
**INVITATION TO BID FOR
Information Technology – Laptop & Mobile Workstations**

SECTION 1 – OVERVIEW

A. General Information

- a. The Navajo Division of Transportation (Navajo DOT) is requesting bids for Information Technology – Laptop & Mobile Workstations.

The Invitation for Bid process will identify; evaluate and select qualified firm(s) based on items submitted for bid. The selected firm must have all required items specified under the Scope of Work.

- b. Invitation To Bid (IFB) Packet – The instructions on the bid preparation, required documents, eligibility requirements and evaluation criteria are provided herein.

The IFB package may be obtained from the Navajo Division of Transportation, Navajo Transportation Complex, #16 Old Coal Mine Road, Mentmore, NM, starting April 18, 2019, during regular business hours. The Navajo Transportation Complex is located north of NM State Highway 264 and 1.5 miles east of the New Mexico/Arizona State Line. Contact Navajo DOT at 505.371.8300/8301 to request a package. You may also download the IFB from the Navajo DOT website at <http://www.navajodot.org>.

- c. General Scope of Work (SOW) – The selected firm(s) shall provide the Navajo Nation with a listed hardware/software for the Navajo DOT include but not limited to:

- i. New Laptops
- ii. New Mobile Workstations
- iii. New Monitors
- iv. New Docking Stations
- v. New Peripherals (Keyboard, Mouse, Webcam)
- vi. New Printers
- vii. New Security Cameras
- viii. New Server
- ix. New Handheld Data Collector

- d. Schedule of IFB Activities

	<u>Activity:</u>	<u>Schedule:</u>
1.	Advertisement Period	April 18, 2019
2.	RFP Submittal Deadline	May 6, 2019
3.	Evaluation of RFP & Firm(s)	May 20, 2019
4.	Final Selection of Firm(s)	June 3, 2019

- e. Inquires – Navajo DOT will accept or reply to any inquiries for this IFB.

- f. Bid Submittal Deadline – Bid must be physically submitted to the following address by May 6, 2019 by 4:00 PM (Mountain Standard Time):

Navajo Division of Transportation
ATTN: Evans Bennallie
Navajo Transportation Complex
#16 Old Coal Mine Road
Mentmore, NM 87319

LATE, FACSIMILED OR E-MAIL PROPOSALS WILL NOT BE ACCEPTED. These will be un-rated and firms responding in such fashion shall be considered non-responsive.

- g. Addendum to the IFB – In the event it becomes necessary to revise any part of the IFB, Navajo DOT shall issue a written addendum on the specifics of the change(s) and inform all concerned.
- h. Rejection of Bids – Navajo DOT reserves the right to reject any or all proposals and to waive informalities in the proposals received whenever such rejection or waiver is in the best interest of the Navajo Nation.
- i. Proprietary Information – Any restriction on the use of data contained within any bid must be clearly stated in the bid. Each and every page that contains proprietary information must be stamped or imprinted “*PROPRIETARY.*”
- j. Ownership of Bids – All material submitted with the IFB accepted for rating shall become the property of Navajo DOT and not returned to the firm. Navajo DOT has the right to use any or all information presented in the IFB subject to limitations outlined in paragraph i, above. Disqualification or non-selection of a firm(s) or proposal(s) does not eliminate this right.
- k. Cost Incurred – Navajo DOT is not liable for any cost incurred by the firm(s) prior to issuance of a Purchase Order.
- l. Contractual Obligation – The contents of the proposal may become part of contractual obligations of the Purchase Order. Failure of the firm to accept these obligations may result in cancellation of the Purchase Order. No percentage of the PO will be paid to the vendor for items, firm will be obligated to have all products up front without Navajo DOT issuing out a partial payment.
- m. Evaluation Criteria – Proposals accepted for rating shall be evaluated based on the criteria and 100-point system set forth in Section 5 – Rating System on Evaluation Criteria.
- n. Award of Purchase Order– Navajo DOT will award of the top-rated firm(s). Upon selection, the firm will be notified, upon Navajo DOT acceptance of the SOW and estimates (fee proposal, etc.) provided by the firm(s), a Purchase Order will be issued. The Purchase Order

shall be effective from the executed date of the Purchase Order between the Navajo Nation and the firm(s).

