

**TOWN OF TRUMBULL, CONNECTICUT  
BOARD OF EDUCATION  
REQUEST FOR QUOTATION (RFQ)  
SOPHOS ANTI-VIRUS YEARLY LICENSING AGREEMENT**

**BID NUMBER 6242**

**DUE: MAY 25, 2017 @ 2:00PM**

**GENERAL INSTRUCTIONS TO BIDDERS**

The Town of Trumbull, Connecticut (hereinafter referred to as Town), through the Office of the Purchasing Agent, will Accept sealed bids for **SOPHOS ANTI-VIRUS YEARLY LICENSING AGREEMENT** as listed on the Bid Proposal form contained herein for Trumbull Schools in accordance with the enclosed technical descriptions, specifications, and requirements.

**1. PREPARATION OF PROPOSALS**

Bids shall be submitted by using the BID PROPOSAL FORM that accompanies this request. Submit one (1) ORIGINAL and one (1) EXACT COPY. Bidders should submit bids in a clear, concise and legible manner to permit proper evaluation of responsive bids.

**2. BID SUBMISSION**

Bids are to be submitted in a sealed envelope clearly marked and addressed as follows:

**Bid 6242 Due: MAY 25, 2017 @ 2PM**

Purchasing Agent: Kevin J Bova

Town of Trumbull

5866 Main Street

Trumbull, CT 06611

Please be advised that the person signing the formal proposal must be authorized by your organization to contractually bind your firm with regard to prices and related contractual obligations for the delivery period requested.

**3. BID TIME**

Bids shall be received at the office of the Purchasing Agent, Town Hall, prior to the advertised hour of opening, at which time all proposals will be publicly opened and read aloud. Any bid received after that time will not be opened or considered. A bidder may withdraw a proposal at any time prior to the above scheduled date and time.

**4. TOWN OPTIONS**

- a) The Town reserves the right to reject any or all bids and to waive any requirements, irregularities, technical defects or service therein when it is deemed to be in the best interest of the Town.
- b) If your proposal does not meet or better the required specifications on all points that must be outlined in a letter, otherwise it will be presumed that a proposal is in accordance with the required specifications.

**5. TAXES**

All purchases made by the Town, and associated with the award of this requirement shall be tax exempt. Any taxes must not be included in bid prices. A Town Tax Exemption Certificate shall be furnished upon request.

**6. INQUIRIES**

All inquiries regarding this request shall be answered up to the close of business on **MAY 19, 2017**, after which time no additional questions will be accepted. To ensure consistent interpretation of certain items, answers to questions the Town deems to be in the interest of all bidders will be made available in writing or by Fax as appropriate to all bidders. Inquiries of a technical nature may be directed to **Rich Mastroiani, Trumbull BOE Technology at 203.452.4311.**

Additionally, after proposals are received, the Town reserves the right to communicate with any or all of the bidders to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any bidder at any time after proposals are opened.

7. **AWARD AND AUTHORITY**

The Town Purchasing Agent will issue notification of award in writing and the BOE will issue a formal Purchase Order.

8. **PRICING**

All prices quoted are to be firm for a period of one (1) year following bid opening. Special Consideration will be given to responses with extended firm price dates. The Town is always interested in any and all cost reduction opportunities.

9. **ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS**

Any assignment or subcontracting by a bidder, vendor, or contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with a Town procurement shall not be permitted without the express written consent of the Town of Trumbull.

10. **HOLD HARMLESS CLAUSE**

The Bidder further agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under this Contract, whether or not due in whole or in part of any act, omission or negligence of the Owner or any of his representatives or employees.

11. **WORK REGULATIONS AND STANDARDS**

All work activities performed in association with this request must be performed and completed for the Town in accordance with current Federal State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations.

12. **CONFLICT OF INTEREST**

Public officials shall be prohibited from receiving any town work procured through a public Bid or bid waived process so as to avoid any appearance of impropriety or conflict of Interest and; Public officials cannot circumvent the intent of this ordinance by receiving town work Through a bid waiver, as proscribed by the Trumbull Town Charter.

13. **ADENDUMS**

It is the responsibility of the bidder to verify prior to final submittal of a bid or bid if any addenda to this request have been issued. Any addenda to this request shall be posted on the Town of Trumbull website [www.trumbull-ct.gov](http://www.trumbull-ct.gov) under the Purchasing Department's section. Bidders may also call the Purchasing Department directly 203.452.5042 for inquiries regarding addenda.

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**SPECIFICATIONS – REQUIREMENTS**

Trumbull Public School is soliciting bids for Sophos Enterprise Suite licensing (2250 seats) and an additional 100 licenses for 1 year. If you should have questions or need further information, contact Rich Mastroianni [mastrior@trumbullps.org](mailto:mastrior@trumbullps.org).

**Yearly Sophos Anti-Virus licensing for 2250 seats, plus and an additional 100 licenses for new equipment**

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**THE UNDERSIGNED AFFIRMS AND DECLARES** that this Bid is executed with full knowledge and acceptance of the specifications, requirements, terms and conditions contained herein and with complete understanding and full compliance of system requirements and hereby submits this Bid for the request noted above and certifies that this Bid meets all the specifications and conditions requested herein. It is understood that the Town reserves the right to reject any or all Bids or waive any formalities in this request.

The following Addenda have been received. The modifications to the bid Documents noted therein have been considered and all cost thereto are included in the total base bid

**Addenda#** \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**DESCRIPTIONS, REQUIREMENTS AND BID PROPOSAL FORM**

<u>Item</u>	<u>Products</u>	<u>Part Number</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
1	Sophos Cloud Server Protection Standard - Subscription license renewal (1 year) - 1 server - academic, volume - 25-49 licenses - Win	CSTF1ETAA	30		
2	Sophos Cloud Endpoint Advanced - Subscription license (1 year) - 1 user - academic, volume - 2000-4999 licenses	CEAL1ESAA	2250		
3	Sophos Pure Message Exchange (AV, AS, content) - 1000-1999 USERS - 1 MOS EXT – EDU	PMEK0ETAA	1200		
4	Sophos Cloud Mobile Protection - Subscription license ( 1 year ) - 1 user - hosted - academic, volume - 2000-4999 licenses	CMSL1ESAA	2250		

**TOTAL PRICE GRAND TOTAL FOR ALL THE ABOVE**

**\$** \_\_\_\_\_

- Academic Pricing on all items
- Vendor shall be a certified Sophos reseller
- Vendor must specify period for which pricing remains valid
- All Licenses will be registered to Trumbull Public Schools, 6254 Main Street Trumbull, Ct 06611

**All detailed specifications and literature as required attached.**

**Delivery** is (guaranteed) \_\_\_\_\_ days after receipt of order (ARO)

**Pricing is Firm Fixed Pricing (FFP) and shall remain in effect for \_\_\_\_\_ days.**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
CITY/ TOWN

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone/Fax

\_\_\_\_\_  
Email

\_\_\_\_\_  
Website