



PURCHASING COOPERATIVE

18639 – 80th Ave. S. ♦ P.O. Box 5550 ♦ Kent, WA 98064-5550 ♦ Phone 425-251-8437 ♦ Fax 253-395-5402 ♦ www.kcda.org

INVITATION FOR BIDS
ON
COMPUTERS & EQUIPMENT
BID #07-334

Time and Place for Filing

on or before 2:00 P.M. Eastern Standard Time

July 31, 2007

King County Directors' Association
Purchasing Department
18639 80th Ave. S.
Kent, WA 98032
425-251-8115, XT 131

NOTE: Each bid is to be filed electronically through eschoolmall.com. All bids must be submitted before the date and time shown above and will not be accepted after that. Mailed, faxed, or emailed bids will not be accepted. For information regarding electronic bidding, please contact either Dave Uglem at duglem@kcda.org or the Purchasing Agent shown below.

Charlotte Smith, Purchasing Agent
King County Directors' Association
csmith@kcda.org

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King County Directors' Association
A School Purchasing Cooperative for Supplies and Equipment



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COMPUTERS & EQUIPMENT, BID #07-334

The undersigned offers and agrees, if this bid be accepted, to furnish any or all of the items upon which prices were quoted, at the prices set opposite each item, F.O.B. delivery point specified in the invitation for bids, and agrees to make delivery within the delivery dates specified, or as otherwise amended by attachment.

Please note the contract provisions of Paragraphs II E, G, H, and I.

COMPLETE AND SELECT ONLY ONE OF THE FOLLOWING FIVE (5) ACCEPTABLE TERMS:

_____%, 15 DAYS _____%, 20 DAYS _____%, 25 DAYS _____%, 30 DAYS

0% NET 30 DAYS (PLEASE NOTE: A PERCENTAGE OF "ZERO" SHALL BE TERMS OF NET, 30 DAYS ONLY)

THE FIRST DAY FOR START OF TERMS SHALL BEGIN WITH RECEIPT OF VENDOR INVOICE AT KCDA OR APPROVAL OF INVOICE BY CUSTOMER- WHICH EVER IS LATER.

Contract Prices Offered:

- 1. Firm for annual contract ()
- 2. Firm for initial order only ()
- 3. Variable by item/group ()
(Identify under separate cover)
- 4. Restocking Fee (if applicable) _____

FIRM NAME: _____

ADDRESS: _____

CITY, STATE, ZIP CODE _____

AUTHORIZED SIGNATURE: _____

NAME: (typed or printed in ink) _____

TITLE: _____

TELEPHONE NO: _____

FAX NO: _____

E-MAIL ADDRESS: _____

If you are not responding to this bid, please list your company name and address, check one of the following lines and return to KCDA:

- Keep our name on the list of bidders for this bid _____
- Remove our name from the list of bidders for this bid _____
- Remove our name from the list of bidders for all bids _____

Attachment A

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

In submitting the proposal to provide products and/or services as outlined in the bid specifications, we hereby certify that we have not been suspended or in any way are excluded from Federal procurement actions by any Federal agency. We fully understand that, if information contrary to this certification subsequently becomes available, such evidence may be grounds for non-award or nullification of a bid contract.

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, Participant's Responsibilities.

Signed: _____
Title: _____
Firm: _____
Address: _____
City & State: _____
Date: _____

Note: Signature not required when filing electronically. Electronic acceptance of these terms and conditions signifies compliance with above statement.

YOU MUST READ AND UNDERSTAND THE TERMS AND CONDITIONS LISTED BELOW AS WELL AS ANY ATTACHMENTS CONTAINED WITHIN THIS BID.

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INVITATION FOR BIDS

I. INTRODUCTION

A. KCDA MEMBERSHIP

KCDA is a purchasing cooperative located in Kent, Washington. KCDA's membership is made up of but not restricted to public school districts, private schools, municipalities, political subdivisions and other public agencies located in but not limited to Washington, Oregon, Idaho, Alaska, and Montana. Restrictions of merchandise being available to any locale of KCDA membership must be noted under separate cover.

All school districts and other public agencies in the state of Oregon who are or may become associate members of the KCDA Purchasing Cooperative may participate in the contract(s) awarded as a result of this bid. A complete list of all school districts and other public agencies that are members of the KCDA Purchasing Cooperative is available on our web site, www.kcda.org.

B. INTERPRETATION OF BID DOCUMENTS

Any person contemplating submitting a bid for the proposed contract that is in doubt as to the true meaning of any part of the bid documents, or finds discrepancies in or omissions from, the bid documents, shall submit to KCDA a written request for an interpretation or correction thereof. Such request shall be submitted and received not later than 10 days prior to the date specified for receipt of quotations. Any interpretation or correction of the bid documents will be made in writing by addendum duly issued to all bidders. KCDA will not be responsible for any other explanation or interpretation of the bid documents.

C. EXCEPTIONS

All paragraphs in this bid invitation are numbered and lettered in outline form. All exceptions to the terms and provisions of this invitation for bids shall be made by the bidder by signed and dated attachment to the bid form. Do not add to, delete from, or amend in any manner the bid form or covering pages, other than by attachment to the bid form. Attachments to this bid shall thereby become a part thereof. Exceptions for electronic submissions need to be in the payment terms and/or response terms fields within easy bid response screen.

D. CONTRACT DEFAULT

Your bid is subject to all terms and conditions as herein established in this bid request form and include price, quality and delivery. Failure to provide items bid in accordance to the purchase order and bid delivery schedule, will constitute contract default, and, after due written notification, allows the Purchasing Department to declare the contract void and to purchase the merchandise on the open market. Any additional costs in procuring and distributing replacement product will be charged to the bidder.

E. BIDDER RESPONSIBILITY

All bidders shall thoroughly examine and be familiar with the bid documents whether provided in paper form or through the eSchoolMall application. The failure or omission of a bidder to receive or examine any form, instruments, addendum, or other document, shall in no way relieve any bidder from obligations with respect to your bid or to the contract. The submission of a bid shall be taken as prima facie evidence of compliance with this section.

F. BIDDER FINANCIAL RESPONSIBILITY

KCDA has the right to request financial information from any bidder to evaluate the bidder's ability to meet the terms and conditions of any and all contracts that may be established by acceptance of the offer contained in the bid. Additional confirmation from the bidder's supplier(s) that the delivery terms of the contract will be met may be required. KCDA reserves the right to reject any or all bids and/or bidders unable to prove they are financially able to provide the quantity of merchandise they have offered in response to this bid invitation.

G. MINORITY AND WOMEN OWNED BUSINESSES

KCDA encourages all minority and women owned businesses to participate in the bid process. Washington State law does not allow KCDA to provide any financial advantage for minority and women owned businesses who participate, however, KCDA believes that a diverse range of suppliers benefits all.

II. GENERAL PROVISIONS

A. BID OPENING

All bids submitted for supplies and/or services will be opened in public at the time, date and place herein specified, and all bidders are invited to be present at the opening of such bids. For those unable to attend the bid opening, bid information will be available through eSchoolMall at the time of bid opening except for bids submitted on paper. A final recap will be available from KCDA after bid awards are made. Under no circumstances will a bid be considered if filed after the hour specified in the invitation for bids. For this bid to be considered for award, it may be submitted electronically prior to the date and time indicated within the eSchoolMall application. Paper bids must arrive in the offices of the KCDA Purchasing Department on or before the time listed on the front of this bid document. The address of this office is as follows:

King County Directors' Association
Purchasing Department
18639 80th Ave. S.
Kent, WA 98032

Please note that bids sent to our post office box are not guaranteed of reaching the Purchasing Department offices in time for the bid opening. The same is true of bids sent via United Parcel Service (UPS). Bids sent via UPS are delivered to our warehouse, not the Purchasing Department Offices, and are not guaranteed of being in the office before the time of the bid opening. Please check to make sure your bid will arrive at the Purchasing Department Offices in time to be accepted for the bid opening. KCDA will not accept bids that are sent via fax or email.

