equipment furnished by a distributor, the supplying distributor shall be obligated to provide such demonstration and use instruction to the requesting school or office. The use demonstration shall be accomplished at the school or office location.

V. ETHICS REGULATIONS

1. The Board of Education of Howard County has adopted an Ethics Regulation policy. Required by the Annotated Code of Maryland, these Ethics Regulations cover members of the Board of Education, the Superintendent, and all employees; and it specifies limits of participation of these individuals with entities doing business with The Howard County Public School System. For a copy of the regulations, please contact the Purchasing Office, Howard County Department of Education (410) 313-6644.

II. TERMS AND CONDITIONS

A. INTENT

1. It is the intent of this bid to establish a contract to provide the specified supplies for The Howard County Public School System (HCPSS) in accordance with the General Provisions of Bid Proposal, the Terms and Conditions, the Specifications, and any addenda.

B. QUOTATIONS

1. No proposal shall be considered which contains an escalator clause, minimum delivery amounts other than that indicated, packaging or delivery charges, or any add-on or irregular figures. The prices offered shall be the final cost to The Howard County Public School System.

C. UNIT PRICE

1. The Unit Prices shall be **NET PRICES** including any discount and include all delivery & warranty costs to The Howard County Public School System and include all packaged hardware and parts.
2. Should the scope of work be increased or decreased, Unit Prices identified on the Bid Price Sheet will be the basis of compensation for additions or reductions to the quantity of work. The final contract price will be adjusted at completion of work to give the Owner credit for any unused quantities of Unit Price items. Credit shall be given at prices quoted. Any additional quantities required will be added to contract by a Change Order at the Unit Prices quoted.

D. BASIS FOR AWARDDING BIDS

1. It is the intent of The Howard County Public School System to award to the lowest responsive bidder(s) meeting specifications. The Howard County Public School System retains the right to award item-by-item, group-by-group, in full, or to make no award at all.
2. The Howard County Department of Education shall be the sole authority as to whether items meet specifications or are approved equal, and further reserves the right to reject any or all proposals or waive any informality which may appear to be in its best interest.

E. CONTRACT PERIOD

1. The initial Contract term shall be for one year from date of award. The Contract shall have up to four (4) one-year renewal options available (total of five years) at the sole option of the school system pending successful performance and availability of funding.

F. PRICE ADJUSTMENTS

1. Annual price adjustments will be considered. The Howard County Public School System will consider adjustments based on the following conditions:
2. Labor rates based upon federal minimum wage increases and decreases in the Consumer Price Index (CPI-U), Washington-Baltimore Region, as published by the Bureau of Labor Standards (increases above a 10% cap will not be considered). Adjustments will be calculated by comparing the current index with the previous index available when contract was established so as to determine the change in index points. The point change will then be divided by the price index to obtain the percentage of change. The percentage of change will then be multiplied by .75 to obtain the adjustment to be applied to the current prices.
3. In order to receive consideration for a price increase, the contractor must submit to The Howard County Public School System 60 days prior to contract expiration, a statement of any change in price to be applied.
4. Price increase requests will not be considered if not accompanied with the proper information.

5. Model changes and/or upgrades may be accepted after the initial contract period. Pricing for the changes shall be at the same mark up as originally bid. The awarded vendor must offer current pricing or be able to demonstrate the percentage markup. The Howard County Public School System shall be the sole determinant in accepting product or pricing changes.

G. FUNDING

1. The contractual obligation of the Board of Education under any resulting contract is contingent upon the availability of appropriated funds.

H. REFERENCES

1. The Howard County Public School System reserves the right to contact any references available in order to evaluate product.

I. SUBSTITUTES

1. Bidders offering items other than those specified must state the product name and manufacturer and, as well, submit detailed technical specifications for each item. All data submitted must contain sufficient information to facilitate equating the offer. Failure to submit the above required information may result in rejection of the item.
2. The Howard County Public School System shall be the sole authority as to whether items meet specifications or are approved equal and further reserves the right to reject any or all proposals or waive any informality which may appear to be in its best interest.
3. Bidders are free to offer other units provided the manufacturers' factory model numbers and option codes are listed in the bid to ensure accurate comparisons. Bidders are free to offer individual options in place of preferred equipment groups provided all factory codes are listed in their bid. Factory code lists from the bid will be compared to dealer packing slips for confirmation at time of delivery.

J. QUANTITIES

1. The quantities listed on the Bid Price Sheet are estimated quantities. Actual quantities ordered will be subject to available funding. Howard County Public Schools reserves the right to order any quantities necessary in order to maintain inventories at required levels.

