



Request for Proposal (RFP)

For

Network Cabling Project

Proposals Due December 15, 2022 at 4:00PM

Submit Proposals to: Eddie Armor
Director of Technology
232 West 9th Street
Chester, PA 19013
267-337-3123
Email: earmor@chesteruplandsd.org

1 Introduction

1.1 Intention Statement

The reason for the Request for Proposal (RFP) is to engage a qualified cable vendor to prepare a quote for the Chester Upland School District (CUSD) which encompasses a complete Category 6 turnkey cable solution. This would include (but not limited to) the initial site visits to equipment allocation and a fully executed installation plan with completed no fault cable testing.

2 General Statement

2.1 Objectives and Goals

The overall goal of this RFP is to create an enhanced network infrastructure District wide which significantly improves the overall efficiency of the data transmission of the devices in which it supports.

- a) An objective of this Request for Proposal (RFP) is to contract with a single vendor to provide network cabling installation for five (5) of Chester Upland School District buildings.
- b) An objective is to meet network data and voice cabling needs in the most cost effective and efficient manner. The quantities described in this RFP are estimates only. CUSD shall not be obligated to purchase any particular quantity of services detailed herein.
- c) An objective is to obtain fixed unit pricing to add capacity to the end to end network cabling system to support the CUSD buildings. If the RFP response does not outline pricing on a “firm-fixed-price” basis, it may be eliminated from further consideration.
- d) In order to ensure that the required services are provided with the highest possible quality and professional services, CUSD is interested in establishing a contract with a vendor experienced and qualified in such contracts and that will provide the quality of services, products and equipment requested in a professional and timely manner.

3 Scope of Work for the Network Cabling Project

This project includes the installation of approximately 3,000 Category 6 data/voice cables throughout the Six (5) CUSD buildings that meets or exceeds current industry standards.

3.1 Cable: Data distribution shall be Certified Category 6 Data cable or the equivalent. All data distribution cables shall meet or exceed the Category 6 specifications of TIW-568-C.2. All cable installed in an air plenum environment must be plenum rated and have low smoke properties in accordance with Article 800-3(d) of the National Electric Codes. Vendor shall ensure that plenum-type cable is installed where required. The contractor must be a certified installer of the manufacturer they are representing; they must also warrant the installation for at least 20 years or more. A statement of warranty must be included in your bid proposal. All cables must also be field tested and certified for use.

3.2 Wall Installation: Single drop locations should be finished through the walls to replace the existing cable CAT5/E. *Current CAT5/E cabling in the wall only will be removed and discarded by the vendor.*

3.3 Raceway Installation: Drops unable to be fished should receive raceway (Non-metallic raceways inside of offices and metallic raceways in heavy traffic areas, i.e. reception areas) that will route from above the drop ceiling to the outlet locations. In the reception areas, please allow for 15 feet of raceway. All necessary covers, end caps and fittings will need to be provided for a complete surface mount raceway. All colors of raceway must be coordinated with the Project Manager.

3.4 Cable Installation Specifics: All cable where applicable must be run inside the wall or with surface mount raceway. Cables need to be properly dressed and secured. All cables and faceplates must be labeled with a machine-generated label per industry standards. Cabling system within MDFs and IDFs should include CAT6: Patch panels, modular jacks, patch cords, cables, and couplers to replace the current CAT5/E solution. Racks are currently installed in some locations. Installation includes all terminating required.