KCDA will be closed for the following holidays and therefore access for mail or courier delivery of bids will be unavailable:

New Year's Day	January 1, 2007
Martin Luther King Day	January 15, 2007
Presidents Day	February 19, 2007
Memorial Day	May 28, 2007
Independence Day	July 4, 2007
Labor Day	September 3, 2007
Veterans' Day	November 12, 2007
Thanksgiving	November 22 & 23, 2007 (tentative)
Christmas	December 24 & 25, 2007 (tentative)

B. MODIFICATIONS

Bids may be modified or withdrawn by written or telegraphic notice received prior to the exact hour and date specified for receipt of bids. Bids may also be modified or withdrawn in person by an authorized representative who must sign a receipt for this action. On electronic bids, once notification has been received by KCDA, the respective bid entered through eSchoolMall can be returned electronically to the bidder for modification and re-submission by the bidder as time allows. Returned and/or unsubmitted bids shall become the responsibility of the bidder. Bids that are not submitted or resubmitted and available via eSchoolMall.com at the time of the opening shall not be considered for award.

C. QUALITY STANDARDS

Whenever an item in this invitation for bids is described by using a manufacturer's name, brand or catalog number, it shall be construed solely for the purpose of indicating the standards of quality. Brands of equal quality shall be considered, except where specific brands are requested, provided the bidder specifies the brand, model and number on which their bid is submitted and submits samples, specifications and other information necessary to properly evaluate the bid. Any bid containing a brand which is not of equal quality shall not be considered. KCDA will accept bids on new product only. Merchandise that has been refurbished or has been in storage for a long period of time is unacceptable.

D. REJECTION OF ANY OR ALL PROPOSALS

The Purchasing Department reserves the right to accept or reject any or all bids and to waive informalities or irregularities in any bid or in the bidding. No faxed or "postage due" bids of any kind will be accepted.

E. BINDING CONTRACT

It is understood that the offer represented by a bidder and an award made by the KCDA Board of Directors to the successful bidder forms a binding contract. KCDA under

can occur to another entity without written agreement from KCDA.

F. ESTIMATED QUANTITIES

Quantities shown on the bid forms are the estimated requirements of the school districts for which the Association acts as purchasing department, based on orders for the previous year. The quantities listed on the bid forms represent the total quantity the cooperative intends to purchase over the life of the contract period. The Purchasing Department reserves the right to order more or less than the quantities stated on the bid form. Any minimum order requirements should be so indicated as part of this bid for evaluation. Quantities ordered are based on actual requirements and the successful bidder will fulfill that requirement regardless of the manufacturer's policies regarding order completion.

G. CONTRACT PERIOD

This bid will be awarded as an annual contract covering 365 days from the date of KCDA Board acceptance as noted under special instructions. If you are able to quote a contract price for only a limited period or a specific quantity, or quote separate pricing for subsequent orders beyond the initial requirement, qualify your bid by signed and dated attachment. Electronic responses may be qualified by including your terms in the response terms section of the vendor screen within eSchoolMall. Such attachments or electronic information must be precise, i.e., "Prices firm for purchase orders received by the bidder within 60 days from the date of bid opening" is acceptable, however, "Prices firm for 60 days" is not acceptable. The latter statement does not specify 60 days from when and leaves open the question of whether a purchase order must be issued within 60 days, the bids must be awarded within 60 days, or if the merchandise must be delivered and billed within 60 days. Do not disqualify your bid through imprecise language.

H. ORDERING SCHEDULE

Based upon minimum order requirements set by the successful bidder, KCDA may submit orders against this bid once a contract has been established by the KCDA Board of Directors. A large portion of the quantities listed will be ordered for delivery in April through July as noted by the requested delivery dates listed in the body of the bid specifications. However, KCDA reserves the right to place orders anytime, for any amount, during the contract period based upon any minimum quantities and time restrictions set forth by the successful bidder attached to their bid response. Please note that the quantities and delivery dates listed in this bid are presented as a guide to the bidder, but will not be binding or limiting to the Purchasing Department.

I. EXTENDED CONTRACT PERIOD

By mutual written agreement of KCDA Board of Directors and the successful bidder, the initial contract period may be extended for additional periods, not to exceed extensions of 3 years total beyond the initial contract. Such extensions shall be at the bid award price and under the same terms and conditions as the original contract. Proposals for extension shall be submitted to KCDA 30 days prior to specific bid availability for the upcoming bid.

J. REQUESTED SAMPLES

It is the bidder's responsibility to provide samples as requested in order that your bid is considered. Submit the samples to the King County Directors' Association, located at 18639 80th Ave. S., Kent, Washington, 98032. All samples must be labeled with the bid number and KCDA's item number to be submitted no later than 7 working days after the bid opening. Samples must be submitted on all items bid as alternates 10 working days prior to bid opening.

Additional samples may be requested after bids are opened and must be submitted within 7 working days of request. **DO NOT ENCLOSE YOUR BID WITH THE SAMPLES.**

K. DISPOSAL OF SAMPLES

Bid samples not picked up within 30 days after the bid award date shall become the property of the King County Directors' Association and shall be disposed of by distribution to the member school districts or by donation to the World Vision, Salvation Army or Rainier Schools.

L. KCDA NON DISCRIMINATION STATEMENT

Bidders who desire to provide KCDA with equipment, supplies and/or professional services must comply with the following Non Discrimination requirements. During the performance of this contract, the Bidder agrees as follows:

Bidder will comply with all Local, State and Federal Laws prohibiting discrimination with regard to race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.

The Bidder will not discriminate against any employees or applicant for employment because of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.

The Bidder will, in all solicitations or advertisements for employees placed by or on behalf of the Bidder, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.

The Bidder will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the Bidder's affirmative action commitments, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

Any Bidder who is in violation of these requirements, or an applicable non discrimination program shall be barred forthwith from receiving bid awards or any purchase orders from KCDA.

M. PATENT INDEMNIFICATION

By accepting this order, Bidder agrees to save and hold harmless KCDA, its successors, assigns, customers and the users of its products from any liability, loss, damage, judgments, or awards, including costs and expenses arising out of any actions, claims, or proceedings for infringement of (a) any United States Letters Patent purporting to cover the material to be delivered to Buyer under this order, or its normal intended use and (b) any trademarks appearing with the material on delivery to KCDA; and further, Bidder agrees to defend KCDA at Bidder's expense in all such actions, claims, or proceedings, provided that KCDA shall give Bidder prompt notice in writing of all such actions, claims, and proceedings, as well as notice of infringement and threats of suit for infringement.

N. SAFETY REQUIREMENTS

All items furnished under this bid, where applicable, must comply with all OSHA, WISHA, UL Approval and any other safety requirements imposed by KCDA, State or Federal agency.

Bidder further agrees to indemnify and hold harmless KCDA from all damages assessed against KCDA as a result of Bidder's failure to comply with the acts and the standards issued there under and for the failure of the items furnished under this order to so comply.

O. RISK OF LOSS

Regardless of F.O.B. point, Bidder agrees to bear all risk of loss, injury, or destruction of goods and materials ordered herein which occur prior to delivery, and such loss, injury, or destruction shall not release Bidder from any obligation hereunder.

P. REJECTION

All goods or materials purchased herein are subject to approval by KCDA. Any rejection of goods or materials resulting from non conformity to the terms, conditions and specifications of this order, whether held by KCDA or returned will be at Bidder's risk and expense.

Q. SHIPMENT IDENTIFICATION

All invoices, packing lists, packages, shipping notices, instructions, correspondence and all other written documents affecting any KCDA order shall contain the applicable purchase order number. A packing list must be provided with every shipment being made to KCDA indicating all the products shipped and back ordered, also, every carton shipped pursuant to this order must be marked with the contents therein.

