**Sample Form 470/Request for Proposal Disqualifying Factors**

* All hardware quoted must be compatible with existing infrastructure. If the equipment is different from what is requested, documentation must be provided with the proposal demonstrating that the proposed equipment is equivalent, or the proposal will not be considered.
* Hardware quoted must be new with the manufacturer’s warranty (minimum of three years). Quotes for used equipment will not be considered.
* The bidder shall provide their SPIN in their proposal (or provide documentation that a SPIN has been applied for) and shall document that they are an authorized reseller of the equipment being proposed.
* Cabling vendors must be bonded/insured.
* Vendor must ensure that all quoted prices will be honored at the time of purchase.
* Vendors must conduct a mandatory walk-through of each location if bidding on the cabling project, and all quotes must include all cabling material, necessary components, and installation costs to complete the project. Bids received where a walk-through was not conducted will be disqualified.
* Vendors must conduct a mandatory walk-through of each location if bidding on the management of internal broadband services (MIBS). Bids received where a walk-through was not conducted will be disqualified.
* Installation costs must be listed separately from hardware costs.
* Proposals from vendors on Red Light Status with the FCC or delinquent on a debt to a state or federal governmental agency or entity will be disqualified.
* In-state (or local) vendors preferred.
* Previous experience with vendor preferred.
* Vendor must put in writing their willingness to give discounted bills.
* **SPAM and/or robotic responses will not be considered valid bid responses and will be disqualified from consideration.**
* Internet Access service quoted must provide access to the state network. **And/Or,**
	+ Vendors that provide direct peering relationships to the Ohio Department of Education are preferred.
	+ Bandwidth/Internet Access quotes must include basic firewall service. The cost must be included in the service and not shown as a separate cost. Quotes showing options for service without basic firewall and a second option that includes firewall service will not be considered.
* The applicant reserves the right to reject bids that are received after 9:00 a.m. of the Allowable Contract Date shown on the Form 470. **Or,**
	+ The deadline for vendor proposals is 9:00 am Eastern, 29 days from the date this Form 470 is posted. We reserve the right to reject late-submitted proposals.
* All questions and quotes are to be emailed to Insert Info