

The Township of Douro-Dummer
Request for Quotation for the Supply, Delivery and Implementation of Laptop & Desktop Computers and 1 Server
Request for Quotation No. – 2010-Computers
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November 19, 2010

Name of Firm or Individual

Address

City

Province

Postal Code

Telephone No.

Fax No.

Name of Person Signing for Firm (Please Print)

Position of Person Signing for Firm

**DO NOT REMOVE ANY PAGES FROM THIS REQUEST FOR QUOTATION DOCUMENT.
FAILURE TO RETURN ALL PAGES WITH YOUR REQUEST FOR QUOTATION MAY
INVALIDATE YOUR BID.**

REQUEST FOR QUOTATION

The Township of Douro-Dummer is in the market to purchase 3 laptop computers, 10 desk top computers and 1 Server.

GENERAL DESCRIPTION

Supply, delivery and implementation of 3 laptop computers, 10 desktop computers and 1 server only new, brand name as described under applicable minimum requirements. Each laptop and desktop will be loaded with Windows 7 Professional and Microsoft Office 2010 Standard. The Township has a Select Agreement with Government Pricing with Microsoft.

We are looking for a Full Solution Implementation of Industry Standard Desk Tops, Laptops and Server.

CURRENT WORKING ENVIRONMENT

Server Base environment –

Server currently running MicroSoft Windows 2000, SQL Server 2005

Veritas Backup Exec – Version 10.0 Rev. 5484

12 Systems – 11 with XP, 1 Vista

Network Printers – HP LaserJet 4050N, HP LaserJet 4200tn, HP Color LaserJet CP3525dn, HP Color LaserJet 3700dn

Individual Office Printers – 2 of Epson Stylus CX3810, Epson Stylus C88+, HP LaserJet 4p, HP OfficeJet 5610-All-in-One

TIMING

Please review the information below and provide the Township with your written quote on the Request for Quotation Package on or before **12:00 noon, Friday, December 10, 2010**. The counter computer clock will be considered the official time or in the case of faxed documents the time printed on the documents from the fax machine or in the case of e-mailed documents the received time will be documented.

Expected date of delivery and implementation is **December 23rd**. This date can be negotiated.

All quotes delivered to 894 South St., Warsaw should be in a sealed envelope addressed to:

Darlene Heffernan Treasurer

RE: 2010-Computers

Township of Douro-Dummer

P.O. Box 92, 894 South Street

Warsaw, Ontario

KOL 3AO

705-652-8392, Ext. 203

Fax (705) 652-5044

E-mail- dheffernan@dourodummer.on.ca

Intended Use

The Computers and Server will be used to run Municipal business applications. These applications can be both in-house developed and based on off-shelf software.

Laptop Minimum Requirements

- Manufacturer – shall be a Brand Name Manufacturer
(Toshiba, Dell, Lenovo, HP, or Other Brand Name Manufacturer) Specify _____
- Processor Speed 2.4 GHz or higher (duel core) Specify _____
- Hard Disk 160 GB or higher Specify _____
- RAM 4GB or higher Specify _____
- DVD+/-RW/R CD-RW Specify _____
- 2 USB 2.0 Ports Specify _____
- Screen Size 17” LCD Flat Screen (portable not mobile) Specify _____
- 10/100/1000 NIC, Wireless 802.11 A/B/G/N Specify _____
- Microsoft Office 2010 Standard Specify _____
- Windows 7 Professional Specify _____
- Wireless Mouse with Pad Specify _____
- Each Unit shall be new (refurbished units will not be considered) Specify _____
- Warranty - Three year parts, labour and shipping
– Next Business Day on site Specify _____
- Extended Battery Specify _____
- Recovery CD & Set Up Specify _____
- 3 Laptop Carrying Cases Specify _____
- Full Installation – Data transfer, network setup, application setup

Desktop Minimum Requirements

- Manufacturer – shall be a Brand Name Manufacturer
(Toshiba, Dell, Lenovo, HP, or Other Brand Name Manufacturer) Specify _____
- Processor Speed 2.4 GHz or higher (duel core) Specify _____
- Hard Disk 160 GB or higher Specify _____
- RAM 4GB or higher Specify _____
- DVD+/-RW/R CD-RW Specify _____
- 4 USB 2.0 Ports Specify _____
- Screen Size 19” LCD Flat Screen Specify _____
- 10/100/1000 NIC, Wireless 802.11 A/B/G/N Specify _____
- Minimum USB Scroll Wireless Mouse Specify _____
- Minimum USB Standard Wireless Keyboard Specify _____
- Microsoft Office 2010 Standard Specify _____
- Windows 7 Professional Specify _____
- Each Unit shall be new (refurbished units will not be considered) Specify _____
- Warranty - Three year parts, labour and shipping
– Next Business Day Onsite Specify _____
- Recovery CD & Set Up Specify _____
- Full Installation – Data transfer, network setup, application setup

