



Request for Proposal (RFP) CSU-0287 Dell Computer Equipment

I. Statement of Objectives:

The Connecticut State University (CSUS) System is soliciting proposals for the purchase of Dell Computers based on the specifications and quantities listed in the attachments located at the end of this RFP. Delivery will be to the CSUS location specified on each specification sheet. Delivery is to be as soon as possible after award and preparation of a Purchase Order by the using location. Substitutions will only be allowed if current number (or item) is discontinued by Dell, and CSUS must accept the equivalent replacement item specified. All bidders must be authorized Dell higher education resellers.

II. Background: The Connecticut State University System (CSUS) consists of four comprehensive universities and a system office. CSUS, serving over 36,000 students, is the largest public university system in the state, and is governed by an 18-member Board of Trustees. The universities are located in urban areas: Central Connecticut State University in New Britain (12,300 students), Eastern Connecticut State University in Willimantic (5,400 students), Southern Connecticut State University in New Haven (12,300 students), and Western Connecticut State University in Danbury (6,000 students).

III. Scope of Project:

Provide Dell computers as per the specification sheets listed at the end of this RFP. Please list a unit price and a total for each configuration combination. Bids with a single lump sum total only will be rejected. Please fill out the pricing sheet at the end of this RFP and include with your bid package. If a substitution is necessary due to a change in the numbering or item by Dell, please list the new item number and specify the item or number that is being replaced. CSUS must accept any substitutions made, and reserves the right to verify any change in numbering with Dell. CSUS may change quantities at its option if it becomes necessary.

Please refer to the specification sheets at the end of this RFP.

Delivery is to be made as soon as possible, upon receipt of a Purchase Order from the using CSUS location. CSUS reserves the right to cancel any Purchase Order and re-award if Contractor cannot provide all above items within 30 days of receipt of a Purchase Order. CSUS may require proof of authorized dealer status prior to awarding RFP.

Winning bidder must be willing to hold pricing for all listed RFP items for a period of 6 months from award, for the use of all requiring CSUS locations

ALL BIDDERS MUST BE AUTHORIZED DELL HIGHER EDUCATION RESELLERS

IV. Vendor Information

A. Vendor Overview

Please provide the following:

The Name and location of your company.

The location of the office that will be serving CSUS.

A brief general description of your business, including the primary line of business.

The number of years your company has been in business.

Is your company a subsidiary of another corporation? If so, what is the name of the parent company?

B. Client Base

Provide specific reference information for three clients you have served, relevant to the work proposed, to include:

- Organization name and location
- Starting date of service
- Relevant volume statistics
- Contact name, title and telephone number

The references must be relevant to services performed in the last 36 months, and shall include their level of acceptance of those services.

V. Proposal Submission Requirements

Provide a detailed list of costs including all delivery costs proposed.

Provide information on your firm, including client references and any relevant certifications, as outlined in Section IV.

Contractor may be required to submit proof of their authority to sell Dell computer products.

Submit completed state forms regarding nondiscrimination and affirmative action policies.

Also complete and submit the consulting affidavit included in this package.

One (1) original and two (2) copies of proposal shall be submitted prior to 2:00pm on December 14, 2006 and should be sent to the attention of:

Andy Heyl
Connecticut State University System
39 Woodland Street
Hartford, CT 06105
(860) 493-0047

**Please Note: Faxed, E-Mailed or late bids will be automatically rejected
CSUS is not responsible for delays in mail or expedited carriers.**

VI. General Instructions to Vendors

Vendors who are furnished a copy of this RFP are requested to submit a receipt acknowledgement as soon as possible, to ensure timely receipt of potential corrections or cancellations. Those not intending to make a proposal are asked to submit a negative reply.

RFP responses must be in sealed envelopes upon which a clear indication has been made of the RFP reference title, as well as the date and time the bid is due. The vendor's name and address must appear on the envelope.

Vendor must answer all the questions and supply all required materials to be considered. Any proposal submitted must include termination procedures, if either the contractor or CSUS determine that termination becomes necessary for reasons including but not limited to failure to perform.

The State of Connecticut is exempt from the payment of excise, transportation, and sales taxes imposed by the Federal government and/or the State of Connecticut. Such taxes must not be included in prices.

An authorized official must sign the proposal. The proposal must also provide the name, title, address and telephone number for individuals with authority to negotiate and contractually bind the company or individuals. Please provide the name and number of the person to contact for the purpose of clarifying the contract.

VII. General Conditions

1. The State reserves the right to accept or reject any or all proposals submitted for consideration. All proposals will be kept sealed and safe until the date, time and place of public opening.
- 2-. Any contract awarded as a result of this RFP must be in full conformance with statutory requirements of the State of Connecticut and the Federal Government.
3. All proposals in response to this RFP are to be the sole property of the State, and subject to the provisions of section 1-210 of the Connecticut General Statutes. (Re: Freedom of Information).
4. Any product, whether acceptable or unacceptable, developed under a contract awarded as a result of this RFP is to be sole property of the State of Connecticut unless stated otherwise in the RFP or contract.
5. Any proposal must be valid for a period of 90 days from the due date.
6. Any alleged oral agreement or arrangement made by a firm with CSUS or any employee will be superseded by the written agreement.
7. CSUS reserves the right to amend or cancel this RFP, prior to the due date and time, if it is in the best interests of CSUS.
8. CSUS reserves the right to reject the proposal of any firm which is in default of any prior contract or for misrepresentation.
9. CSUS reserves the right to correct inaccurate awards resulting from its clerical errors.
10. Proposals are subject to rejection in whole or part if they limit or modify any of the terms and conditions and/or specifications of the RFP.

11. A vendor, if requested, must be prepared to present evidence of experience, ability, service facilities, and financial standing necessary to satisfactorily meet the requirements set forth or implied in the proposal.

12. No additions or changes to the original proposal will be allowed after submittal. While changes are not permitted, clarification at the request of the agency may be required at the bidder's expense.

13. By responding, the vendor implicitly states that the proposal is not made in connection with any competing vendor submitting a separate response to the RFP, and is in all respects fair and without collusion or fraud. It is further implied that the vendor did not participate in the RFP development process, had no knowledge of the specific contents of the RFP prior to its issuance, and that no employee of CSUS participated directly or indirectly in the vendor's proposal preparation.

14. Vendor shall bear all costs associated with Vendor's response to this request for proposal including the costs of any presentations and/or demonstrations (if any).

15. The proposal must include a summary of the bidder's experience with Affirmative Action. This information is to include a summary of the bidder's affirmative action plan and the bidder's affirmative action policy statement.

Regulations of Connecticut State Agencies Section 4-114a-3(10) requires agencies to consider the following factors when awarding a contract, which is subject to contract compliance requirements:

- a. the bidder's success in implementing an affirmative action plan;
- b. the bidder's success in developing an apprenticeship program complying with Section 46a-68-1 to 46a-68-17 of the Connecticut General Statutes, inclusive;
- c. The bidder's promise to develop and implement a successful Affirmative Action Plan;
- d. The bidder's submission of EE0-1 data indicating that the composition of its work force is at or nearby parity when compared to the racial and sexual composition of the work force in the relevant labor market area, and
- e. The bidder's promise to set aside a portion of the contract for legitimate small contractors and minority enterprises.

16. The State reserves the right to award in part, to reject any and all Proposals in whole or in part, to waive technical defects, irregularities and omissions if, in its judgment, the best interest of the State will be served.

VIII. Evaluation of Proposals

Bidders will be evaluated by the cost of their proposal. CSUS reserves the right to verify bidders authority to provide the Dell products within this RFP. References may be checked!!

Bidders must fill out bid package correctly, and be willing to comply with applicable regulations of the State of Connecticut and the CSUS System.

NOTE: For the purposes of this Request for Proposal, the Planning Date for the purposes of completing the affidavits included in this bid package is November 1, 2006. The affidavits included in this RFP package must be completed and returned by any bidder that is awarded a contract, at the time of contract award. Any bidder who submits their affidavit package with their bid response, will be required to submit a second set of affidavits.

Demonstration of commitment to affirmative action by full compliance with the regulations of the commission on Human Rights and Opportunities (CHRO).

IX Rights Reserved to Connecticut State University System

The Connecticut State University System reserves the right to award in part, reject any and all proposals in whole or in part, award to multiple contractors, to waive technical defects, irregularities and omissions if, in its judgment, the best interest of the CSUSS is served. CSUS reserves the right to negotiate with any bidder prior to awarding a contract, and to negotiate with any contractor during the life of any subsequent contract.

STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT
Policies and Guidelines

Gift Certification

Gift certification to accompany State Contracts with a value of \$50,000 or more in a calendar or fiscal year, pursuant Conn. Gen. Stat. §§ 4-250 and 4-252, and Governor M. Jodi Rell’s Executive Order No. 7C, para. 10.

I, _____, am authorized to execute the attached contract on behalf of the _____ (the “Contractor”). I hereby certify that between mm/dd/yy (planning date) and mm/dd/yy (date of the execution of the attached contract) that neither myself, the Contractor, nor any of its principals or key personnel who participated directly, extensively and substantially in the preparation of the bid or proposal (if applicable) or in the negotiation of this contract, nor any agent of the above, gave a gift, as defined in Conn. Gen. Stat. § 1-79(e), including a life event gift as defined in Conn. Gen. Stat. § 1-79(e)(12), to (1) any public official or state employee of the contracting state agency or quasi-public agency who participated directly, extensively, and substantially in the preparation of the bid solicitation or request for proposals for the contract (if applicable) or in the negotiation or award of this contract; or (2) any public official or state employee of any other state agency who has supervisory or appointing authority over the state agency or quasi-public agency executing this contract, except the gifts listed below:

<u>Name of Benefactor</u>	<u>Name of recipient</u>	<u>Gift Description</u>	<u>Value</u>	<u>Date of Gift</u>
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List information here

Further, neither I nor any principals or key personnel of the Contractor, nor any agent of the above, knows of any action by Contractor to circumvent such prohibition on gifts by providing for any other principals, key personnel, officials, employees of Contractor, nor any agent of the above, to provide a gift to any such public official or state employee.

