



Information Item No.1

Date of Information Item No.1 : December 16, 2022

Arlington Public Schools Procurement Office

Invitation to Bid 53FY23

Invitation to Bid Title:	E-Rate Network & Wireless Equipment
Invitation to Bid Number:	53FY23
Invitation to Bid Issue Date:	December 6, 2022
Pre-Bid Conference:	A Pre-Bid Conference will not be held for this Solicitation
Bid Closing Date/Time:	January 6, 2023 No Later Than 11:59 P.M. (EST)
Bid Opening Date/Time:	January 9, 2023 at 10:00 A.M. (EST)
Procurement Office Representative:	Hamed Hameedi, Senior Procurement Specialist (703) 228-7643, hamed.hameedi@apsva.us

- The following information is provided to help Bidders submit a Bid in response to ITB No. 53FY23:

Q1. Have any modification been made to ITB No.53FY23?

A1. No

Q2. Do you anticipate extending the Bid Closing Date /Time?

A2. No, Bids must be received in the Platform by no later than 11:59 P.M. (EST) on Friday, January 6, 2022 ("Bid Closing"). **Bids received after the Bid Closing shall not be considered.**

Q3. Can we submit the Bids via email?

A3. No

Q4. What documents must be submitted with the Bids?

A4. The **Class 1 Mandatory Requirements** in Section 27.1 of Instruction to Bidders must be submitted with your Bid. Failure to provide any of them with your Bid will result in the Bid being considered non-responsive and not being considered for Contract award.

Q5. Are the Class 2 Mandatory Requirements required to be submitted with the Bid?

A5. The Class 2 Mandatory Requirements in Section 27.2 of Instructions to Bidders should accompany your Bid, but if omitted the Bidder may be given the opportunity to supplement its Bid in accordance with **Section 27.3 of Instructions to Bidders**.

Q6. How will you evaluate the Bids?

A6. This solicitation follows the “Best Value” approach as it is defined in the APS Procurement Resolution. Under this approach, in determining the lowest responsive and responsible Bidder, this solicitation contains a point weighting for those criteria listed in the Evaluation Criteria section of the Instructions to Bidders.

For each Bid received, and for each criterion listed below, APS will assign a number of evaluation points reflecting, in their sole opinion, the degree by which the Bid satisfies each criterion. A sum of the resulting evaluation points will identify the Bid(s) which represents the best value per equipment line item. It is the intention of APS to award one (1) Contract for each individual equipment line item to the Bidder having the highest number of evaluation points in that equipment line item. If a Bidder has the highest number of evaluation points for more than one (1) equipment line item, a single Contract will be awarded reflecting each of the equipment line items the Bidder was awarded.

Q7. Other than your website, where is the ITB posted?

A7. The Invitation to Bid (ITB) is posted on the eVA website. The link to the ITB on the eVA website is as follows: [E-Rate Network & Wireless Equipment](#)

Q8. Do we provide the prices by completing the Pricing Schedule in the Bid Form?

A8. No. The Pricing Schedule form in the Bid Form is for information purposes only. Bidders must not provide their prices using this form. Prices must be provided using the Excel Spreadsheet Pricing Schedule at Appendix 3, and uploaded into the Platform with the Bid Form.

Q9. Will we receive a confirmation email in submitting a Bid via the Platform?

A9. No. Confirmation is not provided that a Bid has been received in the Platform. However, Bidders can contact Hamed Hameedi at: hamed.hameedi@apsva.us or 703-228-7643 to request confirmation that its Bid has been received.

Q10. Do you need the supplier of the Aruba units to do an install as well? I do not see anything in the contract saying that installation was required?

A10. APS does not need install of units, we will arrange the installation through in-house resources.

Issued By:

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