

UNITED STATES PROBATION OFFICE
SOUTHERN DISTRICT OF WEST VIRGINIA

KEITH E. ZUTAUT
CHIEF U. S. PROBATION OFFICER

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DEPUTY CHIEF U. S. PROBATION OFFICER



Robert C. Byrd United States Courthouse
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Charleston, WV 25301
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REQUEST FOR QUOTE
USPO-01-2016

September 13, 2016

SUMMARY DESCRIPTION

The United States Probation Office for the Southern District of West Virginia is seeking a Request for Quotation (RFQ) for **Open Market Pricing** for a Microsoft Surface Pro 4 (with accessories) or an equivalent.

Tablet - Quantity 15

Minimum specifications:

- Tablet weight - under 2 lbs.
- Display –12” (nominal size) Multi-touch screen display with clear type full HD
- Battery Life - Up to 8 hours of web browsing, Lithium battery
- Storage/RAM - 256GB storage with 8 GB RAM
- Processor – Intel i5 processor (2.4 Ghz) or equivalent
- Wireless Network - 802.11 abgn
- Bluetooth - 4.0 Low Energy technology
- Ports - Full-size USB 3.0 and microSD™ card reader, headset jack, mini DisplayPort
- OS - Windows 10 Pro
- Cameras - 5.0 or greater megapixel front and rear-facing cameras
- Audio - Stereo speakers with Dolby® sound
- Sensors - Ambient light sensor, accelerometer, gyroscope, magnetometer
- Kickstand– Built in with multiple positions
- Pen/stylus – active digital pen included with the tablet

- Three-year total coverage
- Advanced Exchange

Docking Station – Quantity 22

- MS Surface Pro 4 Dock or equivalent

Keyboard Cover – Quantity 15

- SM Surface Pro 4 type cover – BLK FPR or equivalent

Folio Case – Quantity 15

- Kensington Black Belt 2nd Degree rugged case for MS Surface Pro 4 or equivalent

Video Adapters –

- Startech.com Mini DisplayPort to DisplayPort 1.2 Adapter Cable - Mini DisplayPort Male to DisplayPort Male, 10 ft. length or equivalent – **Quantity 44**
- Startech.com Mini DisplayPort to HDMI Adapter or equivalent – **Quantity 15**
- Startech.com Mini DisplayPort to VGA Adapter or equivalent – **Quantity 15**
- Startech.com USB 3.0 NIC with USB Port or equivalent – **Quantity 15**

Mouse – Quantity 15

- Microsoft Sculpt Comfort Bluetooth Wireless Mouse or equivalent

An equivalent may be quoted for all items, if so, please provide information to ensure the product is equal or superior to selected. The Court reserves the right to determine if the product is equivalent.

SPECIAL NOTES

The system should be quoted F.O.B. Destination. The delivery address is:

Charleston, WV:

Robert C. Byrd Federal Courthouse
300 Virginia Street East, Rm. 2400
Charleston, WV 25301

Quotes may be faxed, emailed or hand-delivered to the below address by **Wednesday, September 14, 2016, no later than 3:00 p.m.**

Contact Information – Please send quotes to:

United States District Court
Attn: Suzette Redford, Contracting Officer
300 Virginia Street, East, Room 2400
Charleston, WV 25301
304-347-3077 Telephone
304-347-3097 Fax
Suzette_Redford@wvsd.uscourts.gov

A fixed price award from this RFQ will be made based on the lowest priced, technically acceptable offer.

Please list shipping costs separately from the total.

APPLICABLE JUDICIARY TERMS AND CONDITIONS

1. Clause B-5, Clauses Incorporated by Reference (SEP 2010)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address:

<http://www.uscourts.gov/procurement.aspx>

2. The contractor shall comply with the clauses in this paragraph that the contracting officer has indicated as being incorporated in this contract:

- Clause 2-35 F.o.b. Destination, Within Judiciary's Premises (JAN 2003)
- Clause 2-130 Energy Efficiency in Energy-Consuming Products (APR 2013)
- Clause 2-135 IEEE Standard for Environmental Assessment of Personal Computer Products (APR 2013)
- Clause 3-3 Provisions, Clauses, Terms and Conditions - Small Purchases (APR 2013)
- Clause 6-85 Commercial Computer Software License (APR 2013)
- Clause 6-105 California E-Waste Fee (APR 2013)
- Clause 7-115 Availability of Funds (JAN 2003)

SUBMISSION OF QUOTE AND EVALUATION OF OFFERS

1. The following judiciary provisions, that the contracting officer has indicated are applicable, are incorporated in this solicitation:

Provision B-1, Solicitation Provisions Incorporated by Reference (SEP 2010)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically

at this address: <http://www.uscourts.gov/procurement.aspx>.

Solicitation Provisions Incorporated by Reference

- Provision 2-100, Brand Name or Equal (APR 2013)
- Provision 3-135, Single or Multiple Awards (JAN 2003)
- Provision 2-85C, Evaluation of Options Exercised at Time of Contract Award (JAN 2003)

Additional Solicitation Provisions

- Provision 3-5, Taxpayer Identification and Other Offeror Information (APR 2011)

(a) Definitions.

"Taxpayer Identification (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a social security number or an employer identification number.

- (b) All offerors shall submit the information required in paragraphs (d) and (e) of this provision to comply with debt collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.
- (c) The TIN may be used by the government to collect and report on any delinquent amounts arising out of the offeror's relationship with the government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to payment recording requirements, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.
- (d) *Taxpayer Identification Number (TIN):* _____

- TIN has been applied for.
- TIN is not required, because:
- Offeror is a nonresident alien, foreign corporation or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;
- Offeror is an agency or instrumentality of a foreign government;
- Offeror is an agency or instrumentality of the federal government.

(e) *Type of organization:*

- sole proprietorship;
- partnership;
- corporate entity (not tax-exempt);
- corporate entity (tax-exempt);
- government entity (federal, state or local);
- foreign government;
- international organization per 26 CFR 1.6049-4;
- other _____

(f) *Contractor representations.*

The offeror represents as part of its offer that it is , is not, 51% owned and the management and daily operations are controlled by one or more members of the selected socio-economic group(s) below:

- Women Owned Business
- Minority Owned Business (if selected, then one sub-type is required)
- Black American
- Hispanic American
- Native American (American Indians, Eskimos, Aleuts, or Native Hawaiians)
- Asian-Pacific American (persons with origins from Burma, Thailand, Malaysia, Indonesia, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru)
- Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal)
- Individual/concern, other than one of the preceding.