

Solicitation Amendment No. 01

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To:	Date:
Prospective Bidder / Offeror:	January 19, 2017
Project Title:	Project No.:
Cisco Network Equipment	RFP 17-37
Description of Solicitation Amendment: The Solicitation for <u>Cisco Network Equipment</u> (Project # RFP 17-37) is hereby amended as set forth below: Section 1.2 Scope of Services has been modified to include the following: Cooperative Contract Terms This solicitation is being completed as an open and competitive project. Proposer wishing to submit a solution meeting the specifications of this RFP that is based on an available cooperative contract are encouraged to do so. HCC recognizes local, state and national cooperative contract awards. It is the intention of HCC to seek the best value award based. Section 2 – Pricing Proposal, pages 5 and 6, has been replaced in its entirety with the attached below. Section 3 – Evaluation Criteria, pages 7 and 8, has been replaced in its entirety with the attached below. Except as provided herein, all items and conditions of the solicitation, as heretofore changed, remains unchanged and in full force and effect.	
Acknowledgement of Amendment No. 01 by:	Date:
Company Name (Bidder/Offerer):	
Signed by:	
Name (Type or Print):	Title:

Section 2 – Price Proposal

1. Instructions

Proposer must complete the attached Exhibit 1 – CIP Phase 3 Price Proposal in its entirety, and may supplement this section with additional pages as to provide HCC with a more detailed breakdown, backup and/or options of related cost associated with the equipment and services being solicited in this solicitation. The Total Cost for the solution provided must be firm-fixed cost.

The Total Cost for the solution provided must be a turnkey cost inclusive of but not limited to travel and living expenses.

2. Total Cost

Campus	Cisco (total by campus)	Cable (total by campus)	Sub Total (by campus)
Missouri City Campus	\$	\$	\$
West Houston Institute	\$	\$	\$
Northline Academic Building	\$	\$	\$
Coleman College	\$	\$	\$
GRAND TOTAL			\$

NOTE: All totals noted in Section 2.2 above, must be equal to the totals noted on each project page of the completed CIP Phase 3 Price Proposal.

3. Cooperative Contract:

Please list the following information for the cooperative contract that your proposal is being submitted under:

Cooperative Contract Name:	
Cooperative Contract No.:	
Cooperative Contract Term:	
Cooperative Contract Website link:	

4. Discount for Prompt Payment

Net 10 Calendar days _____%

Net 20 Calendar days _____%

5. Delivery Date

Estimated Delivery Date to 3100 Main St.: _____

6. Extended Maintenance Cost

Proposed annual maintenance cost following manufacturer warranty period.

- Year 1 \$ _____
- Year 2 \$ _____
- Year 3 \$ _____

5. Price Evaluation

Price points shall be calculated based on the following formula:

$$\text{Lowest Total Proposed Cost} / \text{Proposer's Total Proposed Cost} \times \text{Available Price Points} = \text{Price Score}$$

6. Price Proposal Signature

The information in this RFP is to be utilized solely for preparing the proposal response to this RFP and does not constitute a commitment by HCC to procure any product or service in any volume.

Name:	
Title:	
Date:	
Signature:	

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Section 3 – Proposal Evaluations

1. Evaluation Criteria

An Evaluation Committee (“Committee”) will review all proposals to determine which proposers have qualified for consideration according to the criteria stated herein. The Committee’s evaluations will be based on all available information, including qualification statements, subsequent interviews, if necessary, reports, discussions, reference checks, and other appropriate checks. The highest rated proposer(s) evaluated by the Committee may be invited to make an oral presentation of their written proposal to the Committee.

Proposals will be evaluated using the following criteria:

Evaluation Criteria	Available Points
Price Proposal (Section 4.5.g - Tab 5)	95
Small Business Practices (Section 4.5.h - Tab 6)	5
Total Points	100

2. Eligibility for Award

In order for a proposer to be eligible to be awarded the contract, the proposal must be responsive to the solicitation and HCC must be able to determine that the proposer is responsible and has the resources and capacity to perform the resulting contract satisfactorily. Responsive proposals are those that comply with all material aspects of the solicitation, conform to the solicitation documents, and meet the requirements set forth in this solicitation. Proposals, which do not comply with all the terms and conditions of this solicitation, will be rejected as non-responsive.

- a. Responsible proposers, at a minimum, must meet the following requirements:
 - i. Have adequate financial resources, or the ability to obtain such resources as required during the performance of any resulting contract;
 - ii. Be able to comply with the required performance schedule, taking into consideration all existing business commitments;
 - iii. Have a satisfactory record of past performance;
 - iv. Have necessary personnel and management capability to perform any resulting contract;
 - v. Be qualified as an established firm regularly engaged in the type of business necessary to fulfill the contract requirements;
 - vi. Certify that the firm is not delinquent in any tax owed the State of Texas under Chapter 171, Tax Code; and is not delinquent in taxes owed to the Houston Community College System; signing and submitting the proposal is so certifying to such non-delinquency; and
 - vii. Be otherwise qualified and eligible to receive an award under applicable laws and regulations.

- b. Proposer(s) may be requested to submit additional written evidence verifying that the firm meets the minimum requirements described above and as necessary, to perform the requirements of the solicitation and be determined a responsible proposer. Failure to provide any requested additional information may result in the proposer being declared non-responsive and the proposal being rejected.
- c. A person is not eligible to be considered for award of this solicitation or any resulting contract or to be a subcontractor of the proposer or prime contractor if the person assisted in the development of this solicitation or any part of this solicitation or if the person participated in a project related to this solicitation when such participation would give the person special knowledge that would give that person or a prime contractor an unfair advantage over other proposers.
- d. A person or proposer shall not be eligible to be considered for this solicitation if the person or proposer engaged in or attempted to engage in prohibited communications as described in Section 5.17 - Prohibited Communications and Political Contributions.
- e. Only individual firms or lawfully formed business organizations may apply (This does not preclude a respondent from using subcontractors or contractors.) HCC will contract only with the individual firm or formal organization that submits a response to this RFP.

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