K. ORDERS

1. Orders shall be in the form of an official Howard County Public School System Purchase Order. No deliveries are to be made under any contract(s) resulting from this bid without a purchase order.

L. BILLING AND PAYMENT

1. The contractor shall submit invoices to the Howard County Department of Education, Technology Department, 10910 Clarksville Pike, Ellicott City, MD 21042, Attn: Dennis Moore, at the completion of each job. Invoices must contain the following information:
 - a) Purchase Order Number
 - b) Name of school
 - c) Description of work along with quantities
 - d) Start date and completion date
 - e) Total due

M. PROCUREMENT CARD

1. The Howard County Public School System utilizes a Purchasing Card Program. Purchases resulting from this solicitation may be made through a Visa/Mastercard credit card. Bidders are prohibited from charging any additional costs/fees above and beyond the established contract prices to process such orders. Bidders lacking Visa/Mastercard capability should contact the Purchasing Office.

N. MANUALS

1. The Vendor shall supply copies of the Service Manual and Parts Manual along with a copy of the manufacturer's warranty.

O. DELIVERY

1. All orders shall be delivered inside, FOB destination to the location indicated below, between 9 a.m. - 3 p.m., Monday through Friday, except holidays. Prices are to include all freight and delivery charges. Delivery of items must be completed within 15 days after receipt of order.
2. Orders not completed within this time period are subject to cancellation at the option of the Department of Education.
3. Upon delivery, the school system's personnel shall have the right to reject any items that are damaged or, in their opinion, do not conform to items actually ordered. Rejection may be at time of, or after, delivery.

P. DELIVERY LOCATION

Technology Department
Howard County Public School System
10910 Clarksville Pike
Ellicott City, MD 21042

Q. LABELING

1. Purchase order number, description of material, and quantities must be identified on all tickets for items delivered.

R. DAMAGE

1. Successful bidders will be held responsible for, and be required to make good at their own expense, any and all damage done or caused by the bidder or by their employees while executing the contract.

S. PERFORMANCE REQUIREMENT

1. The descriptions and standards identified for each item are minimally acceptable performance criteria as determined by the Board of Education. The Board of Education shall be the sole determinant as to whether products meet or exceed criteria. The owner's personnel shall have the right to reject any items which, in their opinion, do not conform to standards. Rejection may be at time of, or after, delivery. The contractor shall be required to remove rejected items within 72 hours of notification.
2. All items listed on the Bid Price Sheet are to be UL tested

T. TERMINATION FOR DEFAULT

1. When the contractor has not performed or has unsatisfactorily performed the contract, payment shall be withheld at the discretion of The Howard County Public School System. Failure on the part of the Contractor to fulfill contractual obligations shall be considered just cause for termination of the contract and the Contractor is not entitled to recover any costs incurred by the contractor up to the date of termination. In the event of default of contract as determined by The Howard County Public School System, the contract manager may procure contract items from other sources. The contractor found in default will be held responsible for all costs incurred.

U. TERMINATION FOR CONVENIENCE

1. The Howard County Public School System may terminate this contract, in whole or in part, without showing just cause upon giving written notice to the contractor. The Howard County Public School System shall pay all reasonable costs associated with the contract that the contractor has incurred up to the date of termination and all reasonable costs associated with termination of the contract. However, the contractor shall not be reimbursed for any anticipatory profits which have not been earned up to the date of termination.

V. HCPSS CONTRACT MANAGER

1. The Howard County Public School System's contract manager for any resulting contract is Dennis Moore, 410-313-1556 (voice) 410-313-5611(fax) dennis_moore@hcpss.org. Mr. Moore will be responsible for the day-to-day administration of the contract after award.

W. VENDOR CONTRACT ADMINISTRATION

1. Bidders shall designate internal and external contract administrators to administer the contract. Bidders are to list these individual's names and telephone numbers in the designated form contained within this document.

