

Merrillville Community School Corporation

6701 Delaware Street, Merrillville, IN 46410-3586

(219) 650-5300 FAX (219) 650-5320

Bid# 571

NOTICE TO BIDDERS

The Board of School Trustees of the Merrillville Community School Corporation, with its office located at 6701 Delaware Street, Merrillville, Indiana, will receive sealed bids on or before 9:30 AM (local time) on April 11, 2022, at which time they will be opened for the following:

Student Chromebooks 2025

Bids received after the above time and date will be returned unopened.

Specifications are on file at the Merrillville Community School Corporation, 6701 Delaware Street, Merrillville, Indiana, and may be picked up from 8:00 A.M. to 4:00 P.M., Monday through Friday.

Specifications can also be accessed on the website: www.mvsc.k12.in.us/bid

Bids must be submitted in a sealed envelope with a return address. A certified check or a bid bond is to be filed with each bid in the amount of at least five percent (5%) of the total amount of the bid. A non-collusion affidavit must be executed.

The Board reserves the right to accept or reject all or any part of any bid or bids presented, reject all bids, or waive all informalities or irregularities in the bidding.

Dated this 21st day of March 2025

**BOARD OF SCHOOL TRUSTEES
MERRILLVILLE COMMUNITY SCHOOL CORPORATION**

March 21, 2025

Dear Vendor:

The enclosed packet of information includes an invitation to bid for student Chromebooks. This Invitation to Bid should give you important information relative to terms and conditions upon our receiving and awarding of the bid.

Additionally, we have included a Bid Cover Sheet, a Non-Collusion Affidavit, Instructions, and specifications for Bidders. Questions regarding the specifications should be directed to:

Steven J. Kerr, Director of Technology

Email: sjkerr@mvsc.k12.in.us

Ph: 219.650.5355

The bid opening is scheduled for April 14, 2025, at 9:30 AM local time. We look forward to receiving a bid from you.

Sincerely

Steven J. Kerr

Director of Technology

Merrillville Community School Corporation

Bid Cover Sheet

Owner:	Merrillville Community School Corporation
Project:	Student Chromebooks 2025
Name of Bidder:	
Agent of Bidder (if applicable)	
Address:	
City/State:	
Telephone:	
Fax:	
Email:	
Total Cost of all Items Bid:	
Anticipated Start Date(s):	

The attached bid(s) conform(s) to the conditions as specified in the Invitation to Bid, the Instruction to Bidders, and the specifications furnished except where noted in the bid documents.

Signature of Bidder

Printed Name/Title

Date

NON-COLLUSION AFFIDAVIT

The undersigned bidder or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He further says that no person or persons, firms, or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

Bidder (Firm)_____

Signature of Bidder or Agent_____

Subscribed and sworn to before me this____ day of_____ 20____ .

My Commission Expires:_____

Notary Public Signature:_____

County and State of Residence:_____

Instructions and Specifications for Chromebooks

Bid # 571

Due: April 14, 2025

I. Scope

It shall be the intent of this specification to provide the Merrillville Community School Corporation with Chromebooks for students in grades five and nine. These are the daily-use devices for all students in the district. The fifth and ninth-grade students will receive these devices and use them for four years. All devices will be delivered to Merrillville High School, 276 East 68th Place, Merrillville, IN 46410, and will then be distributed to students.

II. Bid Form

The Non-Collusion Affidavit, which is part of Bid Form 95, shall be properly completed, signed, and notarized.

III. Bid Deposit

A Certified Check or Bid Bond in the amount of 5% of the Base Bid shall accompany each proposal. The Bonding Company on issuing a Bid Bond, thereby obligated themselves to furnish a Performance, Labor and Material Bond in the full amount to the contract should the subject bidder be the low bidder.

IV. Submission of Bids

Bids shall be submitted in sealed envelopes addressed to the Merrillville Community School Corporation and shall be clearly marked "Student Chromebooks 2025". Bids will be received until 9:30 A.M. on April 14, 2025, at 6701 Delaware Street, Merrillville, Indiana 46410, at which time and place all bids will be opened and read aloud. Bids received subsequent to the date and time stated will be returned to the bidder unopened. No bid may be withdrawn for a period of thirty (30) days after the opening of the bids.

V. Board's Right Reserved

The Board of School Trustees of the Merrillville Community School Corporation reserves the right to reject any or all bids and to waive any informality in the bidding. This includes the right to extend the date and time for receipt of the bids.

VI. Award of Contract – Rejection of Bids

The contract will be awarded to the lowest responsible bidder or bidders on an item-by-item basis who comply with the conditions of these specifications, provided the bid is reasonable and it is in the best interest of the owner to accept it. The bidder to whom the award is made will be notified at the earliest possible date. The owner also reserves the right to reject the bid of any bidder who had previously failed to perform properly, or complete on time, contracts of a similar nature, who is not in a position to perform the contract, or who has habitually and without just

cause neglected the payment of bills or otherwise disregarded their obligation to subcontractors, material men, or employees. In determining the lowest responsible bidder, the following elements, in addition to those previously mentioned, will be considered:

1. Maintains a permanent place of business;
2. Has suitable financial status to meet the obligations incident to the work;
3. Has appropriate technical expertise.

VII. Detailed Specifications

- Brand names and Model Numbers are offered for the purpose of comparison only and are in no way intended to limit competition. However, other products must meet and/or exceed the specifications of the ones listed.
- Bid prices must include all delivery charges. Warranty information is to be provided for review. All warranties described in the product literature are to be in effect. Warranty information should include all details of the warranty procedure for any warranty claims.
- A list of School corporations/Businesses that the bidder has sold the requested bid item(s) to within the last 2 years.
- Merrillville Community Schools reserves the right to purchase additional Chromebooks of the model that are bid and awarded by the vendor at the proposed price or less until one year from the delivery date.
- Delivery of all devices must be no later than July 1st, 2025

Bid Item #1 Chromebooks Qty 1200

Chromebook Specifications:

- **Processor:** Minimum Intel Celeron or ARM equivalent
- **RAM:** Minimum 4GB
- **Storage:** Minimum 32GB eMMC
- **Display:** 11.6" anti-glare screen preferred
- **Battery Life:** Minimum 10 hours
- **Operating System:** ChromeOS with automatic updates supported for at least 5 years
- **Wireless Connectivity:** Wi-Fi 6 support (802.11ax)
- **Ports:** Minimum 2 USB-C ports, 1 USB-A port, and headphone/microphone combo jack
- **Durability:** Spill-resistant keyboard
- **Camera & Audio:** Integrated HD webcam, microphone, and speakers
- AC Adapter

Bid Item #2 Google EDU Licensing for Chromebooks Qty 1200

- New Google Chrome EDU Perpetual License

Bid Sheet

Merrillville Community School Corporation
6701 Delaware Street
Merrillville, Indiana 46410
Student Chromebooks 2025

Bid# 571

Due: April 14, 2025

Bid Item #1 Chromebooks Qty 1200

Bid Price \$_____

Bid Item #2 Google Licensing

Bid Price \$_____

Total for items bid

Bid Price \$_____