- a) All cables shall be independently supported throughout the entire project as recommended in ANSI/TIA/EIA 568B, 569B and in the BICSI TDMM 13th Edition or most current versions.
- b) All cables shall be protected from harm while passing through spaces that are not properly shielded or protected.
- c) The contractor shall route in-groups or similar types (i.e., each data distribution cable shall be grouped with its kind).
- d) Cables shall be installed in accordance with ANSI/TIA/EIA 568C.1 and TIA-569-C standards.
- e) Cables shall be routed point-to-point (home run). Cables shall not be spliced.
- f) All data cables run must have a ten (10) foot service loop on the MDF end of the cable and a three (3) foot service loop at the jack end.
- g) All cabling installed in the ceiling must be hung at least 8-inches above the finished ceiling. All cable must be routed to avoid fluorescent light fixtures or electric motors.
- h) The outside sheath of any cable shall not be damaged.
- i) The contractor shall terminate cables properly on both ends.
- j) The contractor shall provide proper temporary protection for cables after pulling is complete but before final dressing and termination is complete.
- k) Cable shall not be left lying on the floor. Cable shall be bundled and tie wrapped above the floor reach for termination.
- l) The contractor shall use Velcro-styled straps to tie-wrap all cables. Tie-wrap shall occur on two (2) foot intervals when supported by ladder rack or any exposed cable (i.e., when running from ladder rack down to the equipment racks).
- m) Traditional cable ties shall be used where required to properly support cables and to protect them from harm or other environmental elements (i.e., to be used in ceilings to keep cables off of the lighting fixtures or ceiling grids).
- n) During installation, the contractor shall comply with the manufacturer's recommendation for pulling tensions.
- o) The contractor shall comply with the manufacturer's recommendation for the short and long-term minimum bend radius.
- p) Installation includes J-Hooks as required.

3.5 Workstation Termination: All cable connecting hardware and terminations shall meet the following standards:

- a) TIA/EIA 568-C.2, 568-C.3 and all current TSB, addenda and revisions at the time of installation.
- b) Industry standards and methods.
- c) The contractor shall:
 - i. Install all connecting hardware per manufacturer's instructions and recommendations.
 - ii. Field terminate all cables unless otherwise noted.
 - iii. Terminate cables in proper order and sequence.
 - iv. Utilize proper tools when performing terminations.
 - v. Leave no more than a 0.25 inch of untwisted cable at the terminated ends.

3.6 Information Outlets: All 8-pin IDC modules shall be CAT6 and wired according to TIA 568B wiring code. Any modular furniture faceplates must be test-fitted with the furniture prior to fulfilling the project's required quantities and provide the proper faceplate for the location.

3.7 Typical Configuration: The typical information outlet, wall or furniture mounted, shall contain four (4) modular keyed/non-keyed RJ-45 type jack unless specified as other. All jacks will provide a universal DATA functionality and shall be terminated sequentially on the patch panel. All colors for outlets and faceplates must be coordinated with the Project Manager.

3.8 Modular Furniture Outlets: All modular furniture outlets must be coordinated with other trades to ensure properly sized "in-feeds" and pathway capacity. All cables exiting a wall cavity or floor sleeve must be protected until the cables enter the furniture system. Any costs for scheduling offsets or "come-backs" for dressing the furniture must be included in base bid price.

3.9 Cable Run per Workstation: Each typical workstation (information outlet) shall receive four (4) separate 4-pair UTP cables. Each cable shall have all four (4) terminated on one (1) jack module. Splitting of cables onto multiple jacks is not acceptable. Any requirements to split or serve multiple devices from a single cable shall be accomplished via external splitters.

3.10 Workstation Cable Run Length: The maximum run of cable from any workstation to an IDF closet, or to the MDF shall not exceed 290 linear feet with an allowance for patch cords. The overall length of the circuit (including patch cords) from desktop device to LAN equipment shall not exceed 110 meters.

3.11 IDF Termination Details:

- a) All data station cables shall terminate sequentially on termination panels where they will be patched with RJ-45 patch cables of appropriate length to the network switch.
- b) All data station cables shall be terminated onto rack-mounted patch panels. Patch panels shall be flat or angled modular patch panels.