Further, the Contractor made its bid or proposal without fraud or collusion with any person.

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Signature

Date

Sworn and subscribed before me on this _____ day of _____, 200__

Commissioner of the Superior Court
Notary Public

STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT
Policies and Guidelines

Campaign Contribution Certification

Campaign contribution certification to accompany State Contracts with a value of \$50,000 or more in calendar or fiscal year, pursuant Conn. Gen. Stat. § 4-250 and Governor M. Jodi Rell's Executive Orders No. 1, para 8 and No. 7C, para 10.

I, _____, hereby certify that during the two-year period preceding the execution of the attached contract, neither myself nor any principals or key personnel of the _____ who participated directly, extensively and substantially in the preparation of the bid or proposal (if applicable) or in the negotiation or award of this contract, nor any agent of the above, gave a contribution to a candidate for statewide public office or the General Assembly, as defined in Conn. Gen. Stat. §9-333b, except as listed below:

<u>Contributor</u>	<u>Recipient</u>	<u>Amount/Value</u>	<u>Date of Contribution</u>	<u>Contribution Description</u>
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List information here

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

_____ Signature	_____ Date
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Sworn and subscribed before me on this _____ day of _____, 200__

Commissioner of the Superior Court
Notary Public

STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT
Policies and Guidelines
Annual Contract Certification

Annual contract certification to update the preceding gift/campaign contribution certification, pursuant to Governor M. Jodi Rell's Executive Orders No. 1, para 8 and No. 7C para 10.

I, _____, hereby swear that during the two-year period preceding the date of the instant certification that neither myself nor any principals or key personnel of the _____ (the "Contractor") who participated directly, extensively and substantially in the preparation of the bid or proposal (if applicable) or in the negotiation or award of the subject contract, nor any agent of the above, gave a gift, as defined in Conn. Gen. Stat. § 1-79(e), including a life event gift as defined in Conn. Gen. Stat. § 1-79(e)(12), to (1) any public official or state employee of the state agency or quasi-public agency who participated directly, extensively, and substantially in the preparation of the bid solicitation or request for proposals (if applicable) or in the negotiation or award of the subject contract or (2) to any public official or state employee who has supervisory or appointing authority over the state agency or quasi-public agency who executed the subject contract, except the gifts listed below:

<u>Name of Benefactor</u>	<u>Name of Recipient</u>	<u>Gift Description</u>	<u>Value</u>	<u>Date of Gift</u>
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Insert information here

Further, neither I nor any principals or key personnel of the Contractor who participated directly, extensively and substantially in the preparation of the bid or proposal (if applicable) or in the negotiation or award of the subject contract know of any action to circumvent such prohibition on gifts by providing for any other principals, key personnel, official, or employee of the contractor, nor any agent of the above, to provide a gift to any such public official or state employee.

Further, during the two-year period preceding the date of the instant certification, neither I nor any principals or key personnel of the Contractor who participated directly, extensively and substantially in the preparation of the bid or proposal (if applicable) or in the negotiation or award of the subject contract, nor any agent of the above, gave a contribution to a candidate for statewide public office or for the General Assembly, as defined in Conn. Gen. Stat. § 9-333b, except the contributions list below:

<u>Contributor</u>	<u>Recipient</u>	<u>Amount/Value</u>	<u>Date of Contribution</u>	<u>Contribution Description</u>
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Insert information here

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Signature

Date

Sworn and subscribed before me on this _____ day of _____, 200__

Commissioner of the Superior Court
Notary Public

STATE OF CONNECTICUT
OFFICE OF POLICY AND MANAGEMENT
Policies and Guidelines

Consulting Agreement Affidavit

Consulting agreement affidavit to accompany state contracts for the purchase of goods and services with a value of \$50,000 or more in a calendar or fiscal year, pursuant to Section 51 of Public Act 05-287.

This affidavit is required if a bidder or vendor has entered into any consulting agreements whereby the duties of the consultant include communications concerning business of such state agency, whether or not direct contact with a state agency, state or public official or state employee was expected or made. Pursuant to Section 51 of P.A. 05-287, "consulting agreement" means any written or oral agreement to retain the services, for a fee, of a consultant for the purposes of (A) providing counsel to a contractor, vendor, consultant or other entity seeking to conduct, or conducting, business with the State, (B) contacting, whether in writing or orally, any executive, judicial, or administrative office of the State, including any department, institution, bureau, board, commission, authority, official or employee for the purpose of solicitation, dispute resolution, introduction, requests for information or (C) any other similar activity related to such contract. Consulting agreement does not include any agreements entered into with a consultant who is registered under the provisions of chapter 10 of the general statutes as of the date such affidavit is submitted in accordance with the provisions of this section.

I, _____, hereby swear that I am the chief official of the bidder or vendor of the Contract or authorized to execute such Contract. I further swear that I have not entered into any consulting agreement in connection with such contract, except the agreements listed below:

Contractor's Name, Title and Firm or Corporation:

Terms of Consulting Agreement (Date of Execution, Amount, Expiration Date):

Brief Description of Services Provided (Purpose, Scope, Activities, Outcomes):

Yes No Is the Consultant a former state employee or public official?

If yes, provide the following information about the former state employee or public official:

- Former Agency:
- Date Such Employment Terminated:

Attach additional sheets if necessary. This affidavit must be amended if Contractor enters into any new consulting agreements during the term of this Contract

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Signature

Date

Sworn and subscribed before me on this _____ day of _____, 200__

Commissioner of the Superior Court
Notary Public

**CONTRACT
PROPOSAL**
Please read
carefully



Connecticut State University - System Office
Finance Department
39 Woodland Street
Hartford, CT 06105-2337

**THIS FORM AND
REQUIRED PROPOSAL
SCHEDULE MUST BE
RETURNED**

RFP NUMBER CSU-0287	DATE OF OPENING December 14, 2006	TIME OF OPENING 2:00 PM	AMOUNT OF SURETY (if required) - none -	DATE ISSUED December 4, 2006
COMMODITY CLASS/SUBCLASS AND DESCRIPTION Dell Computer Equipment			REQUIRED SITE VISIT: Not applicable	
DIRECT ALL QUESTIONS TO: Andy Heyl		TELEPHONE: (860) 493-0047		
FOR Information Technology		CONTRACT PERIOD OR DATE REQUIRED		

REQUEST FOR PROPOSAL

Pursuant to the provisions of Sections 10a-151b and 4-217 of the General Statutes of Connecticut as amended. SEALED PROPOSALS WILL BE RECEIVED by the Finance Department of the Connecticut State University ("CSU") for furnishing the services herein listed.

AFFIRMATION OF PROPOSER

The undersigned affirms and declares:

1. That this proposal is executed and signed with full knowledge and acceptance of the provisions of the laws of the State of Connecticut, and the terms and conditions listed herein.
2. That should any part of this proposal be accepted in writing by CSU within ninety (90) calendar days from the date of opening unless an earlier date for acceptance is specified in proposal schedule, said proposer will furnish and deliver the services for which this proposal is made, at the rates offered and fee schedule proposed, and in compliance with the provisions listed herein. Should award of any part of this proposal be delayed beyond the period of ninety (90) days or an earlier date specified in proposal schedule, such award shall be conditioned upon proposer's acceptance.

PROPOSAL. The undersigned, accepting the conditions set forth herein, hereby agrees in strict accordance therewith, to furnish and deliver the services to Connecticut State University at the prices bid therein.

SIGNATURE WHEN PROPOSER IS AN INDIVIDUAL	TYPE OR PRINT NAME OF INDIVIDUAL			DOING BUSINESS AS (Trade Name)					
	BUSINESS ADDRESS		STREET	CITY	STATE	ZIP CODE			
	WRITTEN SIGNATURE OF INDIVIDUAL SIGNING THIS PROPOSAL			SOCIAL SECURITY NUMBER		DATE EXECUTED			
	TYPEWRITTEN NAME				TELEPHONE NUMBER				
	NAME (Type or print names of all partners)			TITLE	NAME		TITLE		
SIGNATURE WHEN PROPOSER IS A FIRM	NAME		TITLE	NAME		TITLE			
	DOING BUSINESS AS (Trade Name)			BUSINESS ADDRESS		STREET	CITY	STATE	ZIP CODE
	WRITTEN SIGNATURE OF PARTNER SIGNING THIS PROPOSAL				F.E.I. NUMBER		DATE EXECUTED		
	TYPEWRITTEN NAME				TELEPHONE NUMBER				
	FULL NAME OF CORPORATION						INCORPORATED IN WHAT STATE		
SIGNATURE WHEN PROPOSER IS A CORPORATION	BUSINESS ADDRESS		STREET	CITY	STATE	ZIP CODE	F.E.I. NUMBER		
	PRESIDENT			SECRETARY			TREASURER		
	WRITTEN SIGNATURE OF CORPORATE OFFICIAL OR PERSON DULY AUTHORIZED TO SIGN PROPOSALS ON BEHALF OF THE ABOVE CORPORATION					TITLE			
	TYPEWRITTEN NAME				TELEPHONE NUMBER		DATE EXECUTED		

RETURN THIS FORM IMMEDIATELY!

Acknowledgment: Receipt of Request-For-Proposal Documents

Bid Number: **CSU-0287**
Title: **Dell Computer Equipment**

Please take a moment to acknowledge receipt of the attached RFP documents. Your compliance with this request will help us to maintain proper follow-up procedures while ensuring that all recipients have the opportunity to submit a proposal.

Date Issued: December 4, 2006
Date received? ____/____/____

Do you plan to submit a proposal? Yes ____ No ____

Print or type the following information:

Company name: _____

Address: _____

City or Town: _____

Phone: _____

Fax: _____

Received by: _____

E-Mail _____

Note: Faxed acknowledgments are requested! FAX (860)493-0006
A cover sheet is NOT necessary.
IMPORTANT: DO NOT FAX BIDS.
BIDS MUST BE SUBMITTED IN SEALED PACKAGES!

