

**Purchase Order Request for Proposals (PORFP)  
Desktop, Laptop and Tablet 2015 Master Contract  
BPO# 060B5400007**

Section 1 –General Information			
<b>PORFP Number: (ADPICS PO Number)</b>	ITFY230012 (Q00P3600956)		
<b>PORFP Type:</b>  (Select one category from drop down list)	Fixed Price		
<b>Functional Area/s (FA) for this PORFP:</b>  (Check all that apply)	<input checked="" type="checkbox"/> FA I (Desktop/Laptops/Ruggedized/Laptops/Associated Peripherals) <input type="checkbox"/> FA II (Tablets/Ruggedized Tablets/Associated Peripherals) <input type="checkbox"/> FA III (Installation) + FA I <input type="checkbox"/> FA III (Installation) + FA II <input type="checkbox"/> FA IV (Manufacturer's Extended Warranty)		
<b>Manufacturer Name</b>	<b>Dell</b>  Agencies must <u>enter only one</u> manufacturer when the manufacturer is known and direct the PORFP only to those Desktop, Laptop and Tablet 2015 Master Contractors authorized for that manufacturer. If the PORFP is generic or manufacturer(s) are unknown, agencies must direct the PORFP to all Desktop, Laptop and Tablet Master Contractors.		
<b>Designated Small Business Reserve?(SBR):</b>  (Select "Yes" or "No" from drop down list)	<b>YES</b>		
<b>Minority Business Enterprise (MBE) Goal for FA III Below (See "DESKTOP, LAPTOP AND TABLET 2015 Master Contract MBE Participation Worksheet"):</b>			0 %
<b>PORFP Issue Date:</b> mm/dd/yyyy	9/14/2022	<b>PROPOSAL DUE DATE and TIME:</b>	<b>9/26/2022 2:00 PM EST</b>
<b>Place of Performance:</b>	N/A		
<b>Special Instructions: Submittal of Bid</b>	<p>Any questions pertaining to this solicitation shall be submitted to <a href="mailto:krystal.white@maryland.gov">krystal.white@maryland.gov</a> no later than 9/20/2022 by 1:00 PM.</p> <p><b><u>LIMITED TO MASTER CONTRACTORS</u></b>            Only Master Contractors that are awarded a contract under the <b>Desktop, Laptop, and Tablet 2015 Master Contract/ BPO # 060B5400007</b> are eligible to submit a bid in response to this secondary competition Purchase Order Request for Proposal (PORFP).</p> <p><b><u>BID SUBMISSION INSTRUCTIONS</u></b>            Purchase Order Request for Proposal (PORFP) responses will only be accepted through the State's eMaryland Marketplace Advantage (eMMA) e-Procurement system.</p>		