X. MULTI-AGENCY PARTICIPATION

1. Under §5-112, Paragraph (3) of the Education Article of the Annotated Code of Maryland HCPSS may with Board of Education approval participate in contracts for goods or commodities that are awarded by other public agencies or by intergovernmental purchasing organizations if the lead agency for the contract follows the public bidding procedures. HCPSS therefore reserves the right to extend the terms and conditions of this solicitation to any and all other agencies within the state of Maryland as well as any other federal, state, municipal, county, or local governmental agency under the jurisdiction of the United States and its territories. This shall include but not limited to private schools, parochial schools, non-public schools such as charter schools, special districts, intermediate units, non-profit agencies providing services on behalf of government, and/or state, community and/or private colleges/universities that require these goods, commodities and/or services. A copy of the contract pricing and the bid requirements incorporated in this contract will be supplied to requesting agencies.
2. Each participating jurisdiction or agency shall enter into its own contract with the Award Bidder(s) and this contract shall be binding only upon the principals signing such an agreement. Invoices shall be submitted in duplicate "directly" to the ordering jurisdiction for each unit purchased. Disputes over the execution of any contract shall be the responsibility of the participating jurisdiction or agency that entered into that contract. Disputes must be resolved solely between the participating agency and the Award.

Y. TOBACCO FREE AND ALCOHOL/DRUG FREE ENVIRONMENT

1. The Howard County Public School System maintains a tobacco, alcohol/drug free environment. The sale or use of tobacco, alcohol or drugs, in any form, or related product, is prohibited in school buildings at all times. Persons found violating this policy will be requested to remove the product and themselves from school premises.

Z. CRIMINAL HISTORY BACKGROUND CHECKS

1. All employees, agents, or representatives of the awarded contractor who will be performing work on any phase of the contract arising out of this Bid may be subject to a criminal history background check by the school system. Such persons, if requested by the school system, must provide fingerprints and other required information to facilitate such a check, as well as the necessary fees to obtain such a check from the federal or state government. At the completion of a background check, the school system may, at its sole discretion, decide that a particular employee, agent, or representative of the contractor be barred from school system property.

AA. CHILD SEX OFFENDER NOTIFICATION

1. Maryland law requires certain child sex offenders to register with the local law enforcement agency. One of the purposes of this law, found in Article 27§ 792, is to inform school systems when a child sex offender is residing or working in the area. When the child sex offender registers, the local police are required to notify the Superintendent of Schools, and the Superintendent, in turn, is required to send a notice to school principals.
2. As a Contractor working for HCPSS, we require that you do not employ convicted child sex offenders to work on projects for our school system if they, as a result, are required to

perform delivery, installation, repair, construction or any other kind of services on HCPSS property.

BB. RESOLUTION OF DISPUTES

1. Bid rejection for non-responsiveness and/or non-responsibility shall be made using the criteria guidelines as stated in the General Provisions of Bid Proposal, Terms and Conditions, and Technical Specifications.
2. After bid opening and bid review, but prior to bid award, if a bidder's entire bid is declared to be non-responsive and/or non-responsible, the bidder will be notified as to the reason(s) for rejection.
3. Protests shall be filed in writing to the Purchasing Office within two days after notification.
4. Protests shall include the basis for the protest or appeal, complete in all respects, with relief sought, and whether the protester wishes to have a hearing with respect to the protest or appeal.
5. Protests shall be addressed to Howard County Department of Education, 10910 Rt. 108, Ellicott City, Maryland 21042, Attn.: Doug Pindell, Purchasing Officer, labeled "Protest". The written protest shall include as a minimum the following:
 - a) Name and address of the protester
 - b) Appropriate identification of the bid
 - c) Supporting exhibits, evidence, and/or documents to substantiate any claims.
 - d) Suggested remedy (ies).

III. SPECIFICATIONS

A. PRODUCT SPECIFICATIONS

1. PA-5060 - 20G firewall/10G Threat Prevention with five (5) year warranty against defects in parts and workmanship.

1. HARDWARE AND SUPPORT

Unit	Part #	Description
2 ea.	PAN-PA-5060-SSD2-D	Appliance, Palo Alto Networks PA-5060 with redundant AC power supply and dual 240GB SSD drives, Pair in HA
2 ea.	PAN-SVC-PREM-5060	Hardware/Software support. Premium support 5 year prepaid, PA-5060

2. ANNUAL ONE-YEAR LICENSING

The Unit Prices identified below shall be firm for the entire term of the contract, including through any and all subsequent renewal periods granted by HCPSS per Terms and Conditions paragraph II.E.1: The initial Contract term shall be for one year from date of award. The Contract shall have up to four (4) one-year renewal options available (total of five years) at the sole option of the school system pending successful performance and availability of funding.