Connecticut State University System



**Central Connecticut State University
Eastern Connecticut State University
Southern Connecticut State University
Western Connecticut State University
System Office**

STANDARD TERMS AND CONDITIONS

I. DEFINITIONS

The following words, when used herein, shall have the following meanings:

1. "Contract" shall mean any agreement negotiated by and between CSU and the contractor selected by CSU as the result of a request for proposal, request for quotation, or request for bid, including, but not limited to, a personal service agreement or purchase order.
2. "CSU" shall refer to the Connecticut State University System, which is comprised of Central Connecticut State University, Eastern Connecticut State University, Southern Connecticut State University, Western Connecticut State University and the System Office, collectively and individually, as the context requires.
3. "Person" shall mean an individual, partnership, corporation or other business entity, as the context requires.
4. "Proposal" shall mean a response to a request for proposal, request for bid, or request for quotation.
5. "Proposer" shall mean a contractor that submits a response to a request for proposal, request for bid, or request for quotation.
6. "RFP" shall mean a request or invitation for proposal, bid, or quotation, as applicable.

II. TERMS AND CONDITIONS RELATED TO REQUESTS FOR PROPOSALS

A. General Conditions

1. CSU reserves the right to amend or cancel an RFP prior to the date and time for the opening of proposals. CSU, in its sole discretion, reserves the right to accept or reject any and all proposals, in whole or in part, and to waive any technicality in any proposal submitted, and to accept any part of a proposal deemed to be in the best interest of CSU.
2. Proposals received from proposers debarred by the State of Connecticut will not be considered for award.
3. CSU does not commit to specific volumes of activity, nor does it guarantee the accuracy of statistical information provided in the RFP. Such information is supplied to proposers for reference only.
4. All responses to the RFP shall be and remain the sole property of CSU.
5. Each proposer shall bear all costs associated with proposer's response to an RFP, including, but not limited to, the costs of any presentation and/or demonstration required by CSU. In addition, answers or clarifications sought by CSU arising out of or in connection with the proposal shall be furnished by the proposer at the proposer's expense.
6. CSU reserves the right to negotiate, as it may deem necessary, with any or all of the proposers that submit proposals.
7. Any alleged oral agreement or arrangement made by any proposer with CSU or any employee thereof shall not be binding.

B. Submission of Proposals

1. Proposals must be submitted on forms supplied by CSU. Telephone, facsimile, or email proposals will not be accepted in response to an RFP.
2. The time and date proposals are to be received and opened are stated in each RFP issued by CSU. Proposals received in the applicable CSU purchasing department after the date and time specified in the RFP will be returned to the proposer unopened. Proposal amendments received by CSU after the time specified for opening of proposals shall not be considered.
3. All proposals must be addressed to the location designated in the RFP. Proposal envelopes must clearly state the proposal number as well as the date and time of the opening of the proposals, as stated in the RFP. The name and address of the proposer must appear in the upper left hand corner of the envelope.
4. Proposals must be computer prepared, typewritten or handwritten in ink. Proposals submitted in pencil will be rejected.
5. Proposers must answer all the questions set forth in the RFP using the outline and numbering scheme set forth therein. Proposers must furnish all information requested in the RFP and supply all materials required for consideration. Failure of the proposer to answer all questions and supply all information and materials requested may be grounds for rejection of the proposal.
6. All proposals must be signed by a person duly authorized to sign proposals on behalf of the proposer. All signatures on the proposal must be original. Proposals bearing stamp signatures will be rejected. Unsigned proposals will be rejected.
7. Alterations or corrections to the proposal must be initialed by the person signing the proposal or his or her authorized designee. All initials on alterations or corrections to the proposal must be original. In the event that an authorized designee initials an alteration or correction, the proposer must submit a written authorization from the proposal's signatory to the authorized designee, authorizing the designee to make the alteration or correction. Failure to submit such an authorization shall result in rejection of proposal as to those items altered or corrected and not initialed.
8. Conditional proposals are subject to rejection in whole or in part, in the sole discretion of CSU. A conditional proposal is defined as one that limits, modifies, expands or supplements any of the terms and conditions and/or specifications of the RFP.
9. Alternate proposals will not be considered by CSU, unless otherwise noted on the RFP or on the proposal form. An alternate proposal is defined as one that is submitted in addition to the proposer's primary response to the RFP.
10. CSU does not sponsor any one manufacturer's products, but lists equipment by name and model number to designate the quality and performance level desired. Proposers may propose substitutes similar in nature to the equipment specified. The substitute must, in the sole determination of CSU, be equal in quality, durability, appearance, strength and design to the equipment or product specified in the RFP, or offer a clear advantage to CSU because of improved or superior performance. All proposals including equipment or product substitutes must be accompanied with current descriptive literature on, and data substantiating, the equal or superior nature of the substitute. All final decisions concerning substitutes will be made by CSU prior to any award. The word substitute shall not be construed to permit substantial departure from the detailed requirements of the specifications.
11. Each proposer's prices must be firm for a period up to 120 days from date of the opening of proposals. Prices must be extended in decimal, not fraction, must be net, and must include transportation and delivery charges, fully prepaid by the contractor, to the destination specified in the proposal, and subject only to cash discount.
12. Pursuant to Section 12-412 of the Connecticut General Statutes, the State of Connecticut is exempt from the payment of excise, transportation and sales taxes imposed by the Federal Government and/or the State. Accordingly, such taxes must not be included in proposal prices.
13. If there is a discrepancy between a unit price and an extended price, the unit price will govern.

14. By submitting a proposal, the proposer asserts that the offer and information contained therein is in all respects fair and without collusion or fraud and was not made in connection with any competing proposer's submission of a separate response to the RFP. By submitting a proposal, the proposer further asserts that it neither participated in the formation of CSU's solicitation development process nor had any knowledge of the specific contents of the RFP prior to its issuance, and that no employee of CSU participated directly or indirectly in the preparation of the proposer's proposal.
15. It is the proposer's responsibility to check the website of the State of Connecticut Department of Administrative Services (www.das.state.ct.us/Purchase/Portal/Portal_Home.asp) for changes prior to the proposal opening. It is the responsibility of the proposer to obtain all information related to proposal submission including, without limitation, any and all addenda or supplements required.
16. Any person contemplating submitting a proposal who is in doubt as to the true meaning of, or is in need of clarification of, any part of the RFP or the specifications set forth therein, must submit a written request for clarification to CSU. The proposer may rely only upon a response to a request for clarification set forth in writing by CSU.
17. Proposals for the provision of services must include the cost of obtaining all permits, licenses, and notices required by the city or town in which the services is to be provided, and the State and Federal governments..
18. Each proposer must complete and submit with its proposal the following non-discrimination and affirmative action forms: the Notification to Proposers, Contract Compliance, and EEO-1. It shall not be sufficient to declare or state that such forms are on file with the State of Connecticut. Failure to include the required forms shall result in rejection of the proposal.

C. Samples

1. Samples, when required by the RFP, must be submitted strictly in accordance with the requirements of the RFP.
2. Any and all required samples shall be furnished by the proposer at no cost to CSU. All samples, unless otherwise indicated, will become the property of CSU and will not be returned to the proposer unless the proposer states in the proposal that the sample's return is requested. A sample will be returned on the request of the proposer if the sample has not been rendered useless or beyond its useful life. The proposer must pay the costs associated with the return of any sample. Samples may be held by CSU for comparison with actual product deliveries.
3. The making of chemical and physical tests of samples submitted with proposals shall be made in the manner prescribed by CSU.

D. Bonding Requirements / Guaranty or Surety Not required by this RFP

III. CONTRACT AWARD

1. All proposals properly submitted will be opened and read publicly. Upon award, the proposals are subject to public inspection. CSU will not prepare abstracts of proposals received for distribution, nor will information concerning the proposals received be conveyed by telephone.
2. Award will be made to the lowest responsible qualified proposer who complies with the proposal requirements. Price alone need not be the sole determining factor for an award. Other criteria, listed in the RFP, may be considered by CSU in the award determination.
3. CSU reserves the right to grant an award and/or awards by item, or part thereof, groups of items, or all items of the proposal and to waive minor irregularities and omissions if, in CSU's judgment, the best interests of CSU or the State of Connecticut will be served.
4. CSU reserves the right to correct inaccurate awards resulting from its administrative errors.
5. The Award Notice and Offer (to enter into a formal contract) shall be sent to the awarded proposer by first class certified mail, return receipt requested, to the address provided in the awarded proposal, or by overnight courier. The Notice and Offer shall constitute an offer by CSU to enter into negotiations to come to a formal contract agreement. If the proposer, within ten (10) business days of receipt of said Notice and Offer, declines to begin contract negotiations, then the offer to negotiate a contract may be withdrawn and an offer to negotiate a contract extended to the next lowest responsible qualified proposer, and so on until a contract is negotiated and executed.
6. Each proposal submitted shall constitute an offer by the proposer to furnish any or all of the commodities or services described therein at the prices given and in accordance with conditions set forth in the proposal, the RFP, and these "Standard Terms and Conditions." Acceptance and resulting contract formation shall be in a formal written document authorized by CSU's Purchasing Department and where applicable, approved by the Attorney General, and shall comprise the entire agreement between the proposer and CSU.