- o. Taxes – All work performed and services provided within the territorial jurisdiction of the Navajo Nation is subject to the six-percent (6%) Navajo Sales Tax (24 N.N.C. § 601 et seq.).
- p. Insurance – The Navajo Nation require the successful firm(s), at its sole expense, to procure and maintain adequate and sufficient insurance for all potential liability, such as commercial general liability; automobile liability; worker’s compensation; professional liability errors and omissions liability; etc.

SECTION 2 – PROPOSAL REQUIREMENTS AND SELECTION

A. Bid Submission

- a. Bid (s) must be submitted in a sealed envelope clearly marked:
 - i. **“DO NOT OPEN IFB # 18-08-1915LE – Information Technology – Laptop & Mobile Workstations”**
 - ii. The name of the firm submitting the Bid shall be written legibly and shown on the outside of the sealed envelope. Please include the firm’s address.
- b. Proposal Standards – The firm shall submit one (1) original and two (2) identical copies of their IFB Bid packet for the evaluation committee members. Appearance of the proposal is important and professionalism in the proposal presentation should not be neglected. The Bid standards are as follows:
 - i. The IFB quotes may not exceed 60 single-side pages (maximum 8 ½” x 11”) with a minimum of 10 pt. type.
 - ii. Pages that have photos, charts, graphs and/or various informative visual illustrations and/or exhibits will be counted toward the maximum number of pages.
 - iii. The following information is not included in the 60-page limit: Cover Letter on Company letterhead and Bid Cost.
 - iv. IFB submittals should be plastic or metal spiral-bound only. **Please do not submit IFB proposals in loose-leaf 3-ring binder, these will be considered non-responsive and will be un-rated.**
 - v. Submissions exceeding the 60-page limit.

B. Bid Review Process

- a. Receipt of bid will be verified on the due date specified. Navajo DOT will screen and evaluate bids received in accordance to the following criteria. Bids which fail this check will be considered non-responsive and will be un-rated.
 - i. Bid is received by the required deadline date and time.
 - ii. Bid meets the proposal submission requirements set forth above under Section 2, A.

C. Bid Evaluation

- a. Bid shall be evaluated and rated in accordance with the criteria outlined in Section 4 – Bid Content and Evaluation Criteria.

- b. Navajo DOT will rate the Bids based on specifications of items proposed and rank will be determined as most responsive.

D. Award of Purchase Order

- a. Navajo DOT will retain the purchase of the top rated and ranked firm. Upon selection, the firm will be notified with an Official Purchase Order from Navajo Nation.
- b. Navajo DOT will issue a to an electronic copy of the Purchase Order and the Official Copy of the Purchase Order will be sent via mail upon execution of the Purchase Order. No purchase shall be performed by the firm until such Purchase Order is given by Navajo DOT via electronic mail or mail. Navajo DOT is not liable for any cost incurred by the firm prior to issuance of a Purchase Order.

###LEFT BLANK INTENTIONALLY ###

SECTION 3 – Scope of Work

A. Description of Work

- a. The selected firm shall provide the following listed items New and NOT USED nor Refurbished.
- b. The selected firm MUST be a gold or higher-level partner or reseller for proposed systems from Item Number 1.0, 3.0, 21.0 to ensure enterprise level customer service, firm must state partner level in transmittal with proof.
- c. Items submitted must be equivalent or greater than the following:

