

**Special Terms and Conditions for
BID #12-10, COMPUTER SOFTWARE & SUPPLIES**

Sealed bids will be received by the Lafayette Parish School Board Purchasing Department at 113 Chaplin Drive, Lafayette, Louisiana up to July 16, 2009 at 2:30 pm, for Computer Software and Supplies – Bid #12-10.

At the above time and place bids will be publicly opened and read aloud in the Personnel Conference Room. Bids shall be either hand delivered, or such bid shall be sent by registered or certified mail with a return receipt requested on or before the above time and date.

PROJECT OVERVIEW

1.0 GENERAL INTENT:

These specifications cover the minimum requirements for computer software. Bidders should state proposed costs in the space provided. Failure to complete this information is grounds for rejection of bid. Bidders are requested to retain a copy of these specifications for future reference.

The proposal must be addressed to Kay Ledet, Purchasing Agent, with the sealed envelope plainly marked “COMPUTER SOFTWARE & SUPPLIES” – BID # 12-10, opening: July 16, 2009 at 2:30 pm.

1.1 SCOPE:

The Lafayette Parish School Board is soliciting proposals from vendors capable of providing software necessary to provide instructional services at approximately 45 schools within the district on approximately 5000 workstations. Any contract shall confirm specifications, terms and conditions of the request.

1.2 INQUIRIES FROM PROPOSERS:

All inquiries concerning this Invitation for Bid # 12-10 should be in writing and sent or faxed to Kay Ledet, Purchasing Agent, Lafayette Parish School Board, P.O. Drawer 2158, Lafayette LA, 70502-2158, FAX # (337) 233-0782. No verbal inquiries and/or responses will be considered official or binding.

1.3 ACCEPTANCE PROCEDURE:

The Board reserves the right to conduct acceptance testing on the software delivered to the Board, before final payment is made. If testing is to be performed, the bidder shall be responsible for providing the required technical assistance at no cost to the Board.

1.4 PRICING:

1.4.1 All prices must remain firm through August 31, 2010. Whenever there is a reduction in price which is lower than the contract price, offered to similarly situated customers contracting for the same period and under the same terms and conditions, said reduction must be presented directly to the Purchasing Department of the Lafayette Parish School Board.

1.4.2 Prices may not exceed the national advertised and available General Services Administration (GSA) governmental price list.

- 1.4.3 The Lafayette Parish School Board does not intend to award or to maintain any item in any group that is offered at a price equal or above the manufacturer's list price.
- 1.4.4 During the course of the awarding period and implementation, the contract dealer must immediately extend any price reduction in the manufacturer's published prices to the Board. Failure to offer the benefit of these price reductions to the Board within a two (2) week period may result in the cancellation of this contract. Price reductions must be received within two (2) weeks after general announcements. These price reductions must be granted on any order not delivered.
- 1.4.5 All orders must be shipped F.O.B. Destination

SYSTEM REQUIREMENTS

2.0 GENERAL REQUIREMENTS:

- 2.1 If a bidder does not list any deviations it will be assumed that the specifications are as called for in the bid. Bidders must indicate if bids are for volume pricing or other special pricing schedules. The bidder will be held responsible for supplying software as specified.
- 2.2 New Products: Unless specifically called for in the solicitation, all products for purchase must be new, never previously used, and the current model and/or packaging. No remanufactured, demonstrator, used, or irregular products will be considered for purchase. The manufacturer's standard warranty will apply unless otherwise specified in the solicitation.
- 2.3 Should a need arise for supplies or services which are not available from the bidder, the Board reserves the right to secure services from other sources to meet its immediate needs without prejudice of the contract.

3.1 WARRANTY:

"Bidder warrants that the software/hardware is or shall be compliant with Year 2000 Logic on or before July 1, 1999. The term "Year 2000 Logic", as used herein, shall mean that the (software system) described herein shall not end abnormally or give incorrect results during operation prior to, during or after the year 2000 as a result of processing, storing or displaying date information contained in the system." Software must be Windows XP Compatible.

4.0 EVALUATION OF OFFER:

- 4.1 Bids for All or Part: The Board reserves the right to award on an "all-or-none" and/or partial basis whichever is in the best interest of the LPSB. Bidder may restrict his bid to consideration as "all-or-none" by so stating, but shall give a unit price for each item; any bid in which the bidder names a total price for all the articles without quoting a price on each item shall be rejected.
- 4.2 The Lafayette Parish School Board reserves the right to award to more than one supplier. Multiple awards may be made on the basis of a primary and secondary supplier. The Board's decision will be based on the ability of the primary source to supply acceptable goods or services according to the Board's requirements.

