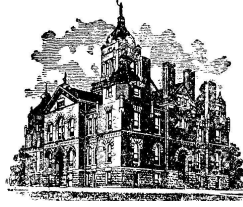


# Andrew County, Missouri

## Office Staff

County Clerk . Sarah Miller  
Chief Deputy Clerk . Paula Richter  
Voter Registration Deputy .  
Donna Streeby



## Commissioners

Presiding . Bob Caldwell  
East District . Fritz Hegeman  
West District . Gary Baumann

Post Office Box 206, Savannah, MO 64485-0206  
Ph 816-324-3624 -Fax 816-324-6154

## Request for Proposals Computer Equipment

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### Public Notice

Andrew County Sheriff's Office and Prosecuting Attorneys Office are currently seeking bids for computer equipment as described in the RFP found on the Andrew County website and Advertised in the Savannah Reporter. Qualified companies are invited to submit sealed copies of a formal proposal. Bids should be itemized and submitted as one bid for the complete delivery. The deadline for submission is January 23, 2020, at 10:00 am. Discussion and approval will be at 10:00am on January 27, 2020 during the Andrew County Commissioners Meeting.

### Objective

Andrew County is requesting computer equipment and installation bids. Andrew County is seeking a reliable, cost-efficient product that meets the listed specifications.

Technical contact person at the County is: Mr. Chris Anderson  
Phone: 816-383-1408  
e-mail: [chris.anderson@andrewcounty.org](mailto:chris.anderson@andrewcounty.org)

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### Timeline and Submission

Proposals are to be received by the County Clerks Office no later than January 23, 2020, at 10:00 am. Bids will be opened at that time. Proposals are to be submitted to the County Clerks Office in a sealed envelope, clearly marked, "Computer Equipment - RFP" and should be itemized and submitted as one bid for the equipment delivery.

### Detailed Specification and Special Considerations

Andrew County Sheriff's Office and Prosecuting Attorneys Office are currently seeking bids for,

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3 Rugged Laptops with the following specs.

#### Rugged Laptop computers

Latitude 5424 Rugged Laptop or equivalent  
8th Gen Intel® Core™ i7-8650U Processor (Quad-Core, 8M Cache, 1.9GHz,15W, vPro)  
Windows 10 Pro 64bit English, French, Spanish  
16GB, 2x8GB, 2666MHz DDR4 Non-ECC  
2.5" 1TB 7200RPM SATA Hard Drive  
14" FHD WVA (1920 x 1080) Anti-Glare Non-Touch  
Qualcomm® QCA61x4A 802.11ac Dual Band (2x2) Wireless Adapter+ Bluetooth 4.2  
Qualcomm® Snapdragon™ X20 LTE (DW5821e) ATT  
Microsoft Office Home and Business 2019

Labor to connect to the network and set up printers

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2 Mid-range Laptops with the following specs

**Mid Range Laptops**

8th Gen Intel® Core™ i7-8650U Processor (Quad-Core, 8M Cache, 1.9GHz,15W, vPro)  
Windows 10 Pro 64bit English, French, Spanish  
8 - 16GB, 2x8GB, 2666MHz DDR4 Non-ECC  
256gb Solid State Drive  
14" FHD WVA (1920 x 1080) Anti-Glare Non-Touch  
802.11ac Dual Band (2x2) Wireless Adapter+ Bluetooth 4.2  
Microsoft Office Home and Business 2019  
Labor to connect to the network and set up printers

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1 Mid-Range Laptop with a 10 key keypad with the following specs

**Mid Range Laptops plus 10-key**

8th Gen Intel® Core™ i7-8650U Processor (Quad-Core, 8M Cache, 1.9GHz,15W, vPro)  
Windows 10 Pro 64bit English, French, Spanish  
8 - 16GB, 2x8GB, 2666MHz DDR4 Non-ECC  
256gb Solid State Drive  
15" FHD WVA (1920 x 1080) Anti-Glare Non-Touch  
802.11ac Dual Band (2x2) Wireless Adapter+ Bluetooth 4.2  
10 key keypad built-in  
Microsoft Office Home and Business 2019  
Labor to connect to the network and set up printers

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4 High-End Desktop computers with the following specs

**High-end Desktop**

Intel® Core™ i7-9700  
Windows 10 Pro 64bit English  
16GB 1x16GB DDR4 2666MHz UDIMM Non-ECC  
M.2 256GB PCIe NVMe Class 40 Solid State Drive  
Dual Monitor capable  
Keyboard and mouse  
5-year warranty  
Microsoft Office Home and Business 2019  
Labor to connect to the network and set up printers

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11 Mid-Range Desktop computers with the following specs

**Mid-Range Desktop**

Intel® Core™ i7-9700  
Windows 10 Pro 64bit English  
8 - 16GB 1x16GB DDR4 2666MHz UDIMM Non-ECC  
M.2 256GB PCIe NVMe Class 40 Solid State Drive  
Keyboard and mouse  
5-year warranty  
Microsoft Office Home and Business 2019  
Labor to connect to the network and set up printers

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1. The Company must submit a complete Proposal covering all requirements identified in this RFP package in order to be considered. All Proposals will be carefully scrutinized to ensure that such requirements can be met. Proposals submitted must be the original work product of the Company.
  2. The Company must submit three (3) original copies of the Proposal in sealed envelopes plainly marked "Computer Equipment - RFP". Proposals should be delivered to:

