

**TORCHLIGHT ACADEMY**  
**3211 Bramer Drive, Raleigh, NC 27604**

**2019-2020**

**REQUEST FOR BIDS/PROPOSALS**

**Funding Year: E-RATE Bid Information  
Form 470 Application#**

**Bid Opening: February 13, 2019  
Bid Closing: March 14, 2019**

**Introduction**

Torchlight Academy is seeking to support a grade K-8 charter school technology infrastructure which includes supporting about 650 Students including 100 student computers, 30 Staff computers, Classroom Smart Boards, a high tech security and camera system, and mobile devices.

Bids are hereby requested for the following:

**Category One: Digital transmission services and Internet access services**

- Internet access 100 mbps (and related eligible services)
- Telephone services-local and long distance (main lines, fax, security connections, and classroom lines-25)
- Other eligible services related to the schools technology infrastructure
- Eligible phone service

**Category Two: Broadband Internal Connections Components**

- Maintenance of internal connections

**Bid/Quote Details:**

- Provide separate bids for E-Rate qualified and non-E-Rate qualified projects or components
- Quote must include installation and testing of equipment
- Provide warranty information
- Provide information on expandability and management capabilities
- Provide reliability information to assist in evaluation of long term performance of equipment
- \* Provide manufacturer model name and number of each device
- Provide separate line item detail for installation and maintenance
- Provide school equipment, installation, and maintenance itemized separately
- Multiple year maintenance contracts will be considered (Please itemize all maintenance contracts beyond one year for E-Rate purposes)

**Bid Submission:**

All bids are submitted to: [torchlight.director@gmail.com](mailto:torchlight.director@gmail.com)

**Bid evaluation:**

The winning bid(s) will be the most cost effective bid based on a number of weighted factors. Price will be the primary factor, but other factors such as equipment reliability, expandability,

Price will be the primary factor, but other factors such as equipment reliability, expandability, prior experience, and equipment management capabilities will be considered. Please address these factors in your bid proposal.

Project Bids will be evaluated on the following factors: <b>Factor</b>		<b>Factor Description</b>	<b>Maximum Points</b>
A	Cost	Cost of E-rate eligible service	30
B	Plan	How well the proposed project plan matches need	25
C	Experience	Prior experience providing similar service	15
D	Stability	Stability and capability of business	10
E	E-Rate	Prior experience with delivering services or products in accordance with the rules of the E-rate discount program	10
F	Schedule	Ability to meet installation schedule	10
Total			100

We reserved the right to reject all bids.