3.12 Switch Station Panels: 24 or 48 port Category 6 rack-mounted modular patch panels, or equivalent, that accept modules for UTP. Patch panels shall be wired according to TIA 568B. All patch panels shall provide space for a label for each port in the front. Installation Guidelines:

- a) Provide and install modular patch panels onto racks in the IDFs for terminating the data distribution cables and tie cables.
- b) Provide and install machine-printed label strips on the front and for each port of the patch panels.
- c) Terminate the distribution cables in proper outlet labeling order.
- d) Terminate individual cable pairs utilizing proper tools.
- e) Provide and install horizontal and vertical wire management panes, if not currently installed. There shall also be a wire management panel between each 2 rack units of flat modular patch panel.

3.13 Station Patch Panel Configuration:

- a) The contractor shall install the data station cables such that the data ports appear from left to right on the station patch panel with “Data 1” appearing next to “Data 2” and so on across the entire row before moving down to the next row.
- b) Each patch panel port shall have a typed, non-smearing label using a self-adhesive sticker indicating the port number in accordance with the Cable Identification and Labeling section.
- c) All labels shall be machine generated. Hand-written labels will not be accepted.

3.14 Patch Cables: The contractor shall provide all patch cables required for completing Ethernet connections between the equipment patch panels and station patch panels. Provide two (2) patch cord of the appropriate size for each data cable installed. These patch cables shall be double ended RJ-45 TIA Category 6 cables. Cables shall be of the same manufacturer of the structured cabling solution and shall be part of the channel warranty.

3.15 Category 6 Cable System Test:

- a) Each data outlet and cable shall be tested and certified for permanent link compliance with TIA Category 6.
- b) Each pair shall be tested end-to-end (from the outlet port through the port at Category 6 data patch panels). Two (2) ten (10) foot patch cables shall be used at the test unit end so that the outlet, outlet termination, cable and termination block can be observed in the test.
- c) End-to-end attenuation loss and near-end crosstalk shall be tested from 0.772 to 250 MHz and shall meet or exceed Category 6 TIA 568-C requirements.
- d) All tested cables shall pass all performed tests.
- e) End-to-end attenuation loss and NEXT shall meet or exceed Category 6, TIA 568-C requirements.

Test Results: the test results for all UTP cables shall include:

1. Overall cable length.
2. System continuity.
3. Proper connectivity.
4. Open pairs.
5. Short circuits.
6. Reversed pairs.
7. EMI noise induction.

8. Damaged cable.
9. Stretched, kinked or crimped cable.
10. Attenuation load in dB.
11. NEXT in dB.

3.16 Successful Test / Certification:

- a) The contractor shall download the results and measurements obtained from the cable point testing to a computer program. The contractor shall tabulate individual test results in chart and graph forms. The test result(s) shall be submitted to the owner and engineer for evaluation and approval.
- b) The contractor shall comply and implement all comments from the owner or the engineer without any additional cost to the owner. Upon receipt of approval, the contractor shall certify the cable and issue a warranty for a minimum of twenty (20) years.
- c) If a problem or fail test occurs, the contractor shall evaluate and remedy the problem without any additional cost to the owner.
- d) After a problem has been remedied, the contractor shall retest the circuit and resubmit the test result to the owner and engineer for analysis. The contractor is to continue this process until required results are achieved.
- e) The contractor is responsible for correcting and resolving any issues raised by the owner or its representative with respect to workmanship or deviation from standards stated herein.

3.17 Documentation: Documentation is to be submitted for approval. The above tests results shall be furnished in writing to CUSD prior to acceptance. The contractor will provide all documents easily understood for each system as follows:

- a) Inside Wiring Cable Records (two (2) copies) showing station IDs and Cable Routes. Station cables shall be marked red. Riser cable shall be marked green. Inter-closet cable/tie cable (if applicable) shall be marked blue.
- b) Cross-Connect Reference Indexes for Cable, IDF and MDF I.D. (two (2) copies).