Unit	Part #	Description
2 ea.	PAN-PA-5060-TP	IPS/AV/Anti-Spyware licensing, threat prevention subscription year 1, PA-5060
2 ea.	PAN-PA-5060-URL4	URL filtering/protection licensing, PANDB URL filtering subscription for year 1, PA-5060
2 ea.	PAN-PA-5060-WF	Zero day threat protection licensing, WildFire subscription for 1 yr. PA-5060

3. TRAINING

Unit	Part #	Description
2 ea.	PAN-EDU-201	Palo Alto 201 class training voucher. Two-day course. Attendees shall learn to install, configure, and manage the school system's firewall, as well as configuration steps for security, networking, threat prevention, logging, and reporting features of the Palo Alto Networks Operation System
2 ea.	PAN-EDU-205	Palo Alto 205 class training voucher. Three-day course. Next-level follow-on course to Palo Alto Networks Installation, Configuration, and Management (PAN-EDU-201).

4. ACCESSORIES

Unit	Part #	Description
1 ea.	PAN-SFP-PLUS-LR	SFP+ LR 10GigE transceiver (PA-7000 series, PA-5060, PA-5050)
1 ea.	PAN-SFP-PLUS-SR	SFP+ SR 10GigE transceiver (PA-7000 series, PA-5060, PA-5050)
1 ea.	PAN-SFP-SX	SFP SX transceiver (PA-5000 series, PA-4000 series, PA-3000 Series, PA-2000 series)

5. INSTALLATION AND CONFIGURATION

Unit	Part #	Description
40 hrs.	Installation and Configuration	The provision, installation and configuration of all necessary components for setup such as optics, patch cables, modules, etc.

- A. The Total Base Bid shall be the Bidder's offer for the total cost for Hardware and Support, Annual One Year Subscription and Support, Training, Accessories, and Installation and Configuration, as described in specifications and any addenda.
- B. Identify on the BID PRICE SHEET (attach copies as necessary) the names of clients that have successfully installed this same solution at a minimum of 20 customer locations. References may be required upon request.

THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM

**Palo Alto Next Generation Firewall Appliance
BID #021.15.B1**

BID PRICE SHEET

Date: _____

Bidder: _____

Mr. Douglas Pindell
Howard County Public School System, Purchasing
10910 Route 108
Ellicott City, MD 21042

The undersigned hereby submits a bid price to furnish and deliver the items as set forth in Bid #021.15.B1. The entire bid document including The General Provisions, Terms and Conditions, Specifications, any addenda, drawings, and the bid price will be part of any resulting contract.

I. PRICES

Having received clarification on all matters upon which any doubt arose, the undersigned proposes to furnish and deliver the requested items for the guaranteed pricing noted below. See Section III, SPECIFICATIONS, for product details. The Total Price is the extension of the estimated quantity times the Net Unit Price.

Should the scope of work be increased or decreased Unit Prices identified on the Bid Price Sheet will be the basis of compensation for additions or reductions to the quantity of work. The final contract price will be adjusted at completion of work to give the Owner credit for any unused quantities of Unit Price items. Credit shall be given at prices quoted. Any additional quantities required will be added to contract by a Change Order at the Unit Prices quoted.

ALL PRICES ARE NET AND INCLUDE SHIPPING.

To be considered, Bidders must bid all items listed.

2. ANNUAL ONE-YEAR LICENSING

The Unit Prices identified below shall be firm for the entire term of the contract, including through any and all subsequent renewal periods granted by HCPSS per Terms and Conditions paragraph II.E.1: The initial Contract term shall be for one year from date of award. The Contract shall have up to four (4) one-year renewal options available (total of five years) at the sole option of the school system pending successful performance and availability of funding.

Unit	Part #	Description	Unit Price	Extension
2 ea.	PAN-PA-5060-TP	IPS/AV/Anti-Spyware licensing, threat prevention subscription year 1, PA-5060		
2 ea.	PAN-PA-5060-URL4	URL filtering/protection licensing, PANDB URL filtering subscription for year 1, PA-5060		
2 ea.	PAN-PA-5060-WF	Zero day threat protection licensing, WildFire subscription for 1 yr. PA-5060		

3. TRAINING

Unit	Part #	Description	Unit Price	Extension
2 ea.	PAN-EDU-201	Palo Alto 201 class training voucher. Two-day course. Attendees shall learn to install, configure, and manage the school system's firewall, as well as configuration steps for security, networking, threat prevention, logging, and reporting features of the Palo Alto Networks Operation System		
2 ea.	PAN-EDU-205	Palo Alto 205 class training voucher. Three-day course. Next-level follow-on course to Palo Alto Networks Installation, Configuration, and Management (PAN-EDU-201).		