Server Minimum Requirements

- Manufacturer – shall be a Tier 1 Manufacturer ie HP, IBM Specify _____
- Processor 2.2 GHz X 64, Quad Core or better Specify _____
- Hard Disk 5 X 146GB 10K SAS 2.5 PD HDD
(2 15k drives mirrored for OS, 3 10k drives configure for Raid 5 Data) Specify _____
- RAM 8 GB or better Specify _____
- Tape Backup 200GB/400GB W/9 Tapes Specify _____
- Backup Software Veritas Backup Exec Specify _____
- DVD Minimum Specify _____
- 4 USB 2.0 Ports Specify _____
- Redundant Power Supplies and Fan Kit Specify _____
- Screen Size 17" LCD Flat Screen Specify _____
- Minimum USB Scroll Wireless Mouse to match brand name Specify _____
- Minimum USB Standard Wireless Keyboard to match brand name Specify _____
- Microsoft Office 2010 Standard Specify _____
- Windows 7 Professional Specify _____
- Each Unit shall be new (refurbished units will not be considered) Specify _____
- Warranty - Three year parts, labour and shipping
– Next Business Day Onsite Specify _____
- Recovery CD & Set Up Specify _____
- 10/100/1000 48 Port Switch – Non Managed Cisco, 3Com HP Specify _____
- 24 Port Patch Panel (No installation required) Specify _____
- 48 Port Patch Panel (No installation required) Specify _____

ADDITIONAL IMPLEMENTATION REQUIREMENTS

The following requirements and information is applicable to the laptops, desktops and server:

Full on Site Installation, Implementation and testing.

All users are to be added and tested.

Printer Network to be configured and tested.

Ability to work with third party software vendor: Diamond.

Set up back up system, test.

No future plans for Voice over IP

Future growth has been considered in specifications.

Firewall is currently in place.

No clones accepted.

Local Certified Service Provider, Same Day Business Response with 4 business hours on site response for critical server issues

Diamond has provided that it would take 1 to 2 days to transfer data and upgrade SQL on the server. Diamond will be doing this remotely.

Attached: System Requirements for Microsoft Dynamics GP 2010 as provided by Diamond

CLARIFICATION OF REQUEST FOR QUOTATION DOCUMENTS

Any clarification of the Request for Quotation documents required by the Seller prior to submission of its Request for Quotation shall be requested through:

1. Darlene Heffernan, Treasurer, The Township of Douro-Dummer, (705) 652-8392 Ext 203 or email dheffernan@dourodummer.on.ca.
2. If Darlene is not available please contact: Peggy Reyner, (705) 652-8392 Ext. 200 or email peggyr@dourodummer.on.ca

Any such clarifications so given shall not in any way alter the Request for Quotation documents.

During the period prior to submission of Request for Quotations, required alterations will be issued to Seller's as written addenda. The Seller shall list in its Request for Quotation all addenda that were considered when its Request for Quotation was prepared.

REQUEST FOR QUOTATION AWARD

Bids will be called, received, accepted and processed in accordance with the Township of Douro-Dummer's procurement policy. (copy available upon request)

The Township reserves the right to accept or reject any or all quotes, to negotiate with the successful Bidder(s), split the award or to waive irregularities and omissions, if in so doing the best interests of the Township will be served. No liability shall accrue to the Township for its decision in this regard. Any quote or any part of a quote will not necessarily be accepted. The lowest quote may not necessarily be accepted as the Township of Douro-Dummer reserves the right to reject any or all quotes.

DELIVERY

All laptops, desk tops and the server will be delivered and installed at 894 South St., Warsaw.

CONDITIONS

All workers on site shall be required to adhere to the provisions of the Occupational Health and Safety Act, provide a Workers Compensation Certificate and 2 million Insurance Liability Coverage with the Township of Douro-Dummer named as an insured.

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PRICES

The undersigned agrees to supply, deliver and implement all computers and 1 server as outlined under Minimum Requirements of this Request for Quotation Document including all conditions as outlined for the following prices.