IV. TERMS AND CONDITIONS RELATED TO CONTRACT WITH SUCCESSFUL PROPOSER

By submitting a response to the RFP, the proposer agrees that any contract negotiated between it (if the successful proposer), as contractor, and CSU may contain the following provisions, as deemed applicable by CSU:

A. General Conditions

1. Any product developed and accepted by CSU under a contract awarded as a result of an RFP shall be sole property of CSU, unless stated otherwise in the contract.
2. Data collected or obtained by the contractor in connection with the performance of the contract shall not be shared with any third party without the express written approval of CSU.
3. The contractor shall defend, indemnify and hold harmless CSU, its officers and employees, against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, monetary loss, interest, attorney's fees, costs and expenses of whatsoever kind or nature arising out of the performance of the agreement, including those arising out of injury to or death of contractor's employees or subcontractors, whether arising before, during or after completion of the services thereunder and in any manner directly or indirectly caused, occasioned or contributed to in whole or in part, by reason of any act, omission, fault or negligence of contractor or its employees, agents or subcontractors. Without limiting the foregoing, the contractor shall defend, indemnify and hold CSU and the State of Connecticut harmless from liability of any kind for the use of any copyright or un-copyrighted composition, secret process, patented or unpatented invention furnished or used in the performance of the contract. This indemnification shall be in addition to the warranty obligations of the contractor and shall survive the termination or cancellation of the contract or any part thereof.
4. The contractor shall: (i) guarantee its products against defective materials and workmanship; (ii) repair damage of any kind, for which it is responsible, to CSU's premises or equipment, to its own work or to the work of other contractors; (iii) obtain and pay for all applicable licenses, permits, and notices; (iv) give all notices and comply with all requirements of the municipality in which the service is to be provided and of the State and federal governments; and (v) carry proper and sufficient insurance to protect the State from loss.
5. The contract shall be interpreted and governed by the laws of the State of Connecticut, without regard to its principles of conflicts of laws.
6. The contractor agrees that it shall be subject to and abide by all applicable federal and state laws and regulations.
7. The contractor agrees that it shall comply with Section 4a-60 of the Connecticut General Statutes and with Executive Orders Nos. 3, 16, 17 and 7B.
8. The contractor agrees that the sole and exclusive means for the presentation of any claim against the State of Connecticut, the Connecticut State University or the Board Of Trustees arising from a contract with CSU, shall be in accordance with the provisions of Chapter 53 of the Connecticut General Statutes (Claims Against the State) and that no additional legal proceedings will be initiated in any state or federal court in addition to, or in lieu of, said Chapter 53 proceedings.
9. The contractor agrees that CSU shall have and retain sole and exclusive right and title in and to the forms, maps, and/or materials produced for CSU pursuant to the contract, including all rights to use, distribute, sell, reprint, or otherwise dispose of same. The contractor further agrees that it shall not copyright, register, distribute, or claim any rights in or to said maps and/or materials or the work produced under the contract.
10. The contractor or subcontractor, as applicable, shall offer and agree to assign to CSU all rights, title and interest in and to all causes of action it may have under Section 4 of the Clayton Act, 15 U.S.C. 15, or under Chapter 624 of the general statutes, arising from the purchase of services, property or intangibles of any kind pursuant to a public purchase contract or subcontract; such assignment shall be made and become effective at the time the contract is executed by the parties, without further acknowledgment by them.

11. The contractor shall not assign or otherwise dispose of the contract or its right, title or interest therein, or its power to execute such contract, to any other person without the prior written consent of CSU.
12. CSU reserves the right to inspect commodities for conformance with proposal specifications. When commodities are rejected by CSU, said commodities shall be removed by the contractor, at the contractor's expense, from the CSU premises within forty-eight (48) hours after notification of such rejection, unless public health and safety require immediate destruction or other disposal of such rejected delivery. Rejected items left longer than forty-eight (48) hours shall be considered abandoned by the contractor and CSU shall have the right to dispose of them as its own property.
13. If any provision, term or condition of the contract is prohibited, invalid, or unenforceable then that provision, term or condition shall be ineffective to the extent of the prohibition, invalidity, or prohibition without invalidating the remaining provisions, terms and conditions unless it materially alters the nature or intent thereof.
14. Should the terms of any purchase order or invoice issued in connection with the contract conflict with the terms of the contract, the terms of the contract shall prevail.
15. Failure of the contractor to deliver commodities or perform services as specified in the contract will constitute authority for CSU to purchase these commodities or services on the open market. The contractor shall promptly reimburse CSU for excess costs incurred by CSU due to these purchases, and these purchases shall be deducted by CSU from the quantities contracted for.
16. No right or duty, in whole or in part, of the contractor under the contract may be assigned or delegated without the prior written consent of CSU. The subcontracting or assignment of any of contractor's obligations under the contract to a subcontractor shall require the prior written approval of CSU.
17. Upon termination of the contract by CSU, the contractor shall both immediately discontinue all services (unless the notice directs otherwise) and deliver to CSU all data, drawings, specifications, reports, estimates, summaries, and such other information and materials as may have been accumulated by the contractor in performing its duties under the contract, whether completed or in progress. All such documents, information, and materials shall become the property of CSU.
18. The State of Connecticut shall assume no liability for payment for services under the terms of the contract until the contractor is notified that the contract has been accepted by CSU and, if applicable, approved by the Office of Policy and Management ("OPM") or the Department of Administrative Services ("DAS") and by the Attorney General of the State of Connecticut.

B. Insurance Does not apply to this RFP

C. Bonds Does not apply for this RFP

D. Delivery

1. Unless otherwise specified in the proposal, all products and equipment delivered pursuant to the contract shall be new and shall include any and all manufacturer's warranties.
2. Delivery shall be to the point specified in the contract.
3. All deliveries shall display, in plain sight, any related Purchase Order or Reference/Delivery Number. Failure to display said number may cause the shipment to be rejected and returned at the contractor's expense.
4. All deliveries shall be in compliance with Sections 22a-194 to 22a-194g of the Connecticut General Statutes related to product packaging.
5. Deliveries shall be subject to reweighing on official sealed scales designated by the State and payment shall be made on the basis of net weight of materials received.
6. Payment terms are net forty-five (45) days after receipt of goods or invoice, whichever is later. State of Connecticut certified small or minority contractors are payable under terms net thirty (30) days.
7. Monies owed to CSU or the Department of Revenue Services (DRS) by the contractor shall be deducted from current obligations.

E. Inspection and Tests

1. The inspection of all commodities and the making of chemical and physical tests of samples of deliveries to determine whether or not the contract specifications are being complied with shall be made in the manner prescribed by CSU.
2. Any item that fails in any way to meet the terms or specifications set forth in the contract is subject to be paid for at an adjusted price or rejected, in the discretion of CSU.
3. After delivery and installation of any equipment provided pursuant to the contract, the contractor shall certify to CSU that the equipment has been properly installed and is ready for use. Thereafter, for a test period of sixty (60) days, CSU shall operate the system in accordance with its normal operating practices. The acceptance test shall determine if the equipment's operating characteristics meet the performance standards set forth in the contract.

F. Advertising

Reference by the contractor to sales to CSU for advertising and promotional purposes without the prior approval of CSU shall be expressly prohibited.

Instructions to Bidders

1. Proposers or their representatives may be present at RFP openings.
2. The CSU Finance Department reserves the right to amend and/or cancel the RFP invitation prior to the time and date of the opening.
3. The CSU Finance Department reserves the right to correct any award erroneously made as a result of a clerical error on out part.
4. CSU will appreciate your assistance in making a careful study of the specifications and proposal for the purpose of offering suggestions as to contract period, quantities, purchasing terms, detailed specifications, trade customs, etc. which you believe to be in the best interest of CSU and the state. Suggestions or comments will be considered up to five (5) days prior to the date of opening indicated in the RFP invitation. In replying will you kindly refer to the RFP number. If no suggestions or comments are offered, the signing of the proposal shall indicate your approval of these forms in their present content.

Contract Provisions

This contract is subject to the provisions of Executive Order No. Three of Governor Thomas J. Meskill promulgated June 16, 1971 and the provisions of Executive Order No. Seventeen of Governor Thomas J. Meskill promulgated February 15, 1973, as well as the provisions of Executive Order No. 16 of Governor John G. Rowland promulgated August 4, 1999.

All purchases will be in compliance with Public Act 89-227. Effective January 1, 1991 no product shall be shipped or packaged in POLYSTYRENE FOAM if such foam is manufactured using any "controlled substances", as defined under Annex A, Group 1 of the Montreal Protocol on Substances that deplete the Ozone Layer.

Non-Discrimination

4a-60. Nondiscrimination and affirmative action provisions in contracts of the state and political subdivisions other than municipalities.

(a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions: (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the state of Connecticut. The contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved; (2) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission; (3) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the contractor agrees to comply with each provision of this section and sections 46a-68e and 46a-68f and with each regulation or relevant order issued by said commission pursuant to sections 46a-56, 46a-68e and 46a-68f; (5) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor as relate to the provisions of this section and section 46a-56. If the contract is a public works contract, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works project.

(b) For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one per cent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) Who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n; and "good faith" means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

(c) Determination of the contractor's good faith efforts shall include but shall not be limited to the following factors: The contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

(d) The contractor shall develop and maintain adequate documentation, in a manner prescribed by the commission, of its good faith efforts.

(e) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

4a-60a. Contracts of the state and political subdivisions, other than municipalities, to contain provisions re nondiscrimination on the basis of sexual orientation.

(a) Every contract to which the state or any political subdivision of the state other than a municipality is a party shall contain the following provisions: (1) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or of the state of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to section 46a-56; (4) the contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the contractor which relate to the provisions of this section and section 46a-56.

(b) The contractor shall include the provisions of subsection (a) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56; provided, if such contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the state of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

**CONNECTICUT STATE UNIVERSITY
39 WOODLAND STREET
HARTFORD, CT 06105-2337**

CHECK LIST

This form need not be returned with your proposal. It is suggested that you review and check off each action as you complete it.

- 1. The form BO-1 has been signed by a duly authorized representative of the company (unsigned proposals are automatically rejected).
- 2. The prices you have offered have been reviewed and verified.
- 3. The price extensions and totals have been checked. (In case of discrepancy between unit prices and total prices, the unit price will govern the evaluation).
- 4. The Employment Information Form EEO-1 has been completed and submitted with the bid.
- 5. The payment terms are net 45 days. Net terms for periods less than 45 days may result in bid rejection. (You may offer cash discounts for prompt payment).
- 6. Any technical or descriptive literature, drawings or samples that are required have been included with the proposal.
- 7. Any addenda to the Request For Proposal have been signed and included.
- 8. The envelope has been addressed to:
Finance Department
Connecticut State University
39 Woodland Street
Hartford CT 06105-2337
- 9. The envelope has been clearly marked with the RFP number and opening date.
- 10. If additional copies are required as part of your response, make sure the original is clearly marked.
- 11. The proposal is mailed or hand-delivered in time to be received no later than the designated opening date and time. Late responses are **NOT** accepted under any circumstances. Faxed responses are not accepted. Please allow enough time if mailing your proposal.