R. NO BID RESPONSE

If no offer is to be submitted at this time, do not return this bid. A letter should be forwarded to KCDA advising whether future bids of this type are desired. Failure of the recipient to notify KCDA of your intentions may result in removal of your name from the bidder's list.

S. BID AWARDS

All bids will be awarded by the KCDA Board of Directors to the lowest responsible bidder meeting specifications. KCDA reserves the right to award items in groups to meet minimum shipping requirements.

T. RECIPROCITY

KCDA may review responses from bidders outside the State of Washington to see if those bidders are from states that use restrictions against companies from the State of Washington when they respond to public bids. KCDA may use this information in making bid awards when multiple bidders appear to have submitted the same pricing, terms and conditions on a particular bid item or items.

III. PREPARATION OF BID

A. SUBMITTAL OF BID DOCUMENT

All information submitted on this bid document, i.e. prices, brands, product numbers, any exceptions to the terms and conditions of this bid, and the signature page, must be either typewritten or filled out in permanent ink. No signature is needed on bids filed electronically through eSchoolMall. Submission of an electronic response through eSchoolMall signifies that bidder will be bound to respond the same as if submitting a bid on paper. Bids received differently than in the manner described above will be rejected.

B. SIGNATURE PAGE

If submitting electronically through eSchoolMall, a signature page can be submitted electronically using the attachments option within the application. The signature Page is included as one of the forms that can be downloaded from within eSchoolMall vendor response screen. Bids submitted on paper require the firm name, address and telephone number must be entered on the signature page of this bid. It is required that bids be submitted typed or printed with permanent ink. Each bid must be signed in longhand by the person duly authorized to sign bid documents. Please note the contract prices portion of the signature page. Check the appropriate box as to whether your pricing is firm for an annual contract, one time purchase or of variable length. If your company has a restocking fee for return of unneeded merchandise or merchandise ordered in error, show that amount on the signature page. Please note that damaged, defective or unusable merchandise will be returned to the vendor at the vendor's expense.

C. F.O.B. SHIPMENTS

Prices must be quoted in the UNIT SPECIFIED, PACKAGING INCLUDED and except for cash discount percentages, quoted NET, F.O.B. THE DELIVERY POINT specified under the delivery requirements section of this bid, including the unloading of the merchandise. KCDA redistributes products to its members. All merchandise shipped to KCDA must be in packaging that can be reshipped, via common carrier, without damage. Any damaged incurred due to insufficient packaging will be the responsibility of the supplier.

No charges will be allowed for special handling, packing, wrapping, bags, containers, reels, etc.

D. PRODUCT IDENTIFICATION

Bidders must insert the catalog number, brand name, grade and any other information necessary to properly describe and identify the articles they propose to furnish within the proper columns or item notes area of the vendor response area for electronic bids.

All bids must show the catalog number, brand name or grade brand and catalog number specified in the bid invitation and such interpretation shall be binding on the bidder.

The bidder is not to alter the grade brand, catalog number or description as given in the bid invitation. Such alternates should be proposed separately and noted as an "alternate". Alternates through the eSchoolMall electronic response system can be identified by not selecting the "Quoted as Specified" check box and to properly identify alternate brand etc. within the item notes section of the vendor response screen

E. QUANTITY PER UNIT OF MEASURE

If the quantity of volume per unit differs from that specified in the bid invitation for any particular item, it is mandatory to note such difference in the space provided on the bid form under "Qty/Uofm". Electronic responses need to note such differences within eSchoolMall by updating the item notes section of the vendor response screen. In addition, it is mandatory that bidder does not select the "Quoted as Specified" check box. Any bid submitted not showing the quantity per unit of measure will be construed to mean the bidder will furnish the unit of measure specified in the bid invitation and such interpretation shall be binding on the bidder. If unit of measure differs from the KCDA requirement, it will be construed as an alternate bid. Any merchandise received in other than KCDA units must be repackaged to correct units. Repackaging is the responsibility of the bidder who has entered into the contract. Payment will not be tendered until the merchandise has been packaged to KCDA units. If necessary, KCDA reserves the right to repackage merchandise to KCDA units and charge the bidder for all fair and reasonable associated costs. KCDA requests that once a bid is awarded, the successful bidder establishes a factory pack unit and ships in that unit for the duration of the contract. A change in factory packaging during the contract period creates undue problems and can lead to loss of merchandise.

F. ALTERNATE PROPOSAL

An alternate proposal is where the bidder is offering a program different than outlined in the bid request. This offered program may be, for example, free delivery to schools within a certain radius, extra merchandise for certain ordering levels, etc.

For alternate proposals to be considered, they must be submitted to KCDA 15 working days prior to the bid opening. Each proposal will be offered to all bidders on a bid addendum and must be submitted with your appropriate bid. Alternate proposals may be accepted if they meet the conditions above and they are deemed to be in the best interest of KCDA and their member districts.

Do not confuse "Alternate Proposal" with a bid on an alternate item. Alternate items are to be submitted with your regular bid on a separate attachment or by notation within the item notes section of the vendor response screen. In addition, it is mandatory that bidder does not select the "Quoted as Specified" check box if an alternate item is being proposed.

G. ERRORS/CORRECTIONS

Any erasures, interlineations or other corrections in the bid must be initialed by the person or persons signing the bid or provided within the response terms of the vendor response screen on electronic bids.

H. INVOICING

Invoice dates will correspond to the date of delivery as specified on the purchase order. Payment will be made after satisfactory delivery and acceptance by the Purchasing Department of any quantity of merchandise shipped against our purchase order. Invoices must be in duplicate, one original and one copy mailed to the Accounts Payable Department. Invoices enclosed with merchandise will not be accepted. Invoices shall contain the following information: KCDA purchase order number, item number, quantity ordered, quantity shipped, unit price, extension, terms and sales tax. Early delivery will be by pre arrangement only on annual orders; however, invoicing dates must coincide with the delivery date on the purchase order. Payments will be made on original invoicing only.

I. CASH DISCOUNTS/INVOICE PAYMENTS

Cash discounts are encouraged and cash discount percents and terms may be entered in the space provided on the bid form or by signed and dated attachment to the bid or in the payment terms section of the vendor response screen for electronic responses. KCDA will subtract cash discount percentages when comparing bids in all cases where it is deemed probable that KCDA will be able to take advantage of the offered discounts. KCDA will accept terms for as few as 15 days. If the terms portion of the bid are left blank then terms will be assumed to be Net-30 days. Please do not enter terms as 100% as this means the merchandise bid is free.

KCDA is required, by law, to process invoice payments through the King County Treasurer. Payment warrants can be issued weekly. The first day for start of terms shall begin with receipt of merchandise at KCDA or receipt of invoice which ever is later. Invoices with discounts between 15 and 30 days will be paid within terms and net 30-day invoices will be paid on the first pay date after 30 days.

J. WASHINGTON STATE SALES TAX

Washington State sales taxes are not to be included in any items on this bid but will be added at the time of invoicing. All other taxes, including but not limited to any excise or business and occupation must be included in your bid price. The only taxes KCDA will pay upon invoice is the Washington State Sales tax.

IV. PRODUCT ACCEPTANCE

A. GENERAL POLICY

The Purchasing Department shall have the right to reject any and all articles that are not in strict conformity with requirements and specifications of the bid and the samples submitted by the bidder. The bidder must replace all rejected articles promptly with articles of quality equal to the specifications or samples submitted and remove rejected articles at his own expense. In the event of failure on the part of the bidder to promptly replace rejected articles, the Purchasing Department reserves the right to purchase same on the open market or of declaring the contract void. Any additional costs in procuring and distributing replacement product will be charged to the bidder.