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	Instructions on how to submit proposals electronically can be found at: <a href="https://procurement.maryland.gov/emma-qrgs/">https://procurement.maryland.gov/emma-qrgs/</a>  <b>eMMA# BPM031696</b>		
<b>Special Instructions (2): Bid Package</b>	<b><u>Proposals should detail two separate sections as follows:</u></b>  <b><u>Technical Proposal</u></b> <ul style="list-style-type: none"> <li>▪ Description of the Hardware to be provided;</li> <li>▪ Transportation and delivery schedule;</li> <li>▪ Warranty terms;</li> <li>▪ A statement that the Master Contractor is authorized by the manufacturer or distributor to provide Hardware or services as of the date of the proposal;</li> <li>▪ Mercury Affidavit and;</li> <li>▪ A guarantee that any operating software provided with the Hardware is virus free.</li> </ul> <b><u>Financial Proposal</u></b> <ul style="list-style-type: none"> <li>▪ The proposed price including a screen shot of the Manufacturer's Suggested Retail Price (MSRP); and</li> <li>▪ Submission of price proposal on provided bid form.</li> </ul> <p><i>If a Master Contractor chooses not to submit a proposal, the Master Contractor must submit a "No Bid" Feedback Form to the agency POC</i></p>		
<b>Security Requirements (if applicable):</b>	N/A		
<b>Invoicing Instructions:</b>	1. All invoices shall include the following information: <ul style="list-style-type: none"> <li>▪ Invoice Date</li> <li>▪ Invoice Number</li> <li>▪ Brief Description and amount due per line and total</li> <li>▪ Issuing Purchase Order number</li> </ul> 2. Invoices submitted without the required information will not be processed for payment until the Contractor provides the required information listed above. All invoices shall be submitted no later than 30 days after receipt of the product.  3. Send invoices to: <a href="mailto:AccountsPayable.OSEC@maryland.gov">AccountsPayable.OSEC@maryland.gov</a>		
<b>Section 2 – Agency Point of Contact (POC) Information</b>			
<b>Agency / Division Name:</b>	Department of Public Safety and Correctional Services/ Office of Procurement		
<b>Agency POC Name:</b>	Krystal White	<b>Agency POC Phone Number:</b>	410-336-7584
<b>Agency POC Email Address:</b>	<a href="mailto:krystal.white@maryland.gov">krystal.white@maryland.gov</a>	<b>Agency POC Fax:</b>	N/A

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<b>Agency POC Mailing Address:</b>	Department of Public Safety and Correctional Services 6776 Reisterstown Road Baltimore, Maryland 21215			
<b>Section 3 – Delivery Address / Work Site POC Information (if different from above)</b>				
<b>Agency On-site Contact Name:</b>	Bill Crippen	<b>Agency On-site Phone Number:</b>	443-790-8028	
<b>Agency On-site Email Address:</b>	<a href="mailto:bill.crippen@maryland.gov">bill.crippen@maryland.gov</a>	<b>Agency On-site Fax:</b>	N/A	
<b>Agency On-site Address:</b>	Department of Public Safety & Correctional Services 7122 Ambassador Road Woodlawn, Maryland 21244			
<b>Section 4 – Scope of Work</b>				
<b>FA I – Desktop, Laptops and Ruggedized Laptops and Associated Peripherals</b> (Provide product specifications below. If some or all specifications are unknown, Master Contractors may propose products based on a detailed description in the Business Need / Required Functionality field*)				
<b>*Business Need / Required Functionality</b>	The MD Department of Public Safety and Correctional Services has a need to purchase laptop computers to refresh end of life models throughout the Agency.			
<b>Product Name</b>	<b>Product Description</b>	<b>Model #</b>	<b>Qty</b>	<b>Due Date</b> mm/dd/yyyy
1. DELL LATITUDE 5530	IT Hardware – laptops	210-BDL	400	12/1/2022
2.				
3.				
<b>FA II – Tablets, Ruggedized Tablets and Associated Peripherals</b> (Provide product specifications below. If some or all specifications are unknown, Master Contractors may propose products based on a detailed description in the Business Need / Required Functionality field*)				
<b>*Business Need / Required Functionality</b>	N/A			
<b>Product Name</b>	<b>Product Description</b>	<b>Model #</b>	<b>Qty</b>	<b>Due Date</b> mm/dd/yyyy
1. N/A		40		
2.				
3.				
<b>FA III – Installation Services</b> (Provide a detailed description of required services and deliverables and include MBE goal listed above. MBE goal should be calculated only on FA III value.)				