**COMMISSION ON HUMAN RIGHTS AND OPPORTUNITIES
CONTRACT COMPLIANCE REGULATIONS
NOTIFICATION TO BIDDERS**

The contract to be awarded is subject to contract compliance requirements mandated by Sections 4a-60 and 4a-60a of the Connecticut General Statutes; and, when the awarding agency is the State, Sections 46a-71(d) and 46a-81i(d) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at Section 46a-68j-21 through 43 of the Regulations of Connecticut State Agencies, which establish a procedure for awarding all contracts covered by Sections 4a-60 and 46a-71(d) of the Connecticut General Statutes.

According to Section 46a-68j-30(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to “aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials.” “Minority business enterprise” is defined in Section 4a-60 of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: “(1) Who are active in daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of Section 32-9n.” “Minority” groups are defined in Section 32-9n of the Connecticut General Statutes as “(1) Black Americans . . . (2) Hispanic Americans . . . (3) persons who have origins in the Iberian Peninsula . . . (4) Women . . . (5) Asian Pacific Americans and Pacific Islanders; (6) American Indians . . .” An individual with a disability is also a minority business enterprise as provided by Section 4a-60g of the Connecticut General Statutes. The above definitions apply to the contract compliance requirements by virtue of Section 46a-68j-21(11) of the Contract Compliance Regulations.

The awarding agency will consider the following factors when reviewing the bidder’s qualifications under the contract compliance requirements:

- (a) the bidder’s success in implementing an affirmative action plan;
- (b) the bidder’s success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 of the Administrative Regulations of Connecticut State Agencies, inclusive;
- (c) the bidder’s promise to develop and implement a successful affirmative action plan;
- (d) the bidder’s submission of employment statistics contained in the “Employment Information Form”, indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and
- (e) the bidder’s promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 46a-68j-30(10)(E) of the Contract Compliance Regulations.

INSTRUCTIONS AND OTHER INFORMATION

The following BIDDER CONTRACT COMPLIANCE MONITORING REPORT must be completed in full, signed, and submitted with the bid for this contract. The contract awarding agency and the Commission on Human Rights and Opportunities will use the information contained thereon to determine the bidders compliance to Sections 4a-60 and 4a-60a CONN. GEN. STAT., and Sections 46a-68j-23 of the Regulations of Connecticut State Agencies regarding equal employment opportunity, and the bidders A good faith efforts to include minority business enterprises as subcontractors and suppliers for the work of the contract.

1) **Definition of Small Contractor**

Section 4a-60g CONN. GEN. STAT. defines a small contractor as a company that has been doing business under the same management and control and has maintained its principal place of business in Connecticut for a one year period immediately prior to its application for certification under this section, had gross revenues not exceeding ten million dollars in the most

recently completed fiscal year, and at least fifty-one percent of the ownership of which is held by a person or persons who are active in the daily affairs of the company, and have the power to direct the management and policies of the company, except that a nonprofit corporation shall be construed to be a small contractor if such nonprofit corporation meets the requirements of subparagraphs (A) and (B) of subdivision 4a-60g CONN. GEN. STAT.

<p>MANAGEMENT: Managers plan, organize, direct, and control the major functions of an organization through subordinates who are at the managerial or supervisory level. They make policy decisions and set objectives for the company or departments. They are not usually directly involved in production or providing services. Examples include top executives, public relations managers, managers of operations specialties (such as financial, human resources, or purchasing managers), and construction and engineering managers.</p> <p>BUSINESS AND FINANCIAL OPERATIONS: These occupations include managers and professionals who work with the financial aspects of the business. These occupations include accountants and auditors, purchasing agents, management analysts, labor relations specialists, and budget, credit, and financial analysts.</p> <p>COMPUTER SPECIALISTS: Professionals responsible for the computer operations within a company are grouped in this category. Examples of job titles in this category include computer programmers, software engineers, database administrators, computer scientists, systems analysts, and computer support specialists</p> <p>ARCHITECTURE AND ENGINEERING: Occupations related to architecture, surveying, engineering, and drafting are included in this category. Some of the job titles in this category include electrical and electronic engineers, surveyors, architects, drafters, mechanical engineers, materials engineers, mapping technicians, and civil engineers.</p> <p>OFFICE AND ADMINISTRATIVE SUPPORT: All clerical-type work is included in this category. These jobs involve the preparing, transcribing, and preserving of written communications and records; collecting accounts; gathering and distributing information; operating office machines and electronic data processing equipment; and distributing mail. Job titles listed in this category include telephone operators, payroll clerks, bill and account collectors, customer service representatives, files clerks, dispatchers, shipping clerks, secretaries and administrative assistants, computer operators, mail clerks, and stock clerks.</p>	<p>BUILDING AND GROUNDS CLEANING AND MAINTENANCE: This category includes occupations involving landscaping, housekeeping, and janitorial services. Job titles found in this category include supervisors of landscaping or housekeeping, janitors, maids, grounds maintenance workers, and pest control workers.</p> <p>CONSTRUCTION AND EXTRACTION: This category includes construction trades and related occupations. Job titles found in this category include boilermakers, masons (all types), carpenters, construction laborers, electricians, plumbers (and related trades), roofers, sheet metal workers, elevator installers, hazardous materials removal workers, paperhangers, and painters. Paving, surfacing, and tamping equipment operators; drywall and ceiling tile installers; and carpet, floor and tile installers and finishers are also included in this category. First line supervisors, foremen, and helpers in these trades are also grouped in this category..</p> <p>INSTALLATION, MAINTENANCE AND REPAIR: Occupations involving the installation, maintenance, and repair of equipment are included in this group. Examples of job titles found here are heating, ac, and refrigeration mechanics and installers; telecommunication line installers and repairers; heavy vehicle and mobile equipment service technicians and mechanics; small engine mechanics; security and fire alarm systems installers; electric/electronic repair, industrial, utility and transportation equipment; millwrights; riggers; and manufactured building and mobile home installers. First line supervisors, foremen, and helpers for these jobs are also included in the category.</p> <p>MATERIAL MOVING WORKERS: The job titles included in this group are Crane and tower operators; dredge, excavating, and lading machine operators; hoist and winch operators; industrial truck and tractor operators; cleaners of vehicles and equipment; laborers and freight, stock, and material movers, hand; machine feeders and offbearers; packers and packagers, hand; pumping station operators; refuse and recyclable material collectors; and miscellaneous material moving workers.</p>
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3) Definition of Racial and Ethnic Terms (as used in Part IV Bidder Employment Information)

<p><u>White</u> (not of Hispanic Origin)- All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.</p> <p><u>Black</u>(not of Hispanic Origin)- All persons having origins in any of the Black racial groups of Africa.</p> <p><u>Hispanic</u>- All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.</p>	<p><u>Asian or Pacific Islander</u>- All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes China, India, Japan, Korea, the Philippine Islands, and Samoa.</p> <p><u>American Indian or Alaskan Native</u>- All persons having origins in any of the original peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.</p>
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BIDDER CONTRACT COMPLIANCE MONITORING REPORT

PART I - Bidder Information

(Page 3)

Company Name Street Address City & State Chief Executive	Bidder Federal Employer Identification Number _____ Or Social Security Number _____
Major Business Activity (brief description)	Bidder Identification (response optional/definitions on page 1) -Bidder is a small contractor. Yes__ No__ -Bidder is a minority business enterprise Yes__ No__ (If yes, check ownership category) Black__ Hispanic__ Asian American__ American Indian/Alaskan Native__ Iberian Peninsula__ Individual(s) with a Physical Disability__ Female__
Bidder Parent Company (If any)	- Bidder is certified as above by State of CT Yes__ No__
Other Locations in Ct. (If any)	- DAS Certification Number _____

PART II - Bidder Nondiscrimination Policies and Procedures

1. Does your company have a written Affirmative Action/Equal Employment Opportunity statement posted on company bulletin boards? Yes__ No__	7. Do all of your company contracts and purchase orders contain non-discrimination statements as required by Sections 4a-60 & 4a-60a Conn. Gen. Stat.? Yes__ No__
2. Does your company have the state-mandated sexual harassment prevention in the workplace policy posted on company bulletin boards? Yes__ No__	8. Do you, upon request, provide reasonable accommodation to employees, or applicants for employment, who have physical or mental disability? Yes__ No__
3. Do you notify all recruitment sources in writing of your company's Affirmative Action/Equal Employment Opportunity employment policy? Yes__ No__	9. Does your company have a mandatory retirement age for all employees? Yes__ No__
4. Do your company advertisements contain a written statement that you are an Affirmative Action/Equal Opportunity Employer? Yes__ No__	10. If your company has 50 or more employees, have you provided at least two (2) hours of sexual harassment training to all of your supervisors? Yes__ No__ NA__
5. Do you notify the Ct. State Employment Service of all employment openings with your company? Yes__ No__	11. If your company has apprenticeship programs, do they meet the Affirmative Action/Equal Employment Opportunity requirements of the apprenticeship standards of the Ct. Dept. of Labor? Yes__ No__ NA__
6. Does your company have a collective bargaining agreement with workers? Yes__ No__ 6a. If yes, do the collective bargaining agreements contain non-discrimination clauses covering all workers? Yes__ No__	12. Does your company have a written affirmative action Plan? Yes__ No__ If no, please explain.