4. ACCESSORIES

Unit	Part #	Description	Unit Price	Extension
1 ea.	PAN-SFP-PLUS-LR	SFP+ LR 10GigE transceiver (PA-7000 series, PA-5060, PA-5050)		
1 ea.	PAN-SFP-PLUS-SR	SFP+ SR 10GigE transceiver (PA-7000 series, PA-5060, PA-5050)		
1 ea.	PAN-SFP-SX	SFP SX transceiver (PA-5000 series, PA-4000 series, PA-3000 Series, PA-2000 series)		

5. INSTALLATION AND CONFIGURATION

Unit	Part #	Description	Unit Price/hr.	Extension
40 hrs.	Installation and Configuration	The provision, installation and configuration of all necessary components for setup such as optics, patch cables, modules, etc.		

TOTAL BASE BID: Total cost for Hardware and Support, Annual One Year Subscription and Support, Training, Accessories, and Installation and Configuration, as described in specifications and any addenda:

TOTAL BASE BID: \$ _____

TOTAL BASE BID (in words): _____ Dollars.

OPTIONAL DISCOUNT PRICING

The Unit Prices above are the net, final price to HCPSS. Please identify below if additional volume discounts are available and what the guaranteed minimum order quantity amount would be to qualify for the additional discount if applied (the result would be a lower net price). The discount, listed as a percentage, will be the additional amount deducted from the unit price above when the actual purchase order with a definite quantity is ordered. The discounts offered may be factored in to determine the apparent low bidder. Attach additional sheets if necessary to identify all items.

Minimum Quantity to Order

Applies to Item Numbers Listed

Discount

II. COMPANY INFORMATION

Name of company _____ years in business _____

Street Address _____

City _____ State _____ Zip _____

Telephone# _____ Fax # _____ Web Page _____

III. CONTACT FOR INSIDE CONTRACT ADMINISTRATION

In the event your firm receives a contract as a result of this Invitation for Bid, please designate an inside person whom we may contact during the period of the contract for prompt contract administration showing:

Name _____ Title _____
Address _____ Phone _____

Fax _____
e-mail _____ Pager/cellular _____

IV. RECEIPT OF ADDENDA

Addendum: _____	Dated: _____	Received: <input type="checkbox"/>
Addendum: _____	Dated: _____	Received: <input type="checkbox"/>
Addendum: _____	Dated: _____	Received: <input type="checkbox"/>

V. REFERENCES

Please attach a listing of at least 20 clients, including firm name, contact, address, phone and email address of successful installations.

THE HOWARD COUNTY PUBLIC SCHOOL SYSTEM

BID SIGNATURE SHEET

A. Bidder's Certification

1. I/we hereby propose to furnish and deliver supplies, equipment, or services, in accordance with specifications and stipulations contained herein, and at the prices quoted. I/we certify that this bid is made without any previous understanding, agreement, or connection with any person, firm, or corporation making a bid for the same supplies, materials, or equipment and is in all respects fair and without collusion or fraud.
2. I/we certify that this bid is made without having contacted any employee within The Howard County Public School System unless such contacts were previously authorized by the Purchasing Officer.
3. I/we certify that this bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived and agreed, directly or indirectly, with any bidder or person to put in a sham bid or to refrain from bidding and is not in any manner, directly or indirectly, sought by agreement of collusion or communication or conference, with any person to fix the bid prices of the affidavit or any other bidder, or to fix any overhead, profit or cost element of said bid price, or that of any bidder, or to secure any advantage against the Board of Education of Howard County or any other person interested in the proposed contract; and that all statements in said proposal or bid are true.
4. I/we affirm that this firm will not knowingly employ an individual to work at a school if the individual is a Registered Sexual Offender, pursuant to section 11-722 (C) of the Criminal Procedure Article of the Annotate Code of Maryland. A firm or person who violates this section is guilty of a misdemeanor and on conviction is subject to imprisonment not exceeding 5 years or a fine not exceeding \$5,000 or both.
5. I hereby certify that I am authorized to sign for the bidder.

B. Vendor/Contractor Disqualification - Bribery

1. A person convicted for bribery, attempted bribery, or conspiracy to bribe shall be disqualified from entering into a contract with any county or other subdivision of the state. Every business entity upon submitting a bid or otherwise applying for a contract shall submit an affidavit stating whether it, its officers, directors, or partners, or its employees have been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or federal government.

Submitted by:

(Company Name)

(Street Address)

(City, State And Zip)

(Telephone Number)

(Person Authorized To Sign Bids)

(Title Of Authorized Representative)

(Signature Of Authorized Representative)

(Date)