

# **FY2024 E-RATE REQUEST FOR PROPOSALS: BASIC MAINTENANCE CONTRACTS 2024**



**Solution Timeframe:** Seeking 1-, 3-, or 5-year contracts starting July 1, 2024. See details below.

**Publication Date:** Monday, February 26, 2024

**Intent to Bid Due:** Wednesday, March 6, 2024, no later than 6:00 PM to [TechBids@kipponyc.org](mailto:TechBids@kipponyc.org). KIPP NYC will only distribute serial numbers to legitimate firms that meet all bid requirements. Details below.

**Bids Due:** Monday, March 25, 2024, no later than 6:00 PM to [TechBids@kipponyc.org](mailto:TechBids@kipponyc.org).

**Required Bid Format:** Submit Final Bid Package in PDF. Additionally include all pricing in an Excel spreadsheet. Include all cost details (list vs. discounted, etc.). All responses documents must arrive via email to [TechBids@kipponyc.org](mailto:TechBids@kipponyc.org).

**About Us:** *In school year 2024-25, KIPP NYC Schools will include 18 schools in The Bronx, Brooklyn, and Manhattan and one central administrative Shared Services Team office with offices in midtown Manhattan. All KIPP NYC schools are public charter schools with New York Charter authorizers. More information can be found here: [www.kipponyc.org](http://www.kipponyc.org).*

## **OPPORTUNITY DESCRIPTION/REQUIREMENTS/NOTES**

KIPP NYC Schools is seeking bids for Basic Maintenance of Internal Connections coverage for 1, 3, or 5 years in duration. Multi-year contracts must allow for annual payment. If KIPP NYC selects a 1-year contract, there may be the option for annual renewals up to 5 years, within the requirements of the E-Rate Program. We are seeking to acquire the services of a qualified vendor who can manage the Cisco Basic Maintenance contracts and provide ongoing support that will meet our functionality, scalability, reliability, and manageability requirements.

### **Current Environment**

- Most equipment if not all is currently covered with Cisco SMARTNet or the equivalent.
- If current existing coverage terminates within the proposed Solution Timeframe, provide co-terminus coverage to June 30 for the relevant contract year/duration of the bid.
- E-Rate years run July 1 to June 30.

### **Primary Goal**

Cover all Cisco equipment included in this package with 24x7x4 Cisco SMARTNet or equivalent, to ensure that KIPP NYC may access TAC and hardware replacement as needed. KIPP NYC will consider contracts that are 1-, 3-, or 5-years' duration. Multi-year contracts must allow for annual payment. If KIPP NYC selects a 1-year contract, there may be the option for annual renewals up to 5 years, within the requirements of the E-Rate Program.

### **Requirements**

1. Email Intent-to-Bid to [TechBids@kipponyc.org](mailto:TechBids@kipponyc.org) no later than **Wednesday, March 6, 2024**, at 6 PM.

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- a. Include in the Intent-to-Bid a copy of the company’s current W9, company prospectus or similar documentation, evidence of the Cisco partnership status and Cisco partnership level of the company, 1-3 customer references for SMARTNet/Cisco maintenance, and any other relevant information that will support KIPP NYC in evaluating the legitimacy of your firm for this bid opportunity.
- b. If Intent-to-Bid documentation exceeds 25 MB, send to [TechBids@kipponyc.org](mailto:TechBids@kipponyc.org) a secure link through which KIPP NYC may download the documentation.
- 2. All legitimate bidders meeting the ‘intent to bid’ deadline and requirements listed will be provided with detailed information with serial numbers of equipment. Spam requests or vendors that do not submit required documentation listed in item #1 will not receive a reply.
- 3. Final bids must be received no later than **Monday, March 25, 2024, no later than 6:00 PM.**
  - a. **Required Bid Format:** Submit Final Bid Package in PDF. Additionally include all pricing in an Excel spreadsheet. Include all cost details (list vs. discounted, etc.). All responses documents must arrive via email to [TechBids@kipponyc.org](mailto:TechBids@kipponyc.org).
  - b. **If the final documentation for the bid exceeds 25 MB, send to [TechBids@kipponyc.org](mailto:TechBids@kipponyc.org) a secure link through which KIPP NYC may download the final bid package.**

Item Part Number	Total Quantity Requiring Coverage
C93000-48U0A	4
C9300-24U-E	2
C9300-24UX-E	5
C9300-48U-E	20
C9300-48UXM-A	2
C9300-48UXM-E	4
C9300-48UXM-E	32
C9300-48UXM-EDU	3
C9407R	2
C9407R-96U-BNDL-A	2
C9500-24Y4C-EDU	1
FPR2110-ASA-K9	13
WS-C3850-12X48U-S	5
Grand Total	95

**NOTE: To be considered for this opportunity, your firm must submit your Intent-to-Bid with required documentation included by Wednesday, March 6, 2024, at 6:00 PM to [TechBids@kipponyc.org](mailto:TechBids@kipponyc.org).**