V. BID PROTESTS

Who may protest

Only actual or potential bidders with a direct economic interest in the outcome may file a bid protest.

What can be protested

Acceptance or rejection of a bid proposal, award or proposed award of a bid, allegedly restrictive specifications, omission of a required provision, ambiguous or indefinite evaluation factors are all factors that can be protested.

How to file a protest

Protests may be filed with either the KCDA purchasing agent who issued the bid or with the KCDA purchasing manager. Protests should include the following information:

- 1) Include the name, street address, email address, telephone and fax numbers of the protestor or their representative.
- 2) Be signed by the protestor or its representative.
- 3) Identify the solicitation or bid contract number.
- 4) Set forth a detailed statement of the legal and factual grounds of protest, including copies of relevant documents.
- 5) Set forth all information establishing that the protestor is an interested party for the purpose of filing a protest.
- 6) Set forth all information establishing the timeliness of the protest.
- 7) Specifically request a ruling by the KCDA purchasing manager.
- 8) State the form of relief requested.

Appeals of protest ruling must be made in the following order: 1) KCDA Purchasing Manager, 2) KCDA Executive Director 3) KCDA Board of Directors.

When to protest

Protests alleging improprieties in a solicitation must be filed before the bid opening time and date if the improprieties were apparent prior to that time. A solicitation defect that was not apparent before that time must be protested not later than 10 days after the defect became apparent.

Where to file a protest

Protests must be sent to:
KCDA Purchasing Cooperative
PO Box 5550
Kent, WA 98064-5550

After a protest is filed

Upon receipt of a protest, KCDA will acknowledge receipt of the protest in writing either by mail, fax or email. The only time an acknowledgement is not sent will be if the protest is summarily dismissed. Protestors will be contacted as to when a meeting can be scheduled to review the protest. KCDA will then make a decision as to the merits of the protest, any remedies taken within 10 days and notify the protestor once that decision is made.

VI. PRODUCT TOXICITY REPORTS

A. HAZARDOUS CHEMICAL COMMUNICATION

In order to comply with WAC 296 62 054, Hazard Communication, all bidders offering products on this bid that contain any toxic chemicals that may be harmful to the end user, must submit a Material Safety Data Sheet (MSDS) on the State of Washington form as provided by law with the bid. Please list any web site address where an MSDS can be obtained.

Any hazardous material tax must be included in the price of the product bid. KCDA will not be held responsible for any additional taxes (other than Washington State Sales Tax) and will not pay them if noted as separate line item on invoices.

VII. NOTE: IMPORTANT BID FACTS

- A. Bid quantities. II F
- B. This bid requests an annual contract. II G
- C. Discrimination forbidden. II L
- D. Did you sign your bid? III B
- E. Did you sign your "Debarment" page? Attach. "A"
- F. Prices bid are F.O.B. KCDA's warehouse. III C
- G. All items bid must be packaged in KCDA units. III E
- H. Payment will be made upon receipt and invoicing of any quantity. III H
- I. Do not add sales tax into bid prices. III J
- J. Are you bidding the specifications? IV A
- K. Product toxicity reports. VI A

SPECIFICATIONS SPECIFIC COMPUTERS AND EQUIPMENT BID

It is the intention of the King County Directors' Association (KCDA) to establish an annual contract on specified computers, printers and networking products in behalf of all KCDA members. This membership currently includes 295 public school districts in the State of Washington along with associate members throughout the state of Washington, Alaska, Idaho, Oregon and Montana. Inasmuch as ownership of KCDA rests with member districts, by going for bids on an annual basis, the bid law for any owner member district is fulfilled.

KCDA is looking for vendors that are committed to serving our members with competitively priced products and services. Award categories will be based not only on price, but also the vendors' reputation and ability to service all KCDA member school districts. Consequently, KCDA may not select the lowest cost vendor. The objective is to choose reliable and experienced vendors capable of providing effective products and services to our client base at a reasonable price for the entire contract period.

The intent of this bid is to also provide multiple options for purchasing products and services to all KCDA members and make it possible for our members to standardize their computer purchases using a single vendor if desired. This enables them to save time and money in research and with dealing with multiple vendors on new products and warranty/service issues.

For additional information regarding KCDA's history and sales review, please contact Charlotte Smith Purchasing Agent, at (425) 251-8115 extension 131.

Questions and/or inquiries pertaining to this bid should be emailed to csmith@kcda.org. Answers will be emailed back to the originator and then the question(s) and answer(s) will be posted on KCDA's website. To view questions and responses log onto www.kcda.org, go into bids, then click on Questions & Answers next to the Computers and Equipment bid,

EXCEPTIONS TO THE GENERAL PROVISIONS:

- A. Section IIF of the "General Provisions" refers to Estimated Quantities based on previous year's experience. KCDA has not listed estimated quantities on this bid for computers, printers or network equipment, as quantities purchased will depend directly on the purchasing activities of KCDA member school districts.
- B. Section IIG of the "General Provisions" refers to Contract Period. The requested contract period for this bid is from August 17, 2007 through December 31, 2007.
- C. Section IIH of the "General Provisions" refers to Ordering Schedule. KCDA does not attempt to predict the time frame that orders will be processed during this contract.
- D. Section IIIF of the "Preparation of Bid" refers to Alternate Proposals to be represented 15 days prior to the bid opening. All proposals will be opened on the scheduled bid opening date.
- E. Section IIH and III of the "Preparation of Bid" refers to Invoicing and invoice payments. Invoices will be processed direct to each school district ordering merchandise off this contract from the awarded vendor(s). The school districts will be given 45 days from the acceptance of the products to release payment to the vendor.

KCDA SERVICE FEE COLLECTION

All orders processed under this contract, will include a 2% service fee to be remitted to KCDA on a monthly basis by the awarded vendor. This service fee is to support the cost incurred by KCDA to establish and maintain this contract. This fee will be collected by the awarded vendor at time of billing to the school district. The fee is to be built into the price of the system ordered and not billed as a separate line item.

PROCESSING OF ORDERS:

Copies of all orders received by the vendor from KCDA members using this contract **must** be faxed to KCDA for a controlling purchase order number to be issued. This KCDA purchase order number is necessary to monitor orders in process and service fee collections. If product or price changes occur to the order prior to shipment KCDA must be kept informed of the changes.

DE-ESCALATOR CLAUSE:

Due to the fact that technology prices and hardware configurations are changing so rapidly, KCDA, on this bid, requires a de-escalation of the bid price, by the same percentage that the manufacturer reduces their published prices to be updated monthly.

Awarded vendors will review and update price sheets as needed on a monthly basis to reflect the ongoing change in the marketplace and to maintain the same level of pricing as proposed on the awarded bid response. Price sheets shall contain the highest level of prices charged for products and services. Vendors may offer special discount pricing to KCDA member school districts throughout the contract as long as pricing is lower than the normal pricing obtained on this contract with prior approval from KCDA.

DELIVERY:

- A. All hardware, peripherals or software delivered to any KCDA member in response to a contract awarded from this bid must be on original manufactured units. Used and/or dealer demos will not be accepted.
- B. Any damage to the manufacturer's hardware or software while in transit will be the responsibility of the shipper.
- C. Diagnostic tests must be run to demonstrate that all equipment is in proper working condition prior to delivery. Only after the hardware has been tested will the member school be authorized to accept this equipment.
- D. Deliveries are requested F.O.B. to each KCDA member district in the State of Washington, Idaho and Oregon or KCDA's warehouse in Kent, Washington as noted on each individual purchase order processed.
- E. All equipment must meet all OSHA and WISHA requirements.

WARRANTY:

Under separate cover, please outline your complete warranty including all products your company represents. This would include all hardware items as well as any additional software and/or support peripherals that are being offered.