FORM OF PROPOSAL

Network Cabling Project

TO: Eddie Armor, Director of Technology FROM: _____

Chester Upland School District _____

232 W. 9th Street _____

Chester, PA 19013 _____

Phone: _____

The undersigned hereby propose to create an enhanced network infrastructure District wide. The Proposer declares that the only person, persons, company or parties interested in this proposal, as principals, are named herein; that the Specifications have carefully been examined along with other documents in this bid package and that the proposer agrees that if the Proposal is accepted, the Proposer will contract with the Chester Upland School District, to furnish the above-mentioned services for the total sum as follows:

SERVICES

Description	Qty.	Unit Price	Total Price
Cable Terminated, Tested and Labeled	All cabling	included	included
All South Hall Classrooms with go to the IDF	All cabling	included	included
All other cables will go to The MDF	All cabling	included	included
Lift Rental if required is not included in this quote.			

HARDWARE (Stetser)

Description	Qty.	Unit Price	Total Price
Cat6 Cables	140		
48 Port Cat6 Patch Panels	3		
48 Port Patch panels in the MDF	2		
48 Port Patch panels in the IDF	1		
Cat6 Jacks	140		
surface mount boxes for Access Points	18		
4 Port Face Plates	29		
Raceway Sections	29		

HARDWARE (Chester High School)

Description	Qty.	Unit Price	Total Price
Building Totals			
Cat6 Jacks	1260		
surface mount boxes for Access Points	180		

4 Port Face Plates	250		
Wire Mold Sections	420		
Each Classroom will have a Four Port Drop by teacher's desk and an 2 port surface mount boxes for Access Point in middle of classroom.			
First Floor			
Floor mount cabinet in RM B113	1		
wall mount cabinets in RM C128 and RM C103	1		
Cat6 Cables	300		
48 Port Cat6 Patch Panels	7		
48 Port Patch panels in the IDF B113	3		
48 Port Patch panels in the IDF C128	2		
48 Port Patch panels in the IDF C128	2		
Second Floor			
wall mount cabinet in RM A211, C21, Unit B storage RM and RM E201	1		
Cat6 Cables	300		
48 Port Cat6 Patch Panels	7		
48 Port Patch panels in the IDF A211	2		
48 Port Patch panels in the IDF C211	2		
48 Port Patch panels in the IDF E201	2		
48 Port Patch panel in the IDF Unit B Security Storage RM	1		
Third Floor:			
wall mount cabinet in RM D204 and the mechanical area above Auditorium	1		
Cat6 Cables	240		
48 Port Cat6 Patch Panels	5		
48 Port Patch panels in the MDF in Network/Tech Suite	2		
48 Port Patch panels in the IDF D204	2		
48 Port Patch panel in the IDF in the mechanical area above Auditorium	1		

Fourth Floor:			
wall mount cabinet in RM A422 and C445	1		
Cat6 Cables	240		
48 Port Cat6 Patch Panels	5		
48 Port Patch panels in the IDF A422	3		
48 Port Patch panels in the IDF C445	2		
Fifth Floor:			
wall mount cabinet in RM C511	1		
Cat6 Cables	180		
48 Port Cat6 Patch Panels	4		
48 Port Patch panels in the existing IDF in Mechanical RM B502	2		
48 Port Patch panel sin the IDF C511	2		
		Reg Rate	
		Prev Wage Rate	

HARDWARE (Toby Farms)

Description	Qty.	Unit Price	Total Price
Cat6 Cables	264		
48 Port Cat6 Patch Panels	6		
48 Port Patch panels in the MDF	3		
48 Port Patch panels in the IDF	3		
Cat6 Jacks	264		
surface mount boxes for Access Points	44		
4 Port Face Plates	44		
Wire Mold Sections	44		
All Cables in C-wing and D-Wing will run to the C-wing IDF			
All other cables will go to the MDF in Library.			
No new racks needed at this location.			
		Reg Rate	
		Prev Rage Rate	

HARDWARE (Main Street)

