

SEALED BIDS

1.0 OVERVIEW AND GENERAL INFORMATION

Overview

The City of Dalton requests sealed bids from qualified vendors/manufacturers to furnish 3 Servers and a data storage solution along with its respective accessories. The servers and storage will be used to replace a current server and storage solution for the City of Dalton. This Request for sealed bids is for **hardware and maintenance support warranty only** as the servers and storage will be installed by the City's Information Technology Department.

For purposes of this sealed bid, the City of Dalton will hereby be referred to as "City" and the private firm will hereby be referred to as "Vendor".

The City reserves the right to lower the required specs of servers or storage based on available funding. The sealed bid will request unit pricing for server and per storage based on various quantity increments to provide the City with flexibility to order product from the selected vendor based on ongoing available funding.

During the evaluation process, the City reserves the right where it may serve the City's best interest to request additional information or clarification from bidders, or to allow corrections of errors or omissions. At the discretion of the City, vendors submitting bids may be required to participate in an interview with the Owner's representatives.

A purchase order agreement will be required with the selected vendor.

Sealed bid Schedule

Date and Time	Event
Monday, June 14, 2021 @ 10:00AM	Questions Deadline
Wednesday, June 16, 2021 @ 2:00PM	Sealed bids Due

Submission Information

The responsibility for submitting a response to this sealed bid on or before the stated date and time will be solely and strictly the responsibility of the bidder.

Sealed bids will be received by the City of Dalton at the **City of Dalton Finance Department 300 W. Waugh Street, Dalton, Georgia 30720 until Wednesday, June 16, 2021 at 2:00PM ETA.** The envelope containing the bid must be **sealed** and designated as the proposal for the project entitled:

*SEALED BID FOR:
SERVERS AND STORAGE REFRESH PROJECT
CITY OF DALTON, GEORGIA
INFORMATION TECHNOLOGY DEPARTMENT*

No sealed bids may be withdrawn within sixty (60) days after the bid opening and shall remain firm through this period. Bids must be signed by a company officer who is legally authorized to enter into a contractual relationship in the name of the Vendor. The City of Dalton reserves the right to waive any informality and to reject any and all bids.

No sealed bids will be received or accepted after 2:00 PM ET June 16, 2021. Bids submitted after the designated date and time will be deemed invalid and returned unopened to the bidder. The City of Dalton is not responsible for lost or misdirected mail.

Questions and Addenda

All questions regarding this sealed bid shall be submitted in writing via email by the **questions deadline of 10:00 AM ET June 14, 2021.** Questions must be directed to:

Jorge Paez, Information Technology Director
City of Dalton Information Technology Department
Email: jpaez@daltonga.gov

The City of Dalton will issue responses to questions and any other corrections or amendments it deems necessary in written addenda issued prior to the sealed bid due date. bidders are advised to check the website for addenda before submitting a bid.

2.0 Submittal Requirements/Format

Format: The Parties interested in acquiring this purchase order with The City of Dalton for 3 servers and a storage solution with its respective accessories shall submit an original written bid package to meet the requirements below:

- A. The sealed bid shall identify the 3 servers by brand, model, and specs of the servers to satisfy the minimum specification table in the required submittals section
- B. The sealed bid shall set forth a unit price (including shipping) to supply the City of Dalton IT department with 3 servers and 1 storage with its accessories delivered to 300 West Waugh St Dalton, GA 30720 on the price sheet in the required submittals section
- C. The vendor shall provide additional technical specifications beyond those addressed in the minimum specification table as deemed important by the vendor as well addressing the state of the hardware
- D. The sealed bid shall specifically identify the availability and lead time associated with this project on the price sheet in the required submittals section
- E. The sealed bid shall provide manufacturer warranty information (and manuals) related to the servers and storage
- F. The sealed bid shall include the type of support warranty for hardware replacements
- G. Background information on your company
- H. Completion of City vendor packet for “goods only” supplier:
(go to <https://www.daltonga.gov/finance/page/vendor-packets>, click on Departments, click on Finance, click on Purchasing and vendor information, click on Vendor Packets - Goods)

3.0 Minimum Criteria Used to Determine Responsibility and Responsiveness of bidders



Sealed bids shall be reviewed and evaluated based on their relative responsiveness to the criteria described in section 2.0 and with the weighted scoring system outlined below. The following evaluation criteria sum to 100 points and will be evaluated by the Information Technology Department staff. The vendor's proposal which scores the highest shall be awarded the purchase order.

- A. Cost of servers and storage – 15 Points
- B. Length of time required by vendor to deliver the hardware after issuance of purchase order – 15 points
- C. Performance specifications of servers– 20 points
- D. Storage specifications – 20 points
- E. Adequate ports and accessories included – 15 points
- F. Quality of warranty and support program (e.g. length of warranty for parts, hassle-free return process, etc.) – 15 points

4.0 Method of Selection

The City of Dalton is using the Competitive Sealed bid method of source selection for this procurement. An award, if made, will be made to the responsible provider whose bid is most advantageous to the City, and most responsible and responsive as required by law, taking into consideration the factors set forth in this sealed bid. Providers submitting bids may be afforded an opportunity for discussion, negotiation and revision of bids as authorized by O.C.G.A § 36-91-21. Discussions, negotiations and revisions may be permitted after submission of bids and prior to an award for the purpose of obtaining the best and final offers. However, during the process of discussion, negotiation and revision, the government entity shall not disclose the contents of sealed bids to competing providers. All sealed bids shall be valid for a period of sixty (60) days from the submission date.

5.0 Minimum Specification of Needed Hardware

The City of Dalton will reserve the right to determine what the minimum specification will be for the hardware. For the Servers and Storage Refresh Project, the City of Dalton will require the following specification to be a base standard.

Server specifications:

- Global business class name brand server 1U rackmount
- New or Refurbished
- Processor chip of Xeon 8-Core preferred
- RAM 1 TB
- 8-bay 2.5" HDD Chassis
- No Drives required.
- Redundant power supplies
- 1 DVD-ROM tray
- Quad Gigabit Ethernet NIC 10G capable for SFP
- 3-year warranty parts
- Technical support 24hr

Storage specifications:

- Global business class name brand SAS and NAS capable box
- New or refurbished
- 24 bay 2.5" HDD Chassis
- 46TB of raw storage SSD
- Redundant quad-port 12Gb/s SAS controllers
- 3-year warranty parts
- Technical support 24hr

Accessories recommended to include if not included with servers and storage:

- Rail Kit for both
- Cable management for both
- Spare RAM stick
- Spare 32GB SD Card
- Spare Power supply one for each
- 2 - Spare SSD drives
- 12GB 2- Ports external HBA
- Mini-SAS cables

Required Submittals

Exhibit A – Minimum Specifications Table

Exhibit B – Vendor’s Price Sheet