All costs incurred by KCDA members for defect covered by warranty will be the responsibility of the selling vendor. If any components installed within the systems are determined to be defective in 20% or more systems delivered to a particular school districts the defective part(s) must be replaced at the customer's location and convenience at no cost to the customer.

PRICING:

Pricing models will be specifically outlined in each section of this bid. All bidders need to apply their bid response to the individual product requirements as noted in the instructions by manufacturer.

LEASING:

Some of KCDA member school districts have shown interest in leasing programs as an option for payment of computer systems. Proposals for leasing programs available to KCDA member school districts will be accepted and evaluated. All leasing programs offered through KCDA must provide a non-appropriation funding out program in the event the school district loses funding.

SAMPLES:

Vendors may be asked to provide a fully configured evaluation unit (Server, Desktop PC, Notebook or Printer) to KCDA or an evaluation team made up of KCDA members, at no charge for 60 days.

MARKETING PLAN:

Under separate cover submit a detailed marketing plan that your company would use to promote the KCDA program. Describe in detail your ability to support and service all KCDA member school districts throughout the state of Washington. Support issues addressed should include but are not limited to procedures and response time for price quotes as requested from member school districts, price list updates, service response time and technical support.

AWARD:

In award of the contract, all factors and information which will be considered for decision of vendor award by KCDA includes but is not limited to the following: customer service and technical support capabilities as demonstrated in Marketing plan, pricing structure, and the ability to meet KCDA requirements as delineated in the bid.

Only one vendor per manufacturer will be awarded a contract.

The duration of all awarded products on Bid #07-334 will be from August 17, 2007 through December 31, 2007. Extension of the contract period may be agreed upon between the KCDA Board of Directors and the awarded vendor(s). See section III in "General Provisions".

KCDA's Computer and Equipment Bid #07-334 is scheduled to be awarded by the KCDA Board of Directors on August 16, 2007 to the lowest responsible bidder meeting all bid requirements.

INSTRUCTIONS FOR ATTACHING DOCUMENTS ON ESCHOOLMALL:

Attach documents by saving into your personal files, then attach the "saved" documents to your offer on the appropriate lines using the paper clip beside the pencil, enter a dollar value of \$.01, update the page and a disk will now appear along with the paper clip. This indicates that your file has been attached to your eschoolmall offer.

BID CONTACT INFORMATION (BID 07-334 COMPUTER AND EQUIPMENT):

In the space provided below, list the name(s) of representatives from your company who we may call for clarification or answers to specific questions.

Representative:

— _____
—

Address:

— _____
—
— _____
—

Telephone/Fax:

— _____
—

Email:

— _____
—

TRAINING AND SUPPORT SPECIFICATIONS:

NOTICE: All bidders must complete this section of bid. Failure to do so will be considered grounds for rejection of any bid offered. Bidder may submit the requested information on a separate sheet as long as this format is followed.

1. Vendor will test and affirm that all hardware and installed software are in "up and running" condition and ready for owner's use.

Yes _____ No _____

2. One set of manuals must be provided with each unit purchased.

Yes _____ No _____

3. Indicate if self-maintenance information is available And if so to what extent. Will manufacturer train district staff?

Yes _____ No _____

4. Define your pricing on service per diem costs, hourly rates, etc. for repairs and services provided to products not covered under warranty. _____

5. If the district should need training, the vendor must be able to provide extended support. Indicate what level of support you provide, whether onsite or at vendor's location, and any costs thereof. _____

6. Is it required that the district return defective equipment to the vendor's service center/dealer?

Yes _____ No _____

7. KCDA requires a maximum of 72 hours response time

on service. Can you meet or improve on this time frame?

Yes _____

No _____

8. Does your firm provide "loaner" equipment when extended service time is required?

Yes _____

No _____

9. Is there a discounted price on parts?

Yes _____

No _____

10. Is there in-house training available for districts that wish to do their own maintenance?

Yes _____

No _____

COMPANY BACKGROUND

All vendors must complete the following section. Failure to do so will be considered grounds for rejection of any bid offered. If more space is needed please submit an attached sheet addressing these issues in depth.

1. How many years has your company been in business? _____

2. What is your primary line of trade? _____

3. What is the current size of your company?(customer base, annual revenue, and employees)

4. What is/are the location(s) of your company? Which of these sites will be servicing KCDA member school districts? _____

5. What are your normal business hours? _____

6. Which services are available 24-hours/day, 7-days/week? _____

7. Please indicate below if your company has the following certifications. Certification information must be included in the vendor bid response.

Authorized Microsoft reseller Yes _____ No _____

Microsoft windows NT server certified Yes _____ No _____

ISO 9001 certified Yes _____ No _____

Authorized Hewlett Packard Service Center Yes _____ No _____

List all other certified network applications. _____

List all other sales and service certifications. _____

BIDDER EXPERIENCE QUESTIONNAIRE

Each bidder must show evidence of completion within the last two years of at least three projects involving work within school districts of equipment that is listed in our bid.

Provide pertinent information below for each of the three projects.

Project #1

Project(site) Name _____

Project Location _____

Project Description _____

Contract Amount _____

Completion Date _____

Owner's Representative: Name _____

Title _____

Phone _____

Project #2

Project (site) Name _____

Project Location _____

Project Description _____

Contract Amount _____

Completion Date _____

Owner's Representative: Name _____

Title _____

Phone _____

Project #3

Project (site) Name _____

Project Location _____

Project Description _____

Contract Amount _____

Completion Date _____

Owner's Representative: Name _____

Title _____

Phone _____

BRAND NAME COMPUTERS AND ACCESSORIES

It is the intention of KCDA to secure an annual contract for the complete product line of **Apple Computers, IBM Computers and Toshiba Laptop Computers** and all related support accessories. This request comes at the need and requirement of KCDA's 294 state wide member School Districts along with our associate members throughout Washington, Idaho, Oregon and Montana. Because KCDA's membership is State wide, be sure and provide the program that will support Western Washington as well as the Eastern side of Washington State.

Please provide pricing for all items under separate cover with a stated discount level from list price or percent mark-up above cost that covers the complete product line(s) being bid. This will ensure that as new products are introduced and pricing drops KCDA will maintain its discount level from list price throughout the duration of the contract.

Be sure to provide under separate cover pricing and discount levels that will include the complete line of Monitors and Networking Equipment, along with software products, CD-ROM's, and other available third party products you wish to have covered under this bid. If different discount levels apply, please provide the price sheet and the discount that will apply to each.

Please include in your price offering all aspects of your Educational Programs that include Training/Support/Warranty and installation of all products listed within your offering. Shipping charges to all areas of the state of Washington must be estimated and included in the pricing. The KCDA service fee should be accounted for within the final pricing, not added to the customer invoice as a separate line item.

***Note: As new price sheets are introduced throughout the duration of the contract the same discount(s) must apply to each price sheet in the same manner as the original bid was awarded. These price sheets need to be updated and supplied to KCDA on a monthly basis.

AWARD

Each manufacture product line will be awarded as a group to one vendor representing the entire product offering.

PC COMPATIBLE SYSTEMS

It is the intention of KCDA to offer our 294 member school districts a competitive bid option for PC compatible computers and services. KCDA's goal is to award this portion of the contract to the lowest responsible bidder who can continually service and offer the most competitive pricing for an annual contract. All eligible vendors must meet or exceed the qualifications listed within this bid to be considered for award.

Vendors must conform to all of the following requirements to be considered for participation along with returning the Training and Support Specification sheet, Bidder Experience Questionnaire and Company Background.

