



# RFP# EPSD.TECH.2018.0008

## GoGuardian Licensing

## 1 RFP Overview

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### 1.1 Company Description

East Providence School District (EPSD) is a K-12 public-school district supporting the City of East Providence, Rhode Island. The district maintains thirteen facilities including multiple K-5, middle and high school campuses.

### 1.2 Purpose of the RFP

EPSD is seeking competitive proposals for technology software currently in use by EPSD for protection of and blended learning with classroom Chromebooks.

### 1.3 Proposal Effective Period

Vendors should state in writing that all furnished information, including prices, will remain valid for 30 days from the date bid opening date (see RFP schedule below) by East Providence School District.

## 2 Vendor Instructions

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### 2.1 RFP Schedule

This schedule outlines the major activities that will occur in this bid process and the due dates. Any changes in deadlines will be communicated to all Vendors in writing. We reserve the right to disqualify any Vendor who does not comply with these deadlines.

Activity	Date/Time
RFP Released	November 5th, 2018
Deadline for Questions	November 9th, 2018
Proposal Submission Deadline/Bid opening	November 15th, 2018- 3pm (local time)

### 2.2 Vendor Questions and RFP Addenda

2.2.1 Questions regarding the must be submitted in writing by e-mail to **E-Bids@epschoolsri.com** according to the RFP schedule provided in Section 2.1.

2.2.2 East Providence School District will issue answers to all Vendor questions, as noted in that schedule. In the event that modifications or additions to the RFP become necessary, amendments and addenda will be posted to the EPSD purchasing and procurement site. It is

the responsibility of potential vendors to review site regularly and adhere to any amendments or addendum to the RFP.

## 2.3 Proposal Format and Submission Requirements

### 2.3.1 Proposals are to include only the following components:

#### 2.3.1.1 Section 1: Vendor Overview

2.3.1.1.1 Brief overview of company's capabilities

2.3.1.1.2 Company's line card is acceptable

2.3.1.1.3 Maximum 2 pages, double sided

#### 2.3.1.2 Section 2: Pricing.

2.3.1.2.1 Proposers sales quote(s) with itemized details

2.3.1.2.2 If volume purchasing discounts are available, please note separately from individual item pricing

2.3.1.2.3 All items on quotations must be available to purchase a la-carte

### 2.3.2 Sealed Bid Requirements:

Mail or deliver sealed bid proposals to the following address by the date and time identified in the schedule in Section 2.1. The EPSD finance department will receive all bids and include a timestamped form to record arrival date/time.

Attn: EPSD Finance dept.  
RFP# EPSD.TECH.2018.0008  
145 Taunton Ave.  
East Providence, RI 02914

### 2.3.3 Bid Evaluation

2.3.3.1 The district contemplates award to the lowest priced vendor proposal. Proposals not deemed technically acceptable may be eliminated from consideration.

2.3.3.2 The East Providence School District may choose to seek clarifications from vendors with regard to their proposals. All responses will be provided in writing, and incomplete or unclear responses may result in a proposal being deemed technically unacceptable. However, the East Providence School District reserves the right to make a selection without requesting clarification. Additionally, the East Providence School District may not necessarily seek clarifications from all vendors submitting proposals.

2.3.3.3 Any contract awarded under this RFP is subject to funding, and approval by the East Providence School Committee. The East Providence School District reserves the right to make no awards under this RFP.

### 3 Requirements

#### 3.1 Build of Materials

3.1.1 Please include pricing for the following items.

Requested Licenses for Sealed RFQ		
Part Number	Description	Quantity
GG-ADM1Y-003500	GoGuardian for Administrators - 12 Month Subscription License	5000
GG-TCR1Y-003500	GoGuardian for Teachers - 12 Month Subscription License	5000
GG-FLT1Y-003500	GoGuardian Fleet - 12 Month Subscription	5000
GG-BAT1Y-003500	GoGuardian Admin Teacher Bundler - 12 Month Subscription License	5000
GG-ATF1Y-003500	GoGuardian Admin Teacher Fleet Bundle - 12 Month Subscription	5000
GG-BCN1Y-003500	GoGuardian Beacon - 12 Month Subscription	5000
<ul style="list-style-type: none"> <li>- Please provide itemized proposals. All items may be purchased a la-carte.</li> <li>- Part number substitutions only acceptable if all features and functionality are equivalent to requested line items</li> <li>- Multi-year contract discounts may be added as a separate quote/proposal. Must be payable in annual installments.</li> </ul>		