4.3 The Lafayette Parish School Board reserves the right to reject any or all bids for “just cause”.

5.0 DELIVERY:

All bidders shall indicate an approximate delivery time (calendar days) for software products after receipt of a sub-order release. This is not a one (1) time delivery for items #1-104. Vendors are expected to begin delivery to any of the 45 school locations within the parish as needed after bid award.

6.0 DEFINITIONS:

Single Copy:

Disk or CD-ROM for 1 computer with documentation for each CD or disk copy. Documentation can be on CD as a read-me file. Volume pricing will be accepted only if a CD accompanies each license. **Vendors understand that CDs will be distributed to individual teachers at different school locations therefore please bid single copy prices. Vendors are asked not to bid multiple licenses with only 1 install CD.**

School Version:

Usually includes two programs and a set of teaching materials. School versions may also be listed as Teacher Editions and vary by publisher.

All software is for Windows XP computers.

7.0 OTHER:

CD's provided must be produced by publisher of the software title and not a reproduction by reseller.

Bid Proposal Form
Computer Software & Supplies, Bid # 12-10

<u>Item</u>	<u>Title</u>	<u>Publisher</u>	<u>Version</u>	<u>Min. # to order</u>	<u>Price</u>
<u>1</u>	<u>Quarter Mile Math Level 1 & 2 (K-6 Bundle)</u>	<u>Barnum Software</u>	<u>Single</u>	<u>10</u>	<u></u>
<u>2</u>	<u>Quarter Mile Math Level 3 & 4 (Grade 4-9 Bundle)</u>	<u>Barnum Software</u>	<u>Single</u>	<u>10</u>	<u></u>
<u>3</u>	<u>The Periodic Table</u>	<u>Clearvue</u>	<u>Single</u>	<u>10</u>	<u></u>
<u>4</u>	<u>How Plants Are Classified</u>	<u>Clearvue</u>	<u>Single</u>	<u>10</u>	<u></u>
<u>5</u>	<u>Biomes Series Part I or Part II</u>	<u>Clearvue</u>	<u>Single</u>	<u>10</u>	<u></u>
<u>6</u>	<u>Discovery Channel School Science CD-ROM (Any Title)</u>	<u>Discovery Channel School</u>	<u>Single</u>	<u>10 each title ordered</u>	<u></u>
<u>7</u>	<u>Reader's Handbook Grade 3</u>	<u>Great Source</u>	<u>Softcover</u>	<u>10</u>	<u></u>
<u>8</u>	<u>Reader's Handbook Grades 4-5</u>	<u>Great Source</u>	<u>Softcover</u>	<u>10</u>	<u></u>
<u>9</u>	<u>Reader's Handbook Grades 6-8</u>	<u>Great Source</u>	<u>Softcover</u>	<u>10</u>	<u></u>
<u>10</u>	<u>Reader's Handbook Grades 9-12</u>	<u>Great Source</u>	<u>Softcover</u>	<u>10</u>	<u></u>
<u>11</u>	<u>Reader's Handbook Content Area Package Grades 6-8 Social Studies 049092</u>	<u>Great Source</u>	<u>Single</u>	<u>10</u>	<u></u>
<u>12</u>	<u>Reader's Handbook Content Area Package Grades 6-8 Science 049091</u>	<u>Great Source</u>	<u>Single</u>	<u>10</u>	<u></u>
<u>13</u>	<u>Inspiration 8.0</u>	<u>Inspiration</u>	<u>Single</u>	<u>25</u>	<u></u>
<u>14</u>	<u>Inspiration in Science</u>	<u>Inspiration</u>	<u>Book</u>	<u>20</u>	<u></u>
<u>15</u>	<u>Inspiration in Language Arts</u>	<u>Inspiration</u>	<u>Book</u>	<u>20</u>	<u></u>
<u>16</u>	<u>The Thinking Classroom</u>	<u>Inspiration</u>	<u>Book</u>	<u>25</u>	<u></u>
<u>17</u>	<u>Kidspiration 3.0</u>	<u>Inspiration</u>	<u>Single</u>	<u>25</u>	<u></u>
<u>18</u>	<u>Kid Works Deluxe</u>	<u>Knowledge Adventure</u>	<u>School</u>	<u>25</u>	<u></u>
<u>19</u>	<u>Grammar for the Real World</u>	<u>Knowledge Adventure</u>	<u>School</u>	<u>10</u>	<u></u>