TOTALS ABOVE											
Total One Year Ago											
FORMAL ON THE JOB TRAINEES (ENTER FIGURES FOR THE SAME CATEGORIES AS ARE SHOWN ABOVE)											
Apprentices											
Trainees											

PART V - Bidder Hiring and Recruitment Practices

1. Which of the following recruitment sources are used by you? (Check yes or no, and report percent used)				2. Check (X) any of the below listed requirements that you use as a hiring qualification (X)		3. Describe below any other practices or actions that you take which show that you hire, train, and promote employees without discrimination	
SOURCE	YES	NO	% of applicants provided by source				
State Employment Service				Work Experience			
Private Employment Agencies				Ability to Speak or Write English			
Schools and Colleges				Written Tests			
Newspaper Advertisement				High School Diploma			
Walk Ins				College Degree			
Present Employees				Union Membership			
Labor Organizations				Personal Recommendation			
Minority/Community Organizations				Height or Weight			
Others (please identify)				Car Ownership			
				Arrest Record			
				Wage Garnishments			

Certification (Read this form and check your statements on it CAREFULLY before signing). I certify that the statements made by me on this BIDDER CONTRACT COMPLIANCE MONITORING REPORT are complete and true to the best of my knowledge and belief, and are made in good faith. I understand that if I knowingly make any misstatements of facts, I am subject to be declared in non-compliance with Section 4a-60, 4a-60a, and related sections of the CONN. GEN. STAT.

(Signature)	(Title)	(Date Signed)	(Telephone)
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- Deliver to Southern Connecticut State University
501 Crescent Street, New Haven, CT 06510

Quantity 32

Base Unit:	Latitude D620, Intel Core 2 Duo T7200, 2.00GHz, 667Mhz 4M L2 Cache, Dual Core (222-5570)
Processor:	14.1 inch Wide Screen WXGA+ LCD for Latitude D620 (320-4573)
Memory:	1.0GB, DDR2-533 SDRAM, 2 DIMM for Dell Latitude Notebooks (311-5677)
Keyboard:	Internal English Keyboard for Latitude Notebooks (310-7270)
Video Card:	Intel Integrated Graphics Media Accelerator 950 Latitude D620 (320-4575)
Hard Drive:	80GB Hard Drive 9.5MM, 7200RPMfor Dell Latitude DX20 (341-2980)
Hard Drive Controller:	Standard Touchpad for LatitudeD620 (310-7268)
Floppy Disk Drive:	No Floppy Drive for Latitude D-Family Notebooks (340-8854)
Operating System:	Windows XP Professional, SP2 with media, for Latitude English, Factory Installed (420-4790)
NIC:	Dell Wireless 350 Bluetooth Module for Latitude (430-1487)
TBU:	65W AC Adapter for Latitude D-Family (310-7283)
CD-ROM or DVD-ROM Drive:	8X DVD+/-RW w/ Roxio Creator Dell Edition Digital Media and Cyberlink Power DVD, no media, for Latitude D Fam (313-3884)
Processor Cable:	Intel 3945 WLAN (802.11a/g) mini Card for Latitude (430-1961)
Bundled Software:	Intel Centrino Core Duo Processor (310-8314)
Software Disk Two:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Feature	9-Cell/85 WHr Primary Battery for Latitude D620 (312-0379)
Feature	Classic Nylon Carrying Case for Dell Latitude D-Family Notebooks (310-7276)
Service:	CompleteCare Accidental DamageSvc, Lat, 4Yr , 1-800-624-9896 (960-0399)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (984-7977)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, Initial Year (980-0880)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (984-7978)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, 3YR Extended (950-5333)
Misc:	NTFS File System,Factory Install (420-3699)
	Type 14 - Keep Your Hard Drive, 4 Years (960-2589)
	Upon receipt of PC, Go to www.dellvistaupgrade.com to redeemVista upgrade by 03/31/2007 (310-8590)
	No Express Upgrade to Windows Vista selected (420-6431)
	CFI,Lock,Security,Kens,64068F Factory Install (364-9793)
	CFI,Integration Fee, Documentation Box (365-2300)

2. Deliver to Southern Connecticut State University
 501 Crescent Street, New Haven, CT 06510

Quantity 7

Base Unit:	OptiPlex 745 Ultra Small Form Factor,Core 2 Duo E6400/ 2.13GHz,2M,1066FSB (222-5922)
Processor:	NTFS File System,Factory Install (420-3699)
Memory:	2.0GB,Non-ECC,667MHz DDR 2x1GB,OptiPlex 745 (311-5042)
Keyboard:	Dell USB Keyboard,No Hot Keys English,Black,Optiplex (310-8010)
Monitor:	Dell UltraSharp 1907FP Flat Panel with Height Adjustable Stand,19.0 Inch VIS,OptiPlex Precision and Latitude (320-4566)
Video Card:	Integrated Video,GMA3000,Dell OptiPlex 745 (320-5169)
Hard Drive:	160GB SATA 3.0Gb/s and 8MB Data Burst Cache,Dell OptiPlex320 and 745 (341-4216)
Floppy Disk Drive:	No Floppy Drive, Dell OptiPlex745 Ultra Small Form Factor (341-3912)
Operating System:	Windows XP Professional x64 with Media,Dell OptiPlex 745, English,Factory Install (420-6355)
Mouse:	Dell USB Premium Optical 5-Button Mouse,Black,OptiPlex (310-8218)
TBU:	RoHS Compliant Lead Free Chassis and Motherboard,Dell OptiPlex (464-1131)
CD-ROM or DVD-ROM Drive:	8X DVD+/-RW,D-Module,OptiPlex 745,Ultra Small Form Factor (313-4461)
Speakers:	Dell AS501 black Sound Bar forUltraSharp Flat Panel Displaysfor Optiplex, Precision, Latitude (313-4028)
Documentation Diskette:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Bundled Software:	You have chosen a Vista capable System (310-8324)
Factory Installed Software:	Energy Smart,Energy Star Labeling,EIST for OptiPlex (if applicable) (310-8344)
Feature	Cyberlink Power DVD and Roxio Digital Creator Dell Edition OptiPlex (420-5763)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, Initial Year (980-4900)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, 3YR Extended (950-9953)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (985-2497)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (985-2498)
Installation:	Standard On-Site Installation Declined (900-9987)
	Type 14 - Keep Your Hard Drive, 4 Years (960-2589)
	Mouse Pad (310-3559)

3. Deliver to Southern Connecticut State University
 501 Crescent Street, New Haven, CT 06510

Quantity 7

Base Unit:	OptiPlex 745 Ultra Small Form Factor,Core 2 Duo E6400/ 2.13GHz,2M,1066FSB (222-5922)
Processor:	NTFS File System,Factory Install (420-3699)
Memory:	1.0GB,Non-ECC,533MHz DDR2 2x512,OptiPlex 745 and 210L (311-5649)
Keyboard:	Dell USB Keyboard,No Hot Keys English,Black,Optiplex (310-8010)
Monitor:	Dell 17 Inch UltraSharp 1707FPFlat Panel and All in One Stand,OptiPlex 745 Ultra SmallForm Factor (320-4968)
Video Card:	Integrated Video,GMA3000,Dell OptiPlex 745 (320-5169)
Hard Drive:	80GB SATA 3.0Gb/s and 8MB DataBurst Cache,Dell OptiPlex 320 and 745 (341-4214)
Floppy Disk Drive:	No Floppy Drive, Dell OptiPlex745 Ultra Small Form Factor (341-3912)
Operating System:	Windows XP Professional x64 with Media,Dell OptiPlex 745, English,Factory Install (420-6355)
Mouse:	Dell USB Premium Optical 5-Button Mouse,Black,OptiPlex (310-8218)
TBU:	RoHS Compliant Lead Free Chassis and Motherboard,Dell OptiPlex (464-1131)
CD-ROM or DVD-ROM Drive:	8X DVD+/-RW,D-Module,OptiPlex 745,Ultra Small Form Factor (313-4461)
Speakers:	Dell AS501 black Sound Bar forUltraSharp Flat Panel Displaysfor Optiplex, Precision, Latitude (313-4028)
Documentation Diskette:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Bundled Software:	You have chosen a Vista capable System (310-8324)
Factory Installed Software:	Energy Smart,Energy Star Labeling,EIST for OptiPlex (if applicable) (310-8344)
Feature	Cyberlink Power DVD and Roxio Digital Creator Dell Edition OptiPlex (420-5763)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, Initial Year (980-4900)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, 3YR Extended (950-9953)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (985-2497)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (985-2498)
Installation:	Standard On-Site Installation Declined (900-9987)
	Type 14 - Keep Your Hard Drive, 5 Years (960-2588)

4. Deliver to Southern Connecticut State University
501 Crescent Street, New Haven, CT 06510

Quantity 3

Base Unit:	OptiPlex 745 Minitower,Core 2 Duo E6700/2.66GHz,4M 1066FSB (222-5688)
Processor:	NTFS File System,Factory Install (420-3699)
Memory:	2GB,Non-ECC,800MHz DDR2,2X1GB OptiPlex 745 (311-6407)
Keyboard:	USB Enhanced Multimedia Keyboard,English,Black,Dell OptiPlex (310-8018)
Monitor:	Dell UltraSharp 1907FPV Flat Panel with Height Adjustable Stand,19.0 Inch VIS,Optiplex, Precision and Latitude (320-4976)
Video Card:	PCIe,256MB ATI Radeon X1300 Pro,VGA/DVI adapter,Dual Monitor,Dell OptiPlex 745 Minitower (320-4965)
Hard Drive:	160GB SATA 3.0Gb/s and 8MB Data Burst Cache,Dell OptiPlex320 and 745 (341-4216)
Floppy Disk Drive:	3.5 inch,1.44MB,Floppy Drive Dell OptiPlex 320 and 745 Desktop or Minitower (341-3840)
Operating System:	Windows XP Professional x64 with Media,Dell OptiPlex 745, English,Factory Install (420-6355)
Mouse:	Dell USB Premium Optical 5-Button Mouse,Black,OptiPlex (310-8218)
TBU:	RoHS Compliant Lead Free Chassis and Motherboard,Dell OptiPlex (464-1131)
CD-ROM or DVD-ROM Drive:	16X DVD+/-RW and 16X DVD,SATA Black,Roxio Creator Dell Edition,Dell OptiPlex 745 Minitower (313-4382)
Speakers:	Internal Chassis Speaker Option,Dell OptiPlex Minitower (313-3350)
Software	Optical Drive Enhancement Software, Cyberlink Power DVD and Roxio Creator Dell Edition CRCDE (420-5763)
Documentation Diskette:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Bundled Software:	You have chosen a Vista capable System (310-8324)
Controller Option:	1394 Controller Card,Dell OptiPlex 740/745/GX620/GX520 Small Desktop or Minitower Factory Install (341-1099)
Factory Installed Software:	Energy Smart,Energy Star Labeling,EIST for OptiPlex (if applicable) (310-8344)
Feature	PS2 Serial Port Adapter,Full Height,Dell OptiPlex 740,745 and GX620 Desktop or Minitower (310-6618)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, Initial Year (980-4900)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, 3YR Extended (950-9953)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (985-2497)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (985-2498)
Dirline:	GTS,Personal Systems,TechnicalSupport Letter (465-5281)
Dirline:	Gold Technical Support ServiceOptiplex, 4 Years, (902-1683)
Installation:	Standard On-Site Installation Declined (900-9987)
	Type 14 - Keep Your Hard Drive, 5 Years (960-2588)
	Mouse Pad (310-3559)