Item Number	Quantity	Description
1.0	10	Dell Mobile Workstation - Precision 7730
1.1		CPU - Intel Core i7-8750H, Six Core 2.20GHz, 4.10GHz Turbo, 9MB 45W
1.2		RAM - 32GB, 2x16GB, DDR4-2666MHz SDRAM, 2 DIMMS, Non-ECC
1.3		HDD - M.2 1TB PCIe NVMe Class 40 Solid State Drive
1.4		OS - Windows 10 Pro for Workstation (4 Cores Plus) English
1.5		OS Recovery - Windows 10 Pro OS Recovery 64bit - USB
1.6		GPU - Radeon Pro WX 7100 w/8GB GDDR5
1.7		Keyboard - Internal Dual Pointing Backlit Keyboard, US English
1.8		Wireless - Intel Dual Band Wireless AC 9260 802.11ac MU-MIMO 2x2 + Bluetooth 5.0 vPro
1.9		Display - 17.3" UltraSharp UHD IGZO 3840x2160 AG NT, No WWAN, Cam/Mic, w/Prem Panel Guar 100% color gamut
1.10		Power Supply - 240W AC Adapter
1.11		Warranty - 5 Years ProSupport Plus with Next Business Day
1.12		Absolute Resilience 5 Year
2.0	18	Dell Latitude 5591
2.1		CPU - 8th Generation Intel® Core™ i7-8850H Processor (6 Core, 9M Cache, 2.6GHz, 45W, vPro)
2.2		RAM - 16GB, DDR4, 2400MHz
2.3		HDD - M.2 512GB PCIe NVMe Class 40 Solid State Drive
2.4		OS - Windows 10 Pro for Workstation English
2.5		OS Recovery - Windows 10 Pro OS Recovery 64bit - USB
2.6		GPU -Nvidia GeForce® MX130 w/2GB GDDR5
2.7		Keyboard - Dual Pointing US English Keyboard with Backlight
2.8		Wireless - Intel® Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0
2.9		Display - 15.6" FHD WVA (1920 x 1080) Anti-Glare Non-Touch, Camera & Microphone, WLAN/WWAN Capable
2.10		Power Supply - 130W AC Adapter, 7.4mm Barrel
2.11		Warranty - 5 Years ProSupport Plus with Next Business Day
2.12		Absolute Resilience 5 Year

IFB: Information Technology – Laptop & Mobile Workstations

IFB NO: 18-08-1915LE

Opening Date: April 18, 2019

3.0	6	Precision Workstation AIO 5720
3.1		CPU - 7th Gen Intel® Core™ i7-7700 (Quad Core 3.60GHz, 4.2Ghz Turbo, 8MB) supports Windows 10/Linux
3.2		RAM - 16GB 2x8GB DDR4 2400MHz Non-ECC
3.3		SDD - 2.5" 512GB SATA Class 20 SSD
3.4		OS - Windows 10 Pro for Workstation English
3.5		OS Recovery - Windows 10 Pro,WKSTA OS Recovery 64bit - USB
3.6		Security - TPM
3.7		Intel Ready Mode Technology (RMT) - Responsiveness
3.8		Intel vPro Advanced Management Features, Precision 5720
3.9		Wireless - Intel® Dual Band Wireless-AC 8260 2x2 802.11ac
3.10		5 Years ProSupport Plus with Next Business Day Onsite Service
3.11		Absolute Resilience 5 Year
4.0	30	Dell Adapter - Dell USB-C Mobile Adapter - DA300
5.0	10	Docking Station - Dell Dual USB-C Thunderbolt Dock TB18DC - Dock for Precision Mobile Workstation
6.0	18	Docking Station - Dell Business Thunderbolt Dock - TB16 with 180W Adapter
7.0	34	Logitech WIRELESS DESKTOP MK710 - 920-002416
8.0	34	Logitech C920S HD PRO WEBCAM - 960-001257
9.0	38	Dell 27 USB-C Monitor: P2719HC
10.0	48	Windows Server 2019 License Cores
11.0	3	HP Officejet 250 Mobile All-in-One Printer w/ 3 Year Next Day Exchange and Accidental Damage Protection
11.1	9	HP 62XL High Yield Black Original Ink Cartridge
11.2	9	HP 62XL High Yield Tri-color Original Ink Cartridge
12.0	3	HP Officejet Pro 9025 All-in-One Printer
13.0	6	Trimble Geo 7X Handheld Flood lightNMEA - WEHH 6.5 w/ 3 year warranty
13.1	1	TerraSync Pro with PFO
13.2	5	TerraSync Professional V5.0+
13.3	3	3 Year Annual Warranty
14.0	34	AXIS Camera Station (v. 5) - Core Device license - ESD - Win (0879-010)
15.0	2	AXIS Camera -Q8414-LVS METAL ANTI-LIGATR V-DOME 720P
16.0	8	Axis P3717-PLE Network Camera 01504-001
17.0	7	Axis M3037-PVE Network Camera 0548-001
18.0	8	Axis P3225-V MKII Network Camera 0952-003
19.0	6	Axis M5525-E PTZ Network Camera 01146-002
20.0	3	Axis Q6128-E 60Hz PTZ Network Camera 0799-005
21.0	1	HP DL380 Gen10 - 5115049171-01
21.1	1	HPE DL380 Gen10 12LFF CTO Server - 868705-B21
21.2	1	U.S. - English localization - 868705-B21#ABA