Supplier: _____

Contact Name: _____

Address: _____

Signature (Signing Officer)

Position: _____

Print Name: _____

Name of Firm: _____

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Description	Approx. Quantity	Unit Price	Extended Price
Laptop Computers – as specified in minimum requirements	3		
Desktop Computers – as specified in minimum requirements	10		
HP Server as specified in minimum requirements	1		

Office 2010 - Standard	14		
Windows 7 Professional	14		
10/100/10000 48 port switch Non-Managed Cisco, 3Com, HP	1		
24 port Patch Panel	1		
48 Port Patch Panel	1		
Laptop Carrying Case	3		

Sub Total \$ _____
HST \$ _____
Total Request for Quotation Price \$ _____

Server Recommendations: Customer Profile 2		
Item	Requirements	
Customer Profile 2 Usage	Use only Financial Series modules Have between 0-20 concurrent users for Microsoft SQL Server or 0-10 concurrent users for Microsoft SQL Server Express Use Report Writer, Crystal Reports, or FRx Process fewer than 1000 transactions per day Import very little data Dedicated server with Microsoft SQL Server only Recommend a dedicated server with Microsoft SQL Server Express only	
	32-bit	x64
Database Requirements	Microsoft SQL Server 2008 R2 - Standard Edition Microsoft SQL Server 2008 SP 1 or later - Standard, Workgroup or Express Editions Microsoft SQL Server 2005 SP 3 or later - Standard, Workgroup or Express Editions	Microsoft SQL Server 2008 R2 - Standard Edition Microsoft SQL Server 2008 Standard Edition SP 1 or later Microsoft SQL Server 2005 Standard Edition SP 3 or later
Operating System	Microsoft Windows Server 2008 Standard Edition SP 2 or later Microsoft Windows Small Business Server 2008 Premium Edition SP 2 or later Microsoft Windows Server 2003 R2 Standard Edition Microsoft Windows Server 2003 Standard Edition SP 2 or later Microsoft Windows Small Business Server 2003 R2 Premium Edition Microsoft Windows Small Business Server 2003 Premium Edition SP 2 or later Microsoft Windows Small Business Server 2003 Standard Edition SP 2 or later (SQL 2005/2008 Express ONLY) Microsoft Windows Small Business Server 2003 R2 Standard Edition (SQL 2005/2008 Express ONLY)	Microsoft Windows Server 2008 R2 Standard Edition Microsoft Windows Server 2008 Standard Edition SP 2 or later Microsoft Windows Small Business Server 2008 Premium Edition SP 2 or later Microsoft Windows Server 2003 R2 Standard Edition Microsoft Windows Server 2003 Standard Edition SP 2 Microsoft Windows Small Business Server 2003 Premium Edition SP 2 or later
Processor	1 Dual Core or 2 Single Core Processors	1 Dual Core or 2 Single Core Processors
Disk Configuration	RAID 1 for operating system and applications (2 disks) RAID 5 for SQL database log and data files (4 disks)	RAID 1 for operating system and applications (2 disks) RAID 5 for SQL database log and data files (4 disks)
Minimum Available RAM	2 GB or more	2 GB or more
Network Card	1GB Ethernet	
Virtual Environments Supported (Optional)	Hardware Virtualization Microsoft Virtual PC Microsoft Virtual Server Windows Server 2008 Hyper-V Software Virtualization Microsoft SoftGrid 4.2 Microsoft Application Virtualization (App-V) 4.6 For additional Virtual Technology Support, click the link below to review the Virtualization Support Policy Wizard. Choose Dynamics GP as the product. http://www.windowsservercatalog.com/svvp.aspx?svvppage=svvpwizard.htm	

NOTES

1. The following features/products are not supported on an x64 machine:

- a. Rapid Migration Tool
- b. Microsoft FRx Report Designer 6.7

- Microsoft FRx DrillDown Viewer
- Microsoft FRx Report Launcher
- Microsoft FRx Report Manager
- Microsoft FRx Report Server
- FRx Report Wizard
- Analytical Accounting Dimension Wizard
- c. Microsoft FRx Forecaster 6.7
- d. Microsoft FRx Web Port 6.7
- e. Enterprise Reporting 7.5

2. Microsoft SQL 2005 Express and Microsoft SQL 2008 Express can be installed on a non-server operating system, however it is recommended to install on a server operating system.

3. Verify processors can be upgraded.

4. Additional disks will improve Microsoft SQL Server performance.

5. When you deploy a system in a virtual environment, make sure that you have sufficient hard disk space to avoid performance problems. Each computer that you deploy in a virtual environment should meet or exceed the random access memory (RAM) requirements and the hard disk space requirements. For more information, click the following article number to view the article in the Microsoft Knowledge Base: [897615](http://support.microsoft.com/kb/897615) Support policy for Microsoft software running in non-Microsoft hardware virtualization software.