



# MAGNOLIA PUBLIC SCHOOLS

13950 Milton Ave. 200B Westminster, CA 92683

P: (714) 892-5066 F: (714) 362-9588

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## REQUEST FOR PROPOSALS FOR LAPTOPS

**(Due Date – July 1<sup>st</sup>, 2015)**

### PURPOSE

The Magnolia Public Schools is accepting proposals for Laptops, Microsoft Office software and storing/ charging cart for the Magnolia Science Academy 1:1 initiative.

### GENERAL TERMS AND CONDITIONS FOR RFP PROPOSAL GUIDELINES

1. Each item request and guideline in the RFP must be known and properly addressed in the proposal.
2. All equipment in proposal must conform to specifications provided in the RFP.
3. The Vendor must provide terms of warranty on all products
4. The Vendor shall provide a clear breakdown of equipment costs.
5. The Vendor must provide an estimated timeline for product delivery.
6. Proposal must be valid for 60days.

**All questions regarding the RFP should be addressed in writing to Rasul Monoshev, IT Infrastructure Manager, [rmonoshev@magnoliapublicschools.org](mailto:rmonoshev@magnoliapublicschools.org).**

### PROPOSAL SUBMISSION

Proposals are to be submitted no later than 5:00 PM PST, Wednesday, 07/01/2015 with options below:

- Email price quote to [msa8rfps@magnoliapublicschools.org](mailto:msa8rfps@magnoliapublicschools.org)
- Mail to: Rasul Monoshev, Laptop RFP

Magnolia Public Schools, 13950 Milton Ave STE200B, Westminster, CA 92683

### ACCEPTANCE/REJECTION OF PROPOSAL SUBMISSIONS

The Magnolia Public Schools reserves the right to accept or reject any and all proposals or any portion of any and all proposals at their discretion. While price is an important consideration, it will not be the sole determining factor in the selection of a Vendor. Payments will not be made nor orders submitted until after the Magnolia Public Schools Board of Directors has accepted a proposal and awarded it as the winning proposal submission. A contract will exist between the Magnolia Public Schools and the Vendor upon selection of the winning proposer.



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## COMPENSATION

Payment terms will be NET 45. Complete payment will not be issued until after both the Vendor and Magnolia Public Schools agree that the project is complete and meets all requirements.

## RFP Revisions

The Magnolia Public Schools reserves the right to modify or issue amendments to the RFP at any time. The Magnolia Public Schools also reserves the right to cancel or reissue the RFP at any time. Notices will be posted to <http://magnoliapublicschools.org>. It is the sole responsibility of the proposer to monitor the url for posting of such information.

## EQUIPMENT & LICENSING SPECIFICATIONS

- **Item 1:**  
**Quantity:** 250  
**Description/Model:**  
**Brand:** Dell **Model Name:** Latitude 13 Education Series (3340) **Operating System:** Windows 7 Pro **CPU:** i3 **Memory Ram:** 4 GB, **Hard Drive Type:** HDD, **Size:** 500 GB, **Screen Size:** 13.3"
- **Item 2:**  
**Quantity:**40  
**Description/Model:** Microsoft Office for home and business 2013
- **Item 3:**  
**Quantity:** 9  
**Description/Model:** Bretford Pulse 30L

## Delivery/Shipping

**NOTE:** No dock at this location.

### Ship to Address:

Magnolia Science Academy-8  
6411 Orchard Avenue Bell, CA 90201