1. Vendor may be asked to provide fully configured sample unit(s) for evaluation at no-charge for 60 days.
2. The vendor must provide a minimum of two-year parts and labor warranty on the entire configuration. The vendor must include the depot warranty work in the base price on configurations bid.
3. Vendor must offer 3-year on-site warranty to all areas of Washington State. Response time to warranty calls must meet or exceed the following: 72 hours for workstations, 48 hours for servers, 5 working days for Notebooks. If the service is not performed within the required time, there may be a penalty of \$25 per day on workstations or notebooks and \$100 per day on servers, payable to the end user purchaser.
4. Vendor must be able to supply warranty replacement parts that are image compatible with products sold for three years after the initial sales and ship those parts within 24 hours of RMA request.
5. Vendor must be currently authorized by Microsoft to provide OEM software including operating systems. Copy of certification must be included in bid response.
6. Vendor must be currently authorized by Microsoft to provide Academic software. Copy of certification must be included in bid response.
7. Vendor must guarantee product compatibility with all operating systems including: Linux, Novell, and all versions of MS Windows (Vista, 2000, 2003 server, XP) with all motherboards and video boards sold for five years of receipt of order.
8. Lemon law shall apply to systems purchased off this contract. If the same problem must be fixed twice within the same year the system shall be replaced.
9. Bidding vendor must have been in business at least three full years under the same ownership selling integrated personal computer systems at a minimum of 1 million dollars in PC sales each year. KCDA or a KCDA member school district may request financial records.
10. Bidding vendor must provide references of at least three k-12 school districts or community colleges within the state of Washington that they have done at least two hundred thousand dollars of business per institution during the 2006/2007 calendar year and have provided on-site service to each.
11. Vendors may be asked to provide representatives from the KCDA bid evaluation team a tour of the vendor's place of business.
12. Vendor shall include in their Marketing Plan the size of their sales and service team.
13. Vendor will be required to remit the 2% KCDA service fee on a monthly basis to the KCDA Accounts Payable department along with a detailed spreadsheet of sales. This 2% needs to be included in your prices bid.
14. In order to assure that KCDA is receiving the pricing level as bid throughout the contract period at any time they may request to audit vendor's records.
15. KCDA requires monthly updates of price lists showing current configurations and pricing. These lists must be made readily available to all KCDA members when requested.
16. The vendor will be responsible for handling RMA replacement of all products sold under this contract for at least two years, and more with optional extra cost warranty upgrades. This includes any freight charges (outbound only for depot warranty, both ways for on-site warranty).

17. If prices for the parts to the vendor go down between the time of a quote and receipt of the order, the client is to be billed at the lower price based on the lower cost.
 18. The vendor is to guarantee prices for 30 days on all quotes.
 19. Shipping on all parts orders regardless of size shall be billed at set price. Please supply shipping charge for parts orders \$_____.
 20. Freight/shipping cost on computer orders will be FOB destination and cost included in the price as bid and advertised. This cost will be the same for any client in Washington state.
- All standard computer products, listed as available under this contract, must have a 30 day money back guarantee for items purchased in error, without proper funding, found defective, or found unacceptable for the purpose purchased.

Provide pricing to the following configurations. Show each component prices as individual line items. Prices must be for the exact components listed in the sample configurations. These configurations are samples of standardized systems being requested by some of the KCDA members at this time. This is a hypothetical exercise to evaluate the actual cost of these configurations as if ordered at the time of this bid closing on July 31, 2007.

It is understood that many other configurations are available at this time and as the technology industry changes new and improved components will be available. KCDA's goal is to maintain the same level of competitive pricing on new available components throughout the contract period. Provide the percentage mark-up above your cost (cost consisting of all components within the system, delivered to the destination ordering and including the 2% KCDA fee) being used to price the sample systems. If different percentage levels are used for desktops, servers and/or notebooks list them separately. As new products are introduced and added to the offerings to the KCDA members on this contract the pricing must remain at the same percentage level above cost as bid, or lower.

Vendors responding to the minimum requirements for all systems requested must also respond to the upgrades requested.

Minimum Intel ATX System Requirements:

- Midtower case, w/350 Watt ATX power supply with double ball bearing fan
- Asus P5LD2 Motherboard, ATX,Socket 775,DDR2,945P,audio,network
- Intel Pentium Dual-Core E2140 processor, 1.60GHz, 1MB L2 cache
- 512MB DDR2 667 memory
- CD-ROM 52X IDE Internal
- Floppy Drive 1.44MB 3.5"
- Hard Drive 80GB SATAII 7200RPM, Western Digital or Seagate brand
- Video card, PCI-E x16, 128MB, NVidia 7300GS chipset, w/VGA & DVI-I ports
- Microsoft Windows XP Pro operating system
- Two internal stereo speakers built into the case
- Keyboard 104Key PS/2
- Mouse optical PS/2 3-button

- Monitor, 17", NEC AS700, .27DP
- 3-year on-site warranty with advanced RMA replacement and freight both ways

Upgrades to minimum Intel ATX System requirements (options at time of purchase)

- Increase memory to 1GB DDR2 667
- Change motherboard to Asus P5B-E
- Change OS to Microsoft Windows Vista Business
- Upgrade Hard Drive to 160GB SATA II 7200RPM
- Upgrade Hard Drive to 320GB SATA II 7200RPM
- Upgrade CD-ROM to DVD±RW drive 18x/48x/16x/14x
- Upgrade Keyboard to Microsoft Natural Multimedia
- Upgrade Mouse to 3-button USB optical wheel mouse
- Upgrade CPU to Intel Core 2 Duo E6600 2.40GHz 4MB L2 cache
- Upgrade video card to PCI-E x16, 512MB, NVidia 7600GS chipset, w/VGA & DVI-I ports
- Upgrade to external, UL Approved, speakers, 3Watt, w/internal power adapter
- Upgrade Monitor to 15" LCD flat panel, 12ms response time
- Upgrade Monitor to 17" LCD flat panel, 12ms response time
- Upgrade Monitor to 19" LCD flat panel, 12ms response time
- Downgrade Warranty to 2 yr Depot with advanced RMA replacement and freight one way
- Downgrade Warranty to 3 yr Depot with advanced RMA replacement and freight one way
- Upgrade Warranty to 4 yr Depot with advanced RMA replacement and freight one way
- Upgrade Warranty to 5 yr Depot with advanced RMA replacement and freight one way
- Downgrade Warranty to 2 yr On-site with advanced RMA replacement and freight both ways
- Upgrade Warranty to 4 yr On-site with advanced RMA replacement and freight both ways
- Upgrade Warranty to 5 yr On-site with advanced RMA replacement and freight both ways

Minimum Intel Micro-ATX System Requirement:

- Minitower case, w/300 Watt ATX power supply, with double ball bearing fan
- Intel D946GZIS Motherboard, microATX, Socket 775, DDR2, 946GZ, video, audio, network
- Intel Pentium Dual-Core E2140 processor, 1.60GHz, 1MB L2 cache
- 512MB DDR2 667 memory
- CD-ROM 52X IDE Internal
- Floppy Drive 1.44MB 3.5"
- Hard Drive 80GB SATA II 7200RPM, Western Digital or Seagate brand
- Microsoft Windows XP Home operating system
- Two internal stereo speakers built into the case
- Keyboard 104Key PS/2
- Mouse optical PS/2 3-button
- Monitor, 17", NEC AS700, .27DP
- 3-year on-site warranty with advanced RMA replacement and freight both ways

Upgrades to minimum Intel Micro-ATX requirements (options at time of purchase)