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<u>Item</u>	<u>Title</u>	<u>Publisher</u>	<u>Version</u>	<u>Min. # to order</u>	<u>Price</u>
20	Jump Start (any title)	Knowledge Adventure	School	20	
21	Reading Blaster (any title)	Knowledge Adventure	School	20	
22	Math for the Real World	Knowledge Adventure	School	20	
23	Math Blaster (any title)	Knowledge Adventure	School	20	
24	Windows XP: Top 100 Simplified Tips & Tricks	Maran Graphics	ISBN: 0-7645-4183-8	25	
25	Windows XP Simplified	Maran Graphics	ISBN: 0-7645-3618-4	25	
26	Computers Simplified 6th. Edition	Maran Graphics	ISBN: 0-7645-6927-9	25	
27	Neo/Lab Interactive Science Software Series (Any Title)	Neo/Sci	School	10 each title ordered	
28	QX3 Digital Microscope	Neo/Sci	School	10	
29	Kid Pix Deluxe 4 for Schools	Riverdeep	Single	25	
30	Living Books Library	Riverdeep	School	10	
31	Print Shop Deluxe 15 EEV for Windows	Riverdeep	School	10	
32	Digital Photography in the Classroom	Teacher Created Materials	Single	10	
33	Tips and Tricks for Using Digital Photography	Teacher Created Materials	Single	10	
34	Spotlight on America: The Constitution	Teacher Created Materials	Single	10	
35	Scholastic Keys/Max Data Bundle	Tom Snyder	Single	10	

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36	Science Court Explorations Pendulums	Tom Snyder	Single	10	
37	Science Court Explorations Friction	Tom Snyder	Single	10	
38	Math Mysteries Advanced Fractions	Tom Snyder	Single	20	
39	PrimeTime Math (Any Title)	Tom Snyder	Single	20	
40	National Inspirer 4.0	Tom Snyder	Single	25	
41	The Civil War Inspirer	Tom Snyder	One Computer	20	
42	International Inspirer 4.0	Tom Snyder	One Computer	20	
43	TimeLiner XE	Tom Snyder	Single	25	
44	The Graph Club 2.0	Tom Snyder	Single	25	
45	Graph Club Ready Made Activities CD	Tom Snyder	Single	25	
46	The Graph Club 2.0 Deluxe	Tom Snyder	Single	25	
47	Graph Master	Tom Snyder	Single	25	
48	Decisions, Decisions 5.0 (Any Title)	Tom Snyder	One Computer	20	
49	Reading for Meaning	Tom Snyder	Single CD- ROM	25	
50	MapMaker's Toolkit	Tom Snyder	Single	25	
51	MapMaker's Toolkit Deluxe	Tom Snyder	Single	20	
52	Community Construction Kit	Tom Snyder	Single	20	
53	Diorama Designer	Tom Snyder	Single	20	

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<u>Item</u>	<u>Title</u>	<u>Publisher</u>	<u>Version</u>	<u>Min. # to order</u>	<u>Price</u>
54	Neighborhood Map Machine 2.0 Deluxe	Tom Snyder	Single	20	
55	Science Court (10 of any title)	Tom Snyder	School	30	
56	Essential Tools for Teachers	Tom Snyder	School	25	
57	Word Workshop for Teachers	Tom Snyder	School	25	
58	PowerPoint Workshop for Teachers	Tom Snyder	School	25	
59	Excel Workshop for Teachers	Tom Snyder	School	25	
60	Access Workshop for Teachers	Tom Snyder	School	25	
61	TimeLiner Workshop for Teachers	Tom Snyder	School	25	
62	Digital Photography Workshop for Teachers	Tom Snyder	Single	25	
63	Timeliner Workshop for Teacher	Tom Snyder	Single	10	
64	National Geographic Maps	Topics Entertainment	Single	10	
65	Writer's Companion 2.0	Visions	Single		
66	Curriculum Companions: Elementary	Visions	Single	10	
67	Curriculum Companions: Middle School	Visions	Single	10	
68	Curriculum Companions High School	Visions	Single	10	
69	Curriculum Companions Math Vol. 1	Visions	Single	10	
70	Curriculum Companions Math Vol. 2	Visions	Single	10	
71	Curriculum Companions Special Education	Visions	Single	10	

