

I. INSTRUCTIONS

- Proposal Contents
 - Cover letter identifying vendor, including legal name of vendor, address, telephone number, type of business entity (e.g. corporation, partnership)
 - Name and contact information for Bidder's principal point of contact
 - Completed and signed execution page
 - Completed pricing proposal bid form
 - Final bid(s) must include all taxes and/or fees.
- All proposals shall be labeled "BID NO.-PCS-Device Refresh"
- **Sealed bids must be mailed or delivered to:** Pitt County Schools - Sealed Bid, ATTN: Julie Simpson, 1717 W 5th St, Greenville, NC 27834.
- It is the sole responsibility of the Bidder to submit its proposal by the due date. Late proposals will not be opened or considered.

II. OVERVIEW

Pitt County Schools ("PCS") is seeking a quote to obtain via purchase Chromebooks that meet the specifications provided herein.

- A quote **(A)** for 4630 non-touchscreen Chromebook devices (3-12 grade replacement)

III. DELIVERY

All items must be bid Freight on Board (FOB), meaning the shipping is prepaid and included in the bid price.

IV. REQUIREMENTS

TECHNICAL SPECIFICATIONS

A. Non-touchscreen Chromebook Student Device Requirements

- Lenovo 100e Gen5 Chromebook - **Part#83T7S07900** - quantity **4630**
- Must be fully supported by Google for 4 years from delivery, in accordance with Google's Auto Update Policy. (i.e. model must have been officially released less than a year prior to delivery)
- Minimum 11" screen
- Minimum 8GB memory (RAM)
- Minimum 64GB SSD (Storage)

- Processor type - MediaTek
- Non-touchscreen
- HDMI port desired
- Minimum of 1 USB-A 3.X port
- Minimum of 1 USB-C 3.X port (USB-C charging preferred)
- Headphone port
- Wi-Fi 5 or higher capable
- 720P or higher resolution webcam (physical off switch desired)
- Built-in microphone
- Service turnaround guarantees
- Accidental damage protection with no penalty for repeat repairs - **Part#5PS0Z44678**

B. Google Education Licenses

- Google Education Licenses - quantity **4630**

C. White Glove Services

Device Preparation and Delivery

- Provider works with PCS to develop a jointly agreed upon schedule of services.
- Un-box and thoroughly inspect items for any physical damage or blemishes. Identify and report any issues to the vendor.
- Devices are to be fully charged.
- Asset tags provided and applied by the vendor.
- Tags should not be easily removable and intended to last the life of the device.
- Tags should include text: "Property of Pitt County Schools" and "Purchase Year:2026".
- Tags should include a scannable barcode of each device's serial number with the serial number then listed below the barcode in text.
- Packaged and delivered inside the final locations per the schedule. All deliveries to be received no later than July 31, 2026 unless otherwise specified by PCS.
- A manifest spreadsheet will be provided listing the device serial numbers and delivery locations
- Count of devices per location will be provided by PCS.

Chrome Enrollment

- Chrome devices to be enrolled into PCS Google domain.
- Chrome OS to be updated to the latest stable release.

D. Chromebook Bulk Management Tool

- Provides PCS bulk update capabilities
- Bulk disable and re-enable devices
- Bulk update chromebook organizational units (OUs)

- Filter and Sort Devices by serial number, model, and location
- Provide Usage and Activity Data
- Retrieve End-of-Life Data on Devices
- Example: Tools such as Gopher for Chrome, Chromebook Getter, or equivalent

OTHER REQUIREMENTS

Accidental Damage Protection / Extended Warranty

PCS requires Accidental Damage Protection (ADP). Full details of insurance coverage is required in proposals. It must include:

- Full description of terms and conditions of insurance coverage.
- Accidental damage and extended warranty coverage on all Chromebooks through August 2030.
- The proposal must list component coverage limitations, such as batteries and chargers.
- Accidental damage coverage must not limit the number of repairs per device.
- Accidental damage coverage must have a local repair facility. (i.e.,not restricted to mail-in warranty service)
- Accidental damage coverage must have an option for a local courier service to transport devices to the previously mentioned repair facility (i.e, milk runs)
- Accidental damage coverage must not require discretionary items, such as a case to be on the item, as a prerequisite for coverage.
- Accidental damage coverage must use authentic Lenovo manufactured parts when repairs are required.
- Accidental damage coverage must have repairs completed by an authorized OEM repair center with certified repair technicians.
- Accidental damage coverage must preserve PCS's option to continue serving as the warranty self-maintainer, if desired
- Details of all warranty coverage and services must also be included in the proposal.

References

Bidders must provide three (3) references from public school districts of similar size to which they have provided sales, preparatory services, and warranty support. All references shall be from the last three (3) years. Include the name and telephone number of individuals PCS may contact for each reference.

North Carolina State Contract 204A

Bidders must be approved by NCDPI on the North Carolina State Contract 204A.

<https://files.nc.gov/ncdit/documents/files/204A-web-summary.pdf>

V. PAYMENT/FINANCING

- PCS invites vendors to submit bids of full-cost, cash pricing (one-time payment).

VI. EVALUATION AND AWARD

AWARD CRITERIA:

Contract award will be based on the following criteria to the lowest responsible bidder:

- Prices offered.
- Quality of item(s) offered.
- General reputation and performance capabilities of the Bidder.
- Conformity with specifications herein.
- Delivery and installation schedule.
- Suitability for intended use.
- Warranty & Accidental Damage coverage.
- Prior experience with a vendor or manufacturer.
- Compatibility with existing devices and networks.

BID EVALUATION:

Bids are requested on the items and/or equipment as hereinafter specified. PCS reserves the right to reject any bid on the basis of function or compatibility with usage requirements, as well as cost. In the event PCS finds no bid to be advantageous, PCS reserves the right to reject all bids, make no award, and to reissue or repost the solicitation at a later date. Bidder(s) are cautioned that any/all information furnished or not furnished on this bid may be used as a factor in determining the award of this contract. This solicitation is pursuant to N.C.G.S. 143-129.8 for technology goods and services, therefore proposals submitted shall not be subject to public inspection until a contract is awarded.

DEVIATIONS:

Any deviations from specifications and requirements herein must be clearly pointed out by the Bidder. Otherwise, it will be considered that equipment offered is in strict compliance with these specifications and requirements, and the successful Bidder will be held responsible therefore. Deviations must be explained in detail below or on an attached sheet. However, no implication is made by PCS that deviations will be acceptable. Bidder is advised that the response (or lack thereof) on this question does not take precedence over specific responses or non-responses provided elsewhere in this bid.

MAKE AND MODEL:

Manufacturer's name and model/catalog numbers used are for the purpose of identification and to establish the *exact make and model* desired.

VII. PRICING PROPOSAL BID FORM

Item	Quantity	Description	Brand & Model	Unit Price	Total Extended Price
A	4630	Lenovo 100e Gen5 Chromebooks (Part#83T7S07900) with ADP (Part#5PS0Z44678)			
B	4630	Chrome Education Licenses			
C		White Glove Services			
D		Chromebook Bulk Management Tool			
				Subtotal	
				Tax	
				Total Bid	