- Increase memory to DDR 1GB DDR2 667
- Change motherboard to Intel DQ965GF
- Change OS to Microsoft Windows Vista Home Basic
- Upgrade Hard Drive to 160GB SATA II 7200RPM
- Upgrade Hard Drive to 320GB SATA II 7200RPM
- Upgrade CD-ROM to DVD±RW drive 18x/48x/16x/14x
- Upgrade Keyboard to Microsoft Natural Multimedia
- Upgrade Mouse to 3-button USB optical wheel mouse
- Upgrade CPU to Intel Core 2 Duo E6600 2.40GHz 4MB L2 cache
- Upgrade to external, UL Approved, speakers, 3Watt, w/Internal Power (no AC adapter)
- Upgrade Monitor to 15" LCD flat panel, 12ms response time
- Upgrade Monitor to 17" LCD flat panel, 12ms response time
- Upgrade Monitor to 19" LCD flat panel, 12ms response time
- Downgrade Warranty to 2 yr Depot with advanced RMA replacement and freight one way
- Downgrade Warranty to 3 yr Depot with advanced RMA replacement and freight one way
- Upgrade Warranty to 4 yr Depot with advanced RMA replacement and freight one way

way

- Upgrade Warranty to 5 yr Depot with advanced RMA replacement and freight one way
- Downgrade Warranty to 2 yr On-site with advanced RMA replacement and freight both ways
- Upgrade Warranty to 4 yr On-site with advanced RMA replacement and freight both ways
- Upgrade Warranty to 5 yr On-site with advanced RMA replacement and freight both ways

Minimum AMD Micro-ATX System Requirements:

- Minitower case, w/300 Watt ATX power supply, with double ball bearing fan
- MSI K9VGM-V, micro-ATX, Via K8M800 chipset, with video, sound, network
- AMD Sempron 3400+ CPU, Socket AM2, 1.8GHz, 256K L2, with heatsink and fan
- 512MB DDR2 667 memory
- CD-ROM 52X IDE Internal
- Floppy Drive 1.44MB 3.5"
- Hard Drive 80GB SATAII 7200RPM, Western Digital or Seagate brand
- Microsoft Windows XP Home operating system
- Two internal stereo speakers built into the case
- Keyboard 104Key PS/2
- Mouse optical PS/2 3-button
- Monitor, 17", NEC AS700, .27DP
- 3-year on-site warranty with advanced RMA replacement and freight both ways

Upgrades to minimum AMD Duron requirements (options at time of purchase)

- Increase memory to DDR 1GB DDR2 667
- Change motherboard to Asus M2NBP-VM CSM
- Change OS to Microsoft Windows Vista Home Basic
- Upgrade Hard Drive to 160GB SATA II 7200RPM
- Upgrade Hard Drive to 320GB SATA II 7200RPM
- Upgrade CD-ROM to DVD±RW drive 18x/48x/16x/14x
- Upgrade Keyboard to Microsoft Natural Multimedia
- Upgrade Mouse to 3-button USB optical wheel mouse
- Upgrade CPU to Intel Core 2 Duo E6600 2.40GHz 4MB L2 cache
- Upgrade to external, UL Approved, speakers, 3Watt, w/Internal Power (no AC

adapter)

- Upgrade Monitor to 15" LCD flat panel, 12ms response time
- Upgrade Monitor to 17" LCD flat panel, 12ms response time
- Upgrade Monitor to 19" LCD flat panel, 12ms response time
- Downgrade Warranty to 2 yr Depot with advanced RMA replacement and freight one way
- Downgrade Warranty to 3 yr Depot with advanced RMA replacement and freight one way
- Upgrade Warranty to 4 yr Depot with advanced RMA replacement and freight one way
- Upgrade Warranty to 5 yr Depot with advanced RMA replacement and freight one way
- Downgrade Warranty to 2 yr On-site with advanced RMA replacement and freight both ways
- Upgrade Warranty to 4 yr On-site with advanced RMA replacement and freight both ways
- Upgrade Warranty to 5 yr On-site with advanced RMA replacement and freight both ways

Notebooks must meet the minimum requirements requested and must be manufactured by a "Gartner Group" "Tier One" or "Tier Two" manufacturer rated brand such as: Acer or Sony. List the brand of notebook being bid in your bid response.

The bidding vendor must be certified by the manufacturer to be authorized warranty repair center for the notebook manufactures products. Provide an original signed letter from the manufacturer.

Minimum Medium Range Notebook Requirements:

- Intel Centrino 1.6GHz Processor
- Memory 512MB DDR-333
- Hard drive 40GB ATA/100
- DVD-CDRW
- Built in Modem V.90 56K
- Built in Ethernet 10/100 NIC
- Built in WirelessLAN 802.11g
- 15.0" Screen
- 2-button touch pad w/scroll
- 8 cell lithium Ion Battery
- Microsoft Window XP Pro
- 2 year door to door warranty, freight paid both ways and 7 day turn around

for repairs

Upgrade to minimum Notebook Requirements:

- Upgrade to DVD+/-RW burner
- Upgrade Warranty to 2 year on-site
- Upgrade Warranty to 3 year on-site
- Add 1-year brakeage insurance
- Add 2-year brakeage insurance
- Add 3-year brakeage insurance

Minimum High End Tablet PC Requirements:

- Intel Centrino 1.6GHz Processor
- Memory 1GB DDR266
- Hard Drive 60GB ATA/100
- DVD+/-RW
- Built in Modem v.92 56K
- Built in Ethernet 10/100/1000 NIC
- Built in WirelessLAN 802.11b
- 14.1" Screen
- 2-button touch pad w/scroll
- 8 cell lithium Ion Battery
- Microsoft Window XP Tablet
- 2 year door to door warranty, freight paid both ways and 7 day turn around for repairs

Upgrade to minimum Tablet PC Requirements:

- Upgrade to DVD+/-RW burner
- Upgrade Warranty to 2 year on-site
- Upgrade Warranty to 3 year on-site
- Add 1-year brakeage insurance
- Add 2-year brakeage insurance
- Add 3-year brakeage insurance

Minimum Server Requirements:

- Server Case 460W Xeon PSupply 10-Bays
- Intel Xeon 2.66GHz 512K L2 604pin 533FSB
- Heatsink/Fan Included With Above
- Motherboard SuperMicro Dual Xeon 533FSB
- Video & Sound On Motherboard
- Dual 1 Gbit Network Ports On Motherboard
- Memory DDR Kingston 1GB ECC Reg. PC2100
- CD-ROM ASUS 52X IDE Internal
- 6 Bay Hot Swap RAID Cage For H800 Case
- Controller Adaptec PCI RAID 1CH U160 32M

- HardDrive 73GB HD80pin ST373307LC 10KRPM
- Configure And Test Raid File Servers

Upgrade to Minimum Server Requirements:

- HardDrive 146.8GB HD80pin ST3146807LC 10K
- Intel Xeon 3.06GHz 512K L2 604pin 533FSB
- Intel Xeon 3.06GHz 1MB L2 604pin 533FSB
- Tape Drive Int 80/160GB Ultra2 LVD 5" HH
- Controller Adaptec PCI SCSI2 PnP Kit
- Above Controller Needed For VXA-2 Tape Dr.
- Tape Drive Int. 33/66GB EIDE 5" HH Kit
- UPS Smart 1500 W/Cable & Software

3 COM PRODUCTS

It is the intention of KCDA to secure an annual contract for the complete line of 3Com products to be available to all 294 member school districts in the state of Washington along with our associate members throughout Washington, Idaho, Oregon and Montana.

Please provide price lists for all available products along with a stated discount level from list price or percent mark-up above cost. This will ensure that as new products are introduced and pricing drops KCDA will maintain its level of pricing as bid throughout the duration of the contract.

Please include in your price offering all aspects of your Educational Programs that include Training/Support/Warranty and installation of all products listed within your offering. Shipping charges to all areas of the state of Washington must be estimated and included in the pricing. The KCDA service fee should be accounted for within the final prices not added to the customer invoice as a separate line item.

Only certified resellers of 3Com products will be considered for award. Please provide a letter of authority from 3Com that your company is a certified dealer.

***Note: As new price sheets are introduced throughout the duration of the contract the same discount(s) must apply to each price sheet in the same manner as the original bid was awarded. These price sheets need to be updated and supplied to KCDA on a monthly basis.

AWARD

3Com products will be awarded as a group to one vendor representing the

entire product line.