5. Deliver to Southern Connecticut State University
 501 Crescent Street, New Haven, CT 06510

Quantity 1

Base Unit:	OptiPlex 745 Minitower,Core 2 Duo E6400/2.13GHz,2M,1066FSB (222-5690)
Processor:	NTFS File System,Factory Install (420-3699)
Memory:	2.0GB,Non-ECC,667MHz DDR 2x1GB,OptiPlex 745 (311-5042)
Keyboard:	USB Enhanced Multimedia Keyboard,English,Black,Dell OptiPlex (310-8018)
Monitor:	Dell UltraSharp 1907FP Flat Panel with Height Adjustable Stand,19.0 Inch VIS,OptiPlex Precision and Latitude (320-4566)
Video Card:	PCle,256MB ATI Radeon X1300 Pro,VGA/DVI adapter,Dual Monitor,Dell OptiPlex 745 Minitower (320-4965)
Hard Drive:	250GB SATA 3.0Gb/s and 8MB Data Burst Cache,Dell OptiPlex745 (341-4217)
Floppy Disk Drive:	3.5 inch,1.44MB,Floppy Drive Dell OptiPlex 320 and 745 Desktop or Minitower (341-3840)
Operating System:	Windows XP Professional x64 with no Media,Dell OptiPlex 745,English,Factory Install (420-6356)
Mouse:	Dell USB Premium Optical 5-Button Mouse,Black,OptiPlex (310-8218)
TBU:	RoHS Compliant Lead Free Chassis and Motherboard,Dell OptiPlex (464-1131)
CD-ROM or DVD-ROM Drive:	16X DVD+/-RW and 48X CD-ROM Roxio Creator Dell Edition OptiPlex 745 Minitower (313-4380)
Speakers:	Dell AS501 black Sound Bar forUltraSharp Flat Panel Displaysfor Optiplex, Precision, Latitude (313-4028)
Documentation Diskette:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Bundled Software:	You have chosen a Vista capable System (310-8324)
Controller Option:	1394 Controller Card,Dell OptiPlex 740/745/GX620/GX520 Small Desktop or Minitower Factory Install (341-1099)
Factory Installed Software:	Energy Smart,Energy Star Labeling,EIST for OptiPlex (if applicable) (310-8344)
Feature	PS2 Serial Port Adapter,Full Height,Dell OptiPlex 740,745 and GX620 Desktop or Minitower (310-6618)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, Initial Year (980-4900)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, 3YR Extended (950-9953)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (985-2497)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (985-2498)
Installation:	Standard On-Site Installation Declined (900-9987)
	Dell UltraSharp 1907FP Flat Panel with Height Adjustable Stand,19.0 Inch VIS,OptiPlex Precision and Latitude (320-4566)

6. Deliver to Southern Connecticut State University
501 Crescent Street, New Haven, CT 06510

Quantity 1

Base Unit:	OptiPlex 745 Minitower,Core 2 Duo E6700/2.66GHz,4M 1066FSB (222-5688)
Processor:	NTFS File System,Factory Install (420-3699)
Memory:	2GB,Non-ECC,800MHz DDR2,2X1GB OptiPlex 745 (311-6407)
Keyboard:	Dell USB Keyboard,No Hot Keys English,Black,Optiplex (310-8010)
Monitor:	Dell UltraSharp 2007FP,Wide Flat Panel w/Height AdjustableStand,20.0 Inch VIS,OptiPlex Precision and Latitude (320-4686)
Video Card:	PCIe,256MB ATI Radeon X1300 Pro,VGA/DVI adapter,Dual Monitor,Dell OptiPlex 745 Minitower (320-4965)
Hard Drive:	80GB SATA 3.0Gb/s and 8MB DataBurst Cache,Dell OptiPlex 320 and 745 (341-4214)
Floppy Disk Drive:	3.5 inch,1.44MB,Floppy Drive Dell OptiPlex 320 and 745 Desktop or Minitower (341-3840)
Operating System:	Windows XP Professional x64 with Media,Dell OptiPlex 745, English,Factory Install (420-6355)
Mouse:	Dell USB Premium Optical 5-Button Mouse,Black,OptiPlex (310-8218)
TBU:	RoHS Compliant Lead Free Chassis and Motherboard,Dell OptiPlex (464-1131)
Software	Optical Drive Enhancement Software, Cyberlink Power DVD and Roxio Creator Dell Edition CRCDE (420-5763)
CD-ROM or DVD-ROM Drive:	16X DVD+/-RW and 16X DVD,SATA Black,Roxio Creator Dell Edition,Dell OptiPlex 745 Minitower (313-4382)
Speakers:	Dell AS501 black Sound Bar forUltraSharp Flat Panel Displaysfor Optiplex, Precision, Latitude (313-4028)
Resource CD	Resource CD contains Diagnostics and Drivers for 64 bit systems RCD64 (313-4464)
Bundled Software:	You have chosen a Vista capable System (310-8324)
Controller Option:	1394 Controller Card,Dell OptiPlex 740/745/GX620/GX520 Small Desktop or Minitower Factory Install (341-1099)
Factory Installed Software:	Energy Smart,Energy Star Labeling,EIST for OptiPlex (if applicable) (310-8344)
Feature	PS2 Serial Port Adapter,Full Height,Dell OptiPlex 740,745 and GX620 Desktop or Minitower (310-6618)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, Initial Year (980-4900)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, 3YR Extended (950-9953)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (985-2497)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (985-2498)
Installation:	Standard On-Site Installation Declined (900-9987)
	Type 14 - Keep Your Hard Drive, 4 Years (960-2589)
	Mouse Pad (310-3559)

7. Deliver to Southern Connecticut State University
501 Crescent Street, New Haven, CT 06510

Quantity 1

Base Unit:	OptiPlex 745 Minitower,Core 2 Duo E6400/2.13GHz,2M,1066FSB (222-5690)
Processor:	NTFS File System,Factory Install (420-3699)
Memory:	2.0GB,Non-ECC,667MHz DDR2 4x512,OptiPlex 745 (311-5043)
Keyboard:	USB Enhanced Multimedia Keyboard,English,Black,Dell OptiPlex (310-8018)
Monitor:	Dell UltraSharp 2007FP,Wide Flat Panel w/Height AdjustableStand,20.0 Inch VIS,OptiPlex Precision and Latitude (320-4686)
Video Card:	128MB ATI Radeon X1300 Graphics w/DVI and TV Out FullHeight,OptiPlex 320 and 745 Minitower (320-4931)
Hard Drive:	250GB SATA 3.0Gb/s and 8MB Data Burst Cache,Dell OptiPlex745 (341-4217)
Floppy Disk Drive:	3.5 inch,1.44MB,Floppy Drive Dell OptiPlex 320 and 745 Desktop or Minitower (341-3840)
Operating System:	Windows XP Professional x64 with Media,Dell OptiPlex 745, English,Factory Install (420-6355)
Mouse:	Dell USB Premium Optical 5-Button Mouse,Black,OptiPlex (310-8218)
TBU:	RoHS Compliant Lead Free Chassis and Motherboard,Dell OptiPlex (464-1131)
Software	Optical Drive Enhancement Software, Cyberlink Power DVD and Roxio Creator Dell Edition CRCDE (420-5763)
CD-ROM or DVD-ROM Drive:	16X DVD+/-RW and 16X DVD,SATA Black,Roxio Creator Dell Edition,Dell OptiPlex 745 Minitower (313-4382)
Speakers:	Dell AS501 black Sound Bar forUltraSharp Flat Panel Displaysfor Optiplex, Precision, Latitude (313-4028)
Documentation Diskette:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Bundled Software:	You have chosen a Vista capable System (310-8324)
Factory Installed Software:	Energy Smart,Energy Star Labeling,EIST for OptiPlex (if applicable) (310-8344)
Feature	PS2 Serial Port Adapter,Full Height,Dell OptiPlex 740,745 and GX620 Desktop or Minitower (310-6618)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, Initial Year (980-4900)
Service:	Type 3 Contract -Next BusinessDay Parts and Labor On-Site Response, 3YR Extended (950-9953)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (985-2497)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (985-2498)
Installation:	Standard On-Site Installation Declined (900-9987)
	Type 14 - Keep Your Hard Drive, 5 Years (960-2588)
	Mouse Pad (310-3559)