Description	Qty.	Unit Price	Total Price
Cat6 Cables	180		
48 Port Cat6 Patch Panels	4		
48 Port Patch panels in the MDF	2		

48 Port Patch panels in the IDF	2		
Cat6 Jacks	160		
surface mount boxes for Access Points	24		
4 Port Face Plates	26		
Wire Mold Sections	26		
The Multi-purpose room and all classroom beyond that with go to the IDF, All other cables will go to The MDF.			
No new racks needed at this location.			
		Reg Rate	
		Prev Wage Rate	

HARDWARE (Chester Upland School of the Arts)

Description	Qty.	Unit Price	Total Price
Cat6 Cables	40		
24 Port Cat6 Patch Panels	3		
24 Port Patch panels in the MDF	1		
24 Port Patch panels in the 2nd Floor IDF	1		
24 Port Patch panels in the 3rd Floor IDF	1		
Cat6 Jacks	40		
surface mount boxes for Access Points	40		
Each Cable will run to the MDF/IDF on that respective floor with the exception of the basement which will run to the first floor MDF			
No new racks needed at this location.			
		Reg Rate	
		Prev Wage Rate	

In submitting this Proposal, the Proposer understands that the right is reserved by the CUSD to reject any and all proposals. No proposal may be revoked or rescinded within forty-five (45) days from the date the Proposals are opened. If written notice of the acceptance of this Proposal is mailed or delivered to the undersigned within this forty-five (45) day period or at any time thereafter before the Proposal is withdrawn, the undersigned agrees to execute and deliver an Agreement in the prescribed form within ten (10) days after the Agreement is presented for signature.

The full name and residence of all persons and parties interested in the foregoing bid, as principals, are as follows:

NAME

ADDRESS

SIGNATURE OF BIDDER: _____
Please Print or Type Name Beneath the Signature

Name: _____

Title: _____

Date: _____

NOTE: Give the first and last name in full and in case of corporations, give the name of President or Vice-President, Secretary and Manager.

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-Rigging Act, 73 P.S. Sec. 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “complementary bid” as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.
7. Attached hereto is an affidavit in proof that the undersigned has not colluded with any person with respect to this Proposal or any other Proposal submitted in connection with the purchase of equipment described.

NON-COLLUSION AFFIDAVIT OF BIDDER

State of _____

County of _____

_____, being first duly sworn, deposes and says that:

1. Proposer is _____
(Owner, Partner, Officer, Representative or Agent)

of _____, the Proposer that submitted the attached bid:

2. Is fully informed respecting the presentation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Such proposal is genuine and is not a collusive or sham proposal;
4. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant has in any way colluded, conspired, connived or agreed, directly or indirectly with any other proposer, firm or person to submit a collusive or sham proposal in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm or person to fix the price or prices in the attached proposal or any other Proposer, or to fix any overhead, profit or cost element of the proposal price or the proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Owner or any person interested in the proposed contract; and
5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees or parties in interest, including this affiant.

SIGNED: _____ TITLE: _____

Subscribed and sworn to before me this ____ day of _____, 20__.

Notary Public

My commission expires: _____

4 Communication

a) All communications regarding the RFP should be referred to the contact below:

Eddie Armor
Director of Technology
Chester Upland School District
232 W 9th Street
Chester, PA 19013

b) Submit questions via email to: earmor@chesteruplandsd.org

5 Proposal Submission Requirements

a) Request for Proposals (RFP) responses must be received on or before **Thursday, December 15, 2022 by 4:00 PM (EST), via email to: earmor@chesteruplandsd.org.**

b) To facilitate the analysis of the responses to this RFP, proposers are required to prepare their responses in accordance with the instructions outlined in this section and elsewhere in this RFP.

c) The bid proposal must bear your official letterhead, clearly identifying your company.

d) Bids must be submitted electronically, and all attachments should be in PDF format.