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<u>Item</u>	<u>Title</u>	<u>Publisher</u>	<u>Version</u>	<u>Min. # to order</u>	<u>Price</u>
72	Make It with Inspiration 8	Visions	Single	10	
73	50 Quick and Easy PowerPoint Activities	Visions	Single	10	
74	50 Quick and Easy Computer Activities for Kids	Visions	Single	10	
75	50 Quick and Easy Reading and Writing Computer Activities	Visions	Single	10	
76	50 Quick and Easy Math Computer Activities	Visions	Single	10	
77	50 Quick and Easy Science Computer Activities	Visions	Single	10	
78	Classroom Activities with Scholastic Keys	Visions	Single	10	
79	Make and Take Technology Meets the Standards- Grades PreK-3	Visions	Single	10	
80	Make and Take Technology Meets the Standards- Grades 4-8	Visions	Single	10	
81	Make it With PowerPoint	Visions	Single	10	
82	Make it With Office 2007	Visions	Single	10	
83	Essential Microsoft Office Skills for Teachers and Students	Visions	Single	10	
84	Game It with Inspiration	Visions	Single	10	
85	Game it with Word	Visions	Single	10	
86	Game it with Excel	Visions	Single	10	
87	Teacher Fonts Bundle Includes: School Font Collections, Arithmefonts, Festive Fonts	Visions	Single	10	
88	Google Earth and GPS Classroom Activities	Visions	Single	10	

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<u>Item</u>	<u>Title</u>	<u>Publisher</u>	<u>Version</u>	<u>Min. # to order</u>	<u>Price</u>
<u>89</u>	<u>Teacher's Survival Kit- Special Education</u>	<u>Visions</u>	<u>Single</u>	<u>10</u>	<u></u>
<u>90</u>	<u>Office 2007 Simplified</u>	<u>Wiley Publishing</u>	<u>ISBN: 978- 0-470- 04589-3</u>	<u>25</u>	<u></u>
<u>91</u>	<u>AverKey 300 Gold</u>	<u>Avermedia</u>	<u></u>	<u>30</u>	<u></u>
<u>92</u>	<u>AverPen</u>	<u>Avermedia</u>	<u></u>	<u>30</u>	<u></u>
<u>93</u>	<u>Canon Power Shot A1000 Digital Camera</u>	<u>Canon</u>	<u></u>	<u>5</u>	<u></u>
<u>94</u>	<u>Palm Tungsten E2 Handheld</u>	<u>Palm</u>	<u></u>	<u>10</u>	<u></u>
<u>95</u>	<u>Palm TX Handheld</u>	<u>Palm</u>	<u></u>	<u>5</u>	<u></u>
<u>96</u>	<u>Flip Video Mino Camcorder</u>	<u></u>	<u>Single</u>	<u>5</u>	<u></u>
<u>97</u>	<u>Flip Video Mino HD Camcorder</u>	<u></u>	<u>Single</u>	<u>5</u>	<u></u>
<u>98</u>	<u>Flip Video Ultra Series Camcorder</u>	<u></u>	<u>Single</u>	<u>5</u>	<u></u>
<u>99</u>	<u>Pen Drive 1 G</u>	<u></u>	<u></u>	<u>10</u>	<u></u>
<u>100</u>	<u>Pen Drive 2 G</u>	<u></u>	<u></u>	<u>10</u>	<u></u>
<u>101</u>	<u>Pen Drive 4 G</u>	<u></u>	<u></u>	<u>10</u>	<u></u>
<u>102</u>	<u>SD Memory Card 1G</u>	<u></u>	<u></u>	<u>25</u>	<u></u>
<u>103</u>	<u>SD Memory Card 2 G</u>	<u></u>	<u></u>	<u>25</u>	<u></u>
<u>104</u>	<u>SD Memory Card 4 G</u>	<u></u>	<u></u>	<u>25</u>	<u></u>

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**Envelope containing bid should be marked on the outside “Sealed Bid—Computer Software & Supplies--
#12-10, Opening July 16, 2009 at 2:30 pm”**

The bidder acknowledges receipt of addendum:

No.1 DATED _____ No.2 DATED _____ No.3 DATED _____

No.4 DATED _____ No.5 DATED _____ No.6 DATED _____

That I have read and agree to comply with and be subject to the provisions and/or penalties involved in the “General Conditions and Instructions to Prospective Bidders” and the bid form as contained herein the bid documents.

Name of Firm

Signature of Bidder

Address

Typed Name of Bidder

Telephone Number

Fax Number

Customer Service Representative