8. Deliver to Southern Connecticut State University
 501 Crescent Street, New Haven, CT 06510

Quantity 2

Base Unit:	Latitude D420, Intel Core Duo U2500, 1.20GHz ULV, 533Mhz 2M L2 Cache (222-4167)
Processor:	12.1 inch Wide Screen WXGA LCDfor Latitude D420 (320-4808)
Memory:	1.0GB, DDR2-533 SDRAM, 2 DIMMs (512MB Integrated) Latitude D420 (311-6048)
Keyboard:	Internal English Keyboard for Latitude D420 Notebooks (310-7924)
Video Card:	Intel Integrated Graphics Media Accelerator 950 Latitude D420 (320-4809)
Hard Drive:	80GB Hard Drive 8MM, 4200RPM for Latitude D420 (341-3595)
Floppy Disk Drive:	No Floppy Drive for Latitude D-Family Notebooks (340-8854)
Operating System:	Windows XP Professional, SP2 with media, for Latitude English, Factory Installed (420-4790)
NIC:	Dell Wireless 350 Bluetooth Module for Latitude D420 (430-1774)
TBU:	65W AC Adapter for Latitude D-Family (310-7283)
CD-ROM or DVD-ROM Drive:	MediaBase with 8X DVD+/-RW 9.5MM for Dell Latitude D420 (313-4241)
Processor Cable:	Dell Wireless 1390 WLAN (802.11g,54Mbps) Mini Card Latitude (430-1483)
Software Disk Two:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Feature	9-Cell/68 WHr Primary Battery for Dell Latitude D420 (312-0447)
Feature	Classic Nylon Carrying Case for Dell Latitude D-Family Notebooks (310-7276)
Service:	CompleteCare Accidental DamageSvc, Lat, 4Yr , 1-800-624-9896 (960-0399)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (984-6217)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, Initial Year (970-9270)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (984-6218)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, 3YR Extended (950-3483)
Misc:	NTFS File System,Factory Install (420-3699)
	Type 14 - Keep Your Hard Drive, 4 Years (960-2589)
	Upon receipt of PC, Go to www.dellvistaupgrade.com to redeemVista upgrade by 03/31/2007 (310-8590)
	No Express Upgrade to Windows Vista selected (420-6431)

9. Deliver to Southern Connecticut State University
501 Crescent Street, New Haven, CT 06510

Quantity 1

Base Unit:	Latitude D620, Intel Core 2 Duo T7200, 2.00GHz, 667Mhz 4M L2 Cache, Dual Core (222-5570)
Processor:	14.1 inch Wide Screen WXGA+ LCD for Latitude D620 (320-4573)
Memory:	2.0GB, DDR2-667 SDRAM, 2 DIMM for Dell Latitude Notebooks (311-5687)
Keyboard:	Internal English Keyboard for Latitude Notebooks (310-7270)
Video Card:	256MB NVIDIA Quadro NVS 110M TurboCache, Latitude D620 (320-4574)
Hard Drive:	100GB Hard Drive 9.5MM 7200RPM for Dell Latitude DX20 (341-2982)
Hard Drive Controller:	Standard Touchpad for LatitudeD620 (310-7268)
Floppy Disk Drive:	No Floppy Drive for Latitude D-Family Notebooks (340-8854)
Operating System:	Windows XP Professional, SP2 with media, for Latitude English, Factory Installed (420-4790)
Mouse:	Dell Black USB 2 Button Optical Mouse with Scroll for Latitude (310-8061)
NIC:	Dell Wireless 350 Bluetooth Module for Latitude (430-1487)
TBU:	90W AC Adapter for Latitude D-Family (310-7284)
CD-ROM or DVD-ROM Drive:	8X DVD+/-RW w/ Roxio Creator Dell Edition Digital Media and Cyberlink Power DVD, no media, for Latitude D Fam (313-3884)
Processor Cable:	Dell Wireless 1390 WLAN (802.11g,54Mbps) Mini Card for Latitude (430-1963)
Software Disk Two:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Feature	6-Cell/56 WHr Primary Battery Latitude D620 (312-0378)
Feature	Classic Nylon Carrying Case for Dell Latitude D-Family Notebooks (310-7276)
Service:	CompleteCare Accidental DamageSvc, Lat, 4Yr , 1-800-624-9896 (960-0399)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (984-7977)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, Initial Year (980-0880)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (984-7978)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, 3YR Extended (950-5333)
Misc:	NTFS File System,Factory Install (420-3699)
	Type 14 - Keep Your Hard Drive, 4 Years (960-2589)
	Upon receipt of PC, Go to www.dellvistaupgrade.com to redeemVista upgrade by 03/31/2007 (310-8590)
	No Express Upgrade to Windows Vista selected (420-6431)
	CFI,Lock,Security,Kens,64068F Factory Install (364-9793)
	CFI,Integration Fee, Documentation Box (365-2300)

10. Deliver to Southern Connecticut State University
501 Crescent Street, New Haven, CT 06510

Quantity 1

Base Unit:	Latitude D820, Intel Core 2 Duo T7400, 2.16GHz, 667Mhz 4M L2 Cache, Dual Core (222-5634)
Processor:	15.4 inch Wide Screen WUXGA LCD for Latitude D820 (320-4611)
Memory:	2.0GB, DDR2-667 SDRAM, 2 DIMM for Dell Latitude Notebooks (311-5687)
Keyboard:	Internal English Keyboard for Latitude Notebooks (310-7270)
Video Card:	256MB NVIDIA Quadro NVS 110M TurboCache, Latitude D820 (320-4612)
Hard Drive:	120GB Hard Drive 9.5MM 5400RPM for Dell Latitude DX20 (341-3511)
Hard Drive Controller:	Standard Touchpad for LatitudeD820 (310-7418)
Floppy Disk Drive:	No Floppy Drive for Latitude D-Family Notebooks (340-8854)
Operating System:	Windows XP Professional, SP2 with media, for Latitude English, Factory Installed (420-4790)
Mouse:	Dell Black USB 2 Button Optical Mouse with Scroll for Latitude (310-8061)
NIC:	Dell Wireless 350 Bluetooth Module for Latitude (430-1487)
TBU:	90W AC Adapter for Latitude D-Family (310-7284)
CD-ROM or DVD-ROM Drive:	8X DVD+/-RW w/ Roxio Creator Dell Edition Digital Media and Cyberlink Power DVD, no media, for Latitude D Fam (313-3884)
Processor Cable:	Intel 3945 WLAN (802.11a/g) mini Card for Latitude (430-1961)
Software Disk Two:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Feature	9-Cell/85 WHr Primary Battery for Latitude D820 (312-0390)
Service:	CompleteCare Accidental DamageSvc, Lat, 4Yr , 1-800-624-9896 (980-1509)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (984-7567)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, Initial Year (980-0450)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (984-7568)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, 3YR Extended (950-4613)
Misc:	NTFS File System,Factory Install (420-3699)
	D/Port, Port Replicator for Latitude D-Family, Factory Tied (310-7278)
	Dell, USB, Enhanced MultimediaKeyboard for Latitude Notebooks (310-7930)
	Type 14 - Keep Your Hard Drive, 4 Years (960-2589)
	Upon receipt of PC, Go to www.dellvistaupgrade.com to redeemVista upgrade by 03/31/2007 (310-8590)
	No Express Upgrade to Windows Vista selected (420-6431)
	CFI,Lock,Security,Kens,64068F Factory Install (364-9793)
	CFI,Integration Fee, Documentation Box (365-2300)

11. Deliver to Southern Connecticut State University
501 Crescent Street, New Haven, CT 06510

Quantity 7

Base Unit:	Latitude D620, Intel Core 2 Duo T7200, 2.00GHz, 667Mhz 4M L2 Cache, Dual Core (222-5570)
Processor:	14.1 inch Wide Screen WXGA+ LCD for Latitude D620 (320-4573)
Memory:	1.0GB, DDR2-667 SDRAM, 1 DIMM for Dell Latitude Notebooks (311-5686)
Keyboard:	Internal English Keyboard for Latitude Notebooks (310-7270)
Video Card:	256MB NVIDIA Quadro NVS 110M TurboCache, Latitude D620 (320-4574)
Hard Drive:	100GB Hard Drive 9.5MM 7200RPM for Dell Latitude DX20 (341-2982)
Hard Drive Controller:	Standard Touchpad for LatitudeD620 (310-7268)
Floppy Disk Drive:	No Floppy Drive for Latitude D-Family Notebooks (340-8854)
Operating System:	Windows XP Professional, SP2 with media, for Latitude English, Factory Installed (420-4790)
Mouse:	Dell Black USB 2 Button Optical Mouse with Scroll for Latitude (310-8061)
TBU:	90W AC Adapter for Latitude D-Family (310-7284)
CD-ROM or DVD-ROM Drive:	8X DVD+/-RW w/ Roxio Creator Dell Edition Digital Media and Cyberlink Power DVD, no media, for Latitude D Fam (313-3884)
Processor Cable:	Intel 3945 WLAN (802.11a/g) mini Card for Latitude (430-1961)
Software Disk Two:	No Resource CD for Dell Optiplex,Precision and Latitude Systems (313-3673)
Feature	9-Cell/85 WHr Primary Battery for Latitude D620 (312-0379)
Feature	Classic Nylon Carrying Case for Dell Latitude D-Family Notebooks (310-7276)
Service:	CompleteCare Accidental DamageSvc, Lat, 4Yr , 1-800-624-9896 (960-0399)
Service:	Dell Hardware Warranty Plus Onsite Service, Initial Year (984-7977)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, Initial Year (980-0880)
Service:	Dell Hardware Warranty Plus Onsite Service, Extended Year (984-7978)
Service:	Type 3 Contract - Next Business Day Parts and Labor On-Site Response, 3YR Extended (950-5333)
Misc:	NTFS File System,Factory Install (420-3699)
	D/Port, Port Replicator for Latitude D-Family, Factory Tied (310-7278)
	Type 14 - Keep Your Hard Drive, 4 Years (960-2589)
	Upon receipt of PC, Go to www.dellvistaupgrade.com to redeemVista upgrade by 03/31/2007 (310-8590)
	No Express Upgrade to Windows Vista selected (420-6431)
	CFI,Lock,Security,Kens,64068F Factory Install (364-9793)
	CFI,Integration Fee, Documentation Box (365-2300)

CSU-0287 Dell Computer Equipment
Pricing Summary Sheet
Please submit with Bid Package

<u>Item Number</u>	<u>Unit Price</u>	<u>Extended Price</u>
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		

Grand Total