e) Proposals shall include a letter of transmittal signed by an authorized representative of the bidding company. All information requested should be submitted.

f) Bid proposal responses must be submitted containing the entire contents of your proposal to the email address shown above. Failure to submit all requested information may result in CUSD requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal.

g) Proposals should be prepared simply, as thorough and detailed as possible providing a straightforward, concise description of vendor's capabilities to satisfy the requirements of the RFP to enable CUSD to evaluate your capabilities to provide the requested products and services.

h) All responses are to be submitted on standard 8.5" X 11" paper in 12 pt. minimum type. Bidders shall respond to the items in the order they are shown in the RFP. Proposals should describe the most favorable terms and shall remain firm for 120 days from the bid opening date.

i) Ownership of all data, materials and documentation originated and prepared for this RFP solicitation by any proposer/vendor shall belong exclusively to CUSD.

j) The proposal shall be labeled "District Network Cabling Project 2022/23", delivered via email.

6 Selection Criteria

CUSD will conduct a fair evaluation process based on criteria listed herein and will use multiple criteria to select the most qualified vendor who represents an understanding of CUSD needs. Vendors should have significant experience in projects involving network data and voice cabling installations. The RFP will allow CUSD to review proposals and enter into negotiations with the vendor whose proposal is most advantageous to CUSD with price and other factors considered.

7 Technical Review Criteria

A few factors will influence the decision in determining whether or not a vendor is qualified. The following list summarizes the major qualitative areas that will be evaluated along with their overall weighting.

7.1 Contents and Format

Please complete all sections of the RFP. If additional material is required for one or more questions, please label attachments clearly and reference them in your response. Your response to this RFP will serve as the basis for the consideration of your proposal as the successful vendor. The format as outlined in Section 7.3 below (Corporate Information), should be followed in order to provide CUSD with a working basis on which to compare one proposal with another. Please put “**Proposal for Network Cabling Project**” in the subject line. All proposals shall include a statement indicating that the submitter is authorized to offer this proposal by his/her company and may bind the company under contract if selected.

7.2 Information Requirements

For the purposes of understanding more about your company and your ability to successfully fulfill this important CUSD requirement, please provide the information below as part of your response, clearly referencing each specific question.

7.3 Corporate Information

CUSD wants to simplify the review process and to obtain the maximum degree of comparability, the proposal responses should include the following items and be organized in the manner specified below.

1. **Letter of Transmittal** – briefly outline the company’s understanding of the work and general information regarding your company and the individuals to be involved in the project.
2. **Overview of Company** - a brief overview of your company’s involvement in providing network voice/data cabling in the IT industry.
3. **Profile of Company Proposing** –
 - a) How long has the company been in this business?
 - b) In what counties/cities/states do you maintain offices?
 - c) Location of office to manage project.
 - d) Indicate the number of employees in your company.
 - e) The credentials and qualifications of professional staff.
4. **Qualifications** – Describe recent experience with similar engagements to which the proposal relates.
 - a) Include positions of all key professional members who will be assigned to the project.
 - b) Briefly describe the company’s system of quality control to ensure the work meets a high-quality standard.
 - c) Include three (3) customer references that are similar in scope and requirements to those of CUSD.
 - d) Briefly describe your relationships and experience with manufacturers and major distribution partners in the local and national technology marketplace.
 - e) What differentiates your company from your competitors in the marketplace and how will this be relevant to us?
5. **Scope of Services and Proposed Project Schedule** – Briefly describe the company’s understanding of the scope of services to be provided.

- a) Will your company subcontract any components of the proposed cabling project to a third party? If so, please describe the components to be subcontracted and provide details of any agreement in place with the subcontracted company/individuals as well as a summary of past work that you have successfully completed together.

8 Proposal Process

Each bidder shall carefully examine the RFP including all attachments provided with respect to this RFP process. Bidders should familiarize themselves with all proposal requirements prior to submitting their proposal response.