SMC PRODUCTS

The SMC section of this bid has been extended from bid #07-334. KCDA is not accepting bids for this section at this time.

NETGEAR PRODUCTS

The Netgear section of this bid has been extended from bid #07-334. KCDA is not accepting bids for this section at this time.

MILAN PRODUCTS

It is the intention of KCDA to secure an annual contract for the complete line of Milan products to be available to all 294 member school districts in the state of Washington along with our associate members throughout Washington, Idaho, Oregon and Montana.

Please provide price lists for all available products along with a stated discount level from list price or percent mark-up above cost. This will ensure that as new products are introduced and pricing drops KCDA will maintain its level of pricing as bid throughout the duration of the contract.

Please include in your price offering all aspects of your Educational Programs that include Training/Support/Warranty and installation of all products listed within your offering. Shipping charges to all areas of the state of Washington must be estimated and included in the pricing. The KCDA service fee should be accounted for within the final prices not added to the customer invoice as a separate line item.

*****Note:** As new price sheets are introduced throughout the duration of the contract the same discount(s) must apply to each price sheet in the same manner as the original bid was

awarded. These price sheets need to be updated and supplied to KCDA on a monthly basis.

AWARD

Milan products will be awarded as a group to one vendor representing the entire product line.

FOUNDRY PRODUCTS

It is the intention of KCDA to secure an annual contract for the complete line of Foundry products to be available to all 294 member school districts in the state of Washington along with our associate members throughout Washington, Idaho, Oregon and Montana.

Please provide price lists for all available products along with a stated discount level from list price or percent mark-up above cost. This will ensure that as new products are introduced and pricing drops KCDA will maintain its level of pricing as bid throughout the duration of the contract.

Please include in your price offering all aspects of your Educational Programs that include Training/Support/Warranty and installation of all products listed within your offering. Shipping charges to all areas of the state of Washington must be estimated and included in the pricing. The KCDA service fee should be accounted for within the final prices not added to the customer invoice as a separate line item.

***Note: As new price sheets are introduced throughout the duration of the contract the same discount(s) must apply to each price sheet in the same manner as the original bid was awarded. These price sheets need to be updated and supplied to KCDA on a monthly basis.

AWARD

Foundry products will be awarded as a group to one vendor representing the entire product line.

ALLIED TELESYN PRODUCTS

It is the intention of KCDA to secure an annual contract for the complete line of Allied Telesyn products to be available to all 295 member school districts in the state of Washington along with our associate members throughout Washington, Idaho, Oregon and Montana.

Please provide price lists for all available products along with a stated discount level from list price or percent mark-up above cost. This will ensure that as new products are introduced and pricing drops KCDA will maintain its level of pricing as bid throughout the duration of the contract.

Please include in your price offering all aspects of your Educational Programs that include Training/Support/Warranty and installation of all products listed within your offering. Shipping charges to all areas of the state of Washington must be estimated and included in the pricing. The KCDA service fee should be accounted for within the final prices not added to the customer invoice as a separate line item.

Only certified resellers of Allied Telesyn products will be considered for award. Please provide a letter of authority from Allied Telesyn that your company is a certified dealer.

***Note: As new price sheets are introduced throughout the duration of the contract the same discount(s) must apply to each price sheet in the same manner as the original bid was awarded. These price sheets need to be updated and supplied to KCDA on a monthly basis.

AWARD

Allied Telesyn products will be awarded as a group to one vendor representing the entire product line.

TOSHIBA LAPTOP COMPUTERS AND ACCESSORIES

It is the intention of KCDA to secure an annual contract for the complete product line of **Fujitsu Laptop Computers** and all related support accessories. This request comes at the need and requirement of KCDA's 295 state wide member School Districts along with our associate members throughout Washington, Idaho, Oregon and Montana.

Please provide pricing for all items under separate cover with a stated discount level from list price or percent mark-up above cost that covers the complete product line(s) being bid. This will ensure that as new products are introduced and pricing drops KCDA will maintain its discount level from list price throughout the duration of the contract.

Be sure to provide under separate cover pricing and discount levels that will include the complete line of Monitors and Networking Equipment, along with software products, CD-ROM's, and other available third party products you wish to have covered under this bid. If different discount levels apply, please provide the price sheet and the discount that will apply to each.

Please include in your price offering all aspects of your Educational Programs that include Training/Support/Warranty and installation of all products listed within your offering. Shipping charges to all areas of the state of Washington, Idaho and Oregon must be included in the pricing. Please note if pricing also includes shipping charges for Alaska members. The KCDA service fee should be accounted for within the final pricing, not added to the customer invoice as a separate line item.

***Note: As new price sheets are introduced throughout the duration of the contract the same discount(s) must apply to each price sheet in the same manner as the original bid was awarded. These price sheets need to be updated and supplied to KCDA on a monthly basis.

AWARD

The Toshiba product line will be awarded as a group to one vendor representing the entire product offering.

FUJITSU LAPTOP COMPUTERS AND ACESSORIES

It is the intention of KCDA to secure an annual contract for the complete product line of **Fujitsu Laptop Computers** and all related support accessories. This request comes at the need and requirement of KCDA's 295 state wide member School Districts along with our associate members throughout Washington, Idaho, Oregon and Montana.

Please provide pricing for all items under separate cover with a stated discount level from list price or percent mark-up above cost that covers the complete product line(s) being bid. This will ensure that as new products are introduced and pricing drops KCDA will maintain its discount level from list price throughout the duration of the contract.

Be sure to provide under separate cover pricing and discount levels that will include the complete line of **Monitors and Networking Equipment**, along with software products, CD-ROM's, and other available third party products you wish to have covered under this bid. If different discount levels apply, please provide the price sheet and the discount that will apply to each.

Please include in your price offering all aspects of your Educational Programs that include **Training/Support/Warranty** and installation of all products listed within your offering. Shipping charges to all areas of the state of Washington, Idaho and Oregon must be included in the pricing. Please note if pricing also includes shipping charges for Alaska members. The KCDA service fee should be accounted for within the final pricing, not added to the customer invoice as a separate line item.

***Note: As new price sheets are introduced throughout the duration of the contract the same discount(s) must apply to each price sheet in the same manner as the original bid was awarded. These price sheets need to be updated and supplied to KCDA on a monthly basis.

AWARD

The Fujitsu product line will be awarded as a group to one vendor representing the entire product offering.

DELL COMPUTERS AND ACESSORIES

It is the intention of KCDA to secure an annual contract for the complete product line of **Dell Computers** and all related support accessories. This request comes at the need and requirement of KCDA's 295 state wide member School Districts along with our associate members throughout Washington, Idaho, Oregon and Montana.

Please provide pricing for all items under separate cover with a stated discount level from list price or percent mark-up above cost that covers the complete product line(s) being bid. This will ensure that as new products are introduced and pricing drops KCDA will maintain its discount level from list price throughout the duration of the contract.

Be sure to provide under separate cover pricing and discount levels that will include the complete line of Monitors and Networking Equipment, along with software products, CD-ROM's, and other available third party products you wish to have covered under this bid. If different discount levels apply, please provide the price sheet and the discount that will apply to each.

Please include in your price offering all aspects of your Educational Programs that include Training/Support/Warranty and installation of all products listed within your offering. Shipping charges to all areas of the state of Washington, Idaho and Oregon must be included in the pricing. Please note if pricing also includes shipping charges for Alaska members. The KCDA service fee should be accounted for within the final pricing, not added to the customer invoice as a separate line item.

*****Note:** As new price sheets are introduced throughout the duration of the contract the same discount(s) must apply to each price sheet in the same manner as the original bid was awarded. These price sheets need to be updated and supplied to KCDA on a monthly basis.

AWARD

The Dell product line will be awarded as a group to one vendor representing the entire product offering.