**Sarah Miller - County Clerk  
Andrew County Missouri  
411 Court Street  
P.O. Box 206  
Savannah, MO 64485**

3. Proposals will be received until January 23, 2020, at 10:00 am Electronic or facsimile offers will not be considered in response to this RFP, nor will modifications by electronic or facsimile notice be accepted.
4. The County is not responsible for lateness or non-delivery by the US Postal Service or another carrier to the County. The time and date recorded by the County shall be the official time of receipt.
5. Proposals may be modified or withdrawn by written notice or in person by the Company or its authorized representative, provided its identity is disclosed on the envelope containing the Proposal and such person signs a receipt for the Proposal, but only if the withdrawal is made prior to the submission deadline.
6. The information presented in the RFP is not to be construed as a commitment of any kind on the part of the County. There is no expressed or implied obligation for the County to reimburse responding firms for any expenses incurred in preparing Proposals in response to this request.
7. No alternate Proposals that significantly deviate or modify the concept and ultimate objectives of this RFP will be considered. Non-compliance with RFP specifications will disqualify Proposals from further consideration.
8. Any explanation or statement that the Company wishes to make must be contained with the Proposal but shall be written separately and independently of the Proposal proper and attached thereto. Unless the Company so indicates, it is understood that the Company has proposed in strict accordance with the RFP requirements.
9. The County reserves the right to reject any or all Proposals and to waive informalities and minor irregularities in Proposals received. The County, in its sole discretion, will determine whether an irregularity is minor.
10. The County reserves the right to decline any or all Proposal submissions, or to cancel the RFP, in whole or in part, at any time prior to making an award, for any reason, or no reason, without liability being incurred by the County to any Company for any expense, cost, loss or damage incurred or suffered by the Company as a result of such withdrawal.
11. All Proposals shall be deemed final, conclusive and irrevocable and no Proposal shall be subject to correction or amendment for any error or miscalculation. No Proposal shall be withdrawn without the consent of the County after the scheduled closing time

for the receipt of Proposals.

12. Proposals, prices, terms and conditions shall remain firm for a period of ninety (90) days from the due date for Proposals or until that time when the County takes official action on the Proposals.
13. While the County has used considerable efforts to ensure an accurate representation of information in this RFP document, the information contained herein is contained solely as a guideline for proposers. The information is not guaranteed or warranted to be accurate by the County, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP document is intended to relieve proposers from forming their own opinions and conclusions with respect to the matters addressed in this RFP document. All changes to the RFP will be posted on the Andrew County website, [www.andrewcounty.org](http://www.andrewcounty.org)
14. The Company is responsible for its own verification of all information provided to it. The Company must satisfy itself, upon examination of this RFP, as to the intent of the specifications. After the submission of the Proposal, no complaint or claim that there was any misunderstanding will be entertained.
15. No oral interpretation will be made to any Company as to the meaning of the RFP. Any oral communication will be considered unofficial and non-binding on the County. Unauthorized contact by the Company with other County employees or Board members regarding the RFP may result in disqualification.
16. Requests for interpretation must be made by email no later than January 17, 2020. Any information given to a Company concerning the RFP will be furnished to all Companies as an addendum to the RFP if, in the County's sole discretion, such information is deemed necessary to all Companies in submitting Proposals in response to the RFP, or the lack of such information would be prejudicial to uninformed Companies. The Company should rely only on written statements issued by the County in the form of an addendum to the RFP.
17. The County reserves the right to modify the specifications prior to the Proposal submission deadline and will endeavor to notify all potential Companies that have received a copy of the specifications, but failure to notify shall impose no obligation or liability on the County.
18. The Company shall not, under penalty of law and immediate disqualification of the Proposal, offer or give any gratuities, favors or anything of monetary value to an officer, employee, agent, or County Commissioners member of the County for the purpose of influencing favorable disposition toward a submitted Proposal or for any reason while a Proposal is pending or during the evaluation process.
19. No Company shall engage in any activity or practice, by itself or with other Companies, the result of which may be to restrict or eliminate competition or otherwise restrain trade. Violation of this instruction will result in immediate rejection of the Company's Proposal.
20. The County may accept one part, aspect or phase, or any combination thereof, of any Proposal unless the Company specifically qualifies its offer by stating that the Proposal must be taken as a whole.
21. The County is exempt from the payment of city, state and federal taxes. Such taxes must not be included in the Proposal price.

22. It is understood that the Company is an independent contractor supplying services to the County. Neither the Company nor its employees shall represent themselves to be employees, agents, representatives, partners or joint ventures of the County for any purposes whatsoever. The Company shall comply with all federal, state and local laws, regulations and ordinances, including but not limited to, the compliance with all employment tax requirements for withholding and all applicable state and federal employment and workers' compensation laws. The County shall not withhold taxes from the Company's compensation. The County shall not be construed to be the Company's employer, nor be held liable for any obligation as an employer.
23. **HOLD HARMLESS:** The contractor agrees to protect, defend, indemnify and hold the County Commissioners, its officers, employees, and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees, or other expenses or liabilities of every kind and character arising out of or any and all causes of action of every kind and character in connection with or arising directly or indirectly out of this agreement and/or the performance hereof.
24. **LAW GOVERNING:** All contractual agreements shall be subject to, governed by and construed according to the laws of the state of Missouri.
25. **NON – DISCRIMINATION CLAUSE:** No bidder on this request shall in any way, directly or indirectly, discriminate against any person because of age, race, color, handicap, sex, national origin, or religious creed.

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### **Bid Specifications**

Quoted prices and discounts should be guaranteed for at least 90 days from the response date, with payment date occurring after March 1, 2020.

- Guaranteed delivery by February 15, 2020
- By submitting a bid, it is understood that no change orders will be accepted in order to meet the minimum requirements as specified in the RFP.

All materials submitted by the County must be treated as confidential and cannot be used for any other purpose than the response to this RFP. Information submitted by any vendor will be considered confidential by the County and will not be used for any other purpose than evaluating vendor responses.

The County reserves the right to award this contract in whole or in part.