9 Response Delivery Instructions

Please submit an electronic copy of your proposal to the email address indicated in the *Communication* section 4. All responses must be received on or before close of business (5:00 pm ET) on the *Proposals submission requirements*. Proposals received following the deadline will require approval before being considered.

10 Vendor Quote Requirements:

All quotes must meet the following general requirements for network cabling/wiring:

1. Structured quality cabling to a minimum standard of “CAT6”
2. All network points must be terminated on a patch panel.
3. All terminated network points and leads to be clearly labeled to avoid confusion.
4. All installed network points to be fully tested for compliance to CAT6 standard and to customer satisfaction.
5. A written test report including all network points to be generated and provided to CUSD as a record at the time of installation.
6. Both patch leads and drop leads are required for all networked points; minimum 4 additional drop leads are required to link CUSD equipment (network server, fax machine, multi-function, copier, printer/scanner, etc.)
7. Supplier to provide contact details of 3 reference customers where network cabling/wiring has been installed.
8. The quotation should include: all labor, cabling, terminations, patch panel, and wall cabinet to house patch panel(s).
9. Quote must indicate the time it would take to install the cable infrastructure and test the network.
10. All quotes must comply with relevant Government Health & Safety requirements.
11. Supplier must be insured to perform stated work and avoid financial risk to office.

11 General Terms and Conditions / No Obligation

If bidder elects to respond to this RFP, submission of your proposal assumes the acceptance of the following understanding:

1. CUSD reserves the right to reject any or all of the proposal received in response to the RFP, to waive irregularities or to cancel or modify the RFP in any way, and at any time CUSD chooses, in its sole discretion, if CUSD determines that it is in the best interest of CUSD.

2. CUSD further reserves the right to make awards under this RFP without discussion of the proposals received. Proposals should be submitted on the most favorable terms from a technical, qualifications, and price standpoint.
3. Proposals must be signed by an authorized officer of the company. Proposals must also provide name, title, address, and telephone number for individuals with authority to negotiate and contractually bind Vendor, and for those who may be contacted for the purpose of clarifying or supporting the information provided in the proposal.
4. CUSD will not be responsible for any expenses incurred by the proposer in conjunction with the preparation or presentation of any proposal with respect to this RFP.
5. Any exceptions to the general terms and conditions and specifications must be clearly stated in the RFP response.
6. Costs not delineated in the RFP response will not be negotiated in the contract.
7. The successful proposer shall perform its obligations hereunder in compliance with all applicable federal, state, and local laws; rules, regulations, including applicable licensing requirements, according to sound engineering, management, safety practices, and in compliance with any and all reasonable rules of CUSD relative to the premises.
8. No instructions given in the contract documents shall be construed as an authorization to violate any codes, ordinances, regulations, or laws.
9. The submission of a proposal shall not in any manner obligate CUSD to enter into a contract or to be responsible for the costs incurred by your company in responding to this request.
10. CUSD selection of a Vendor through this RFP is not an offer and CUSD reserves the right to continue negotiations with the selected vendor until the parties reach a mutual agreement.
11. CUSD has the right at its discretion to terminate or renegotiate this contract due to occurrence or any event or action beyond its control. After such termination of this contract, the proposer shall have no continuing obligation under the terms of this contract.
12. Any alteration to this RFP document by a proposer will deem that proposer's response to this RFP as null and void.
13. Any and/all revisions made to this RFP prior to due date will be provided by the contact in section 4 and will be the responsibility of the proposer to confirm for any and/all revisions presented.

11.1 Disclaimer

This RFP does not commit Chester Upland School District to any specific course of action. CUSD reserves the right to not select any vendor or purchase any goods or services resulting from this RFP.

11.2 Agreement of Non-Disclosure

This document is considered to be a proprietary document and shall not be disclosed to any other party. It is designed, developed, and submitted to potential partners of Chester Upland School District solely for the benefit of Chester Upland School District.