IFB: Information Technology – Laptop & Mobile Workstations

IFB NO: 18-08-1915LE

Opening Date: April 18, 2019

21.3	1	HPE DL380 Gen10 4110 Xeon-S FIO Kit - 826846-L21
21.4	2	HPE 16GB 1Rx4 PC4-2666V-R Smart Kit - 815098-B21
21.5	12	HPE 8TB SAS 7.2K LFF SC 512e DS HDD - 819201-B21
21.6	2	HPE 480GB SATA RI M.2 2280 DS SSD - 875498-B21
21.7	1	HPE NVIDIA Quadro P2000 GPU Module - Q0V77A
21.8	1	HPE 96W Smart Storage Battery 145mm Cbl - P01366-B21
21.9	1	HPE Smart Array P816i-a SR Gen10 Ctrlr - 804338-B21
21.10	1	HPE Ethernet 1Gb 4P 331FLR Adptr - 629135-B22
21.11	1	HPE Ethernet 10gb 2-port sfp+ adapter
21.12	2	HPE 800W FS Plat Ht Plg LH Pwr Sply Kit - 865414-B21
21.13	1	HPE 2U LFF Easy Install Rail Kit - 733662-B21
21.14	1	HPE DL380 Gen10 High Perf Heatsink Kit - 826706-B21
21.15	1	HPE 5Y Proactive Care NBD - H1K90A5
21.16	1	HPE DL38x Gen10 Warranty - H1K90A5#WAH
21.17	1	HPE Startup 300 Series OS SVC - HA114A1#5A6
21.18	1	HP DL380 Security Bezel
21.19	1	HPE iLO5 Advanced 5yrs
21.20	1	Windows Server 2019 Standard for HP
22.0	9	InFocus INL3149WU Projector
22.1	9	InFocus - Universal Projector Ceiling Mount - INL3149WU

The hardware and software described herein shall be utilized for upgrading the Navajo Nation Division of Transportation’s Information Technology’s current systems.

###LEFT BLANK INTENTIONALLY ###

SECTION 4 – Bid Content and Evaluation Criteria

- A. Qualification of the Firm. Bid must specifically address and affirm the following:
 - a. Letter of Interest that indicates why your firm should be selected to provide the Information Technology – Laptop & Mobile Workstations bid to Navajo DOT
 - b. Evidence of Insurances; such as Professional Liability Insurance
- B. Navajo Business Opportunity
 - a. The Navajo DOT will follow Navajo Business Opportunity Act Title 5, Chapter 11; stating Certified Navajo-owned business first opportunity to bid on projects (purchase of materials or professional service)
 - i. Priority #1 - 100% owned and controlled business entity
 - ii. Priority #2 - Navajo businesses that are less than 100% owned and controlled but have majority ownership and control (51%+)
 - iii. Other Indians that own and control all or a majority of the business activities
 - iv. Any tribally-owned and operated business entity

SECTION 5 – Rating System on Evaluation Criteria

- A. Description of the components are provided in Section 4 – Proposal Content and Evaluation Criteria.
- B. Each proposal will be evaluated and rated as follows:

	<u>COMPONENTS:</u>	<u>SCORING:</u>
A.	Organization of IFB	5 Points
B.	Letter of Transmittal	5 Points
C.	Specifications of Submitted Systems	40 Points
D.	Cost of Submitted Systems	35 Points
E.	Three References	15 Points
Total Points		100 Points
F.	Navajo Preference (Priority #1)	25 Points
G.	Navajo Preference (Priority #2)	15 Points

It is the intent of Navajo DOT to score the firms according to the bids submitted. Navajo DOT reserves the right to conduct detailed interviews, either by telephone or in person, of firms, if warranted.

End of Invitation for Bid – 18-08-1915LE