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<b>Installation / Training Services</b>	<b>Deliverables</b>	<b>Start Date</b> mm/dd/yyyy	<b>End Date</b> mm/dd/yyyy
1. N/A			
2.			
3.			
<b>FA IV - Manufacturer's Extended Warranty</b> (Provide a detailed description of warranty requirements and deliverables)			
<b>Warranty Requirements</b>	<b>Deliverables</b>	<b>Start Date</b> mm/dd/yyyy	<b>End Date</b> mm/dd/yyyy
1. <i>Please see the attachment provided for the price proposal submission.</i>			
2.			
3.			
<b>Section 5 – Evaluation Criteria – Technical Proposal</b> (Provide a list of evaluation criteria in descending order of importance)			
<b>Evaluation Criteria</b>			
1. Conformance with specifications ( <i>see pages 5-6</i> )			
2. Warranty features			
3. Price			
<p style="text-align: center;"><b>Basis for Award Recommendation</b></p> <p>Evaluation criteria for award will be established at the PORFP level. The agency POC will recommend award to the Master Contractor whose proposal is determined to be the most advantageous to the State, considering price and the evaluation factors set forth in the PORFP. The agency POC will initiate and deliver a PO to the selected Master Contractor.</p>			

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**Specifications for Dell Latitude 5530**

[210-BDLN] Dell Latitude 5530 XCTO Base  
[379-BETS] 12th Gen. Intel® Core™ i5-1235U (10 Core, 12 MB Cache, Threads, up to 4.40 GHz, vPro® Essentials)  
[619-AQMP] Windows 10 Pro (Windows 11 Pro license included), French, Spanish  
[658-BCSB] No Microsoft Office Included  
[634-BLUC]  
[814-8760]  
Absolute Resilience (Prem), Education/State & Local Government, 5 Years  
[338-CDKI]  
[338-CDMO]  
i5-1235U Trans, Intel Iris Xe Graphics, Thunderbolt  
[631-ADFH] Intel vPro Essentials Technology Enabled  
[370-AFEI] 8 GB, 2 x 4 GB, DDR4, 3200 MHz  
[400-BNKW] 256 GB, M.2, PCIe NVMe, SSD, Class 35  
[401-AADF] No Additional Hard Drive  
[391-BGMJ] 15.6" FHD (1920x1080) Anti Glare, Non-Touch, 250 nits, Camera, WLAN  
[583-BHBG] Single Pointing Backlit English US Keyboard and 10 Key Numpad  
[570-AADK] No Mouse  
[555-BHKF] Wireless Intel AX211 WLAN Driver  
[555-BHHU] Intel AX211 WiFi 6e 2x2 AX+ BT 5.2  
[556-BBCD] No Mobile Broadband Card  
[451-BCXC] 41WHR, 3 Cell Battery Express Charge Capable  
[492-BDGC] 65W Type-C Adapter  
[346-BHSU] Single Pointing, No Security, Thunderbolt 4  
[650-AAAM] No anti-virus software  
[620-AALW] OS-Windows Media Not Included  
[537-BBDO] E4 Power Cord 1M for US  
[340-CYGF] Quick setup guide  
[430-XXYG] No Resource USB Media  
[340-AGIK] Safety/Environment and Regulatory Guide (English/French Multi-language)  
[387-BBPW] ENERGY STAR Qualified  
[817-BBBB] No FGA  
[525-BBCL]  
[640-BBLW]  
[658-BBMR]  
[658-BBRB]  
[658-BDVK]

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[658-BEOK]

[658-BEQP]

[658-BFDQ]

Dell Applications Windows 10

[340-CYVN] Mix Model 65W Adapter + ADL CPU

[340-CYNZ] Intel Gen 12 CPU label for Core i5 vPro Essential Enable

[800-BBQK] Standard Shipment (VS)

[389-BCGW] No UPC Label

[319-BBID] HD Camera, Temporal Noise Reduction, Camera Shutter,

[429-AATO] No Removable CD/DVD Drive

[340-CKSZ] No AutoPilot

[379-BDZB] EPEAT 2018 Registered (Gold)

[321-BHKD] Bottom door ADL UMA-U15W L10 TGL UMA L10

[975-3461]

[997-8317]

[997-8366]

[997-8367]

[997-8392]

[997-8393]

[997-8394]

[997-8395]

5 Years ProSupport Plus with Next Business Day Onsite

Service

[815-2815] 2 Years Extended Battery Service for Years 2 and 3 of  
Life