

Request for Proposal

# **INTRASTATE/INTERSTATE LONG DISTANCE For POTS Lines**

*Central Administration Offices*

Cape Girardeau Public School District #63

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Due:

January 16<sup>th</sup>, 2018 @ 2 PM

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## Overview

This Request for Proposal (RFP) documents Cape Girardeau Public Schools' requirements for long distance telephone service for POTS lines.

The acceptance of a proposal does not obligate Cape Girardeau Public Schools to purchase a system from any vendor. Cape Girardeau Public Schools reserves the right to reject all proposals and not make a decision. All costs for proposal preparation are the responsibility of the bidder. After receipt of the proposal, and prior to signing the contract, Cape Girardeau Public Schools reserves the right to modify the system requirements by adding or deleting specific equipment or optional features. Cape Girardeau Public Schools will be filing for E-rate service, the agreement to purchase will hinge upon receipt of E-rate funding.

Preference will be given to the vendor that provides a comprehensive, cost-effective solution for current specifications, future capacity requirements, and ongoing service and support. Preference will also be given to companies that can provide local support.



**Requests for clarifications should be e-mailed. Clarifications will be sent to all bidders.**

**1.1 Proposal Filing Date**

All proposals must be received at the Board of Education offices by 2:00pm, January 16, 2018.

**1.2 Number of Copies**

2 copies of the proposal are to be delivered to Cape Girardeau Public Schools  
 Alternatively, the proposal may be e-mailed to hallb@capetigers.com

**1.3 Schedule of Events**

Event	Date
Request for Proposal Issued	12/15/2017
Last Day for Questions/Clarifications	1/12/2018
RFPs Due to Purchaser	1/16/2018

**1.4 Overview of Current Environment**

Cape Girardeau Public Schools currently has a Toshiba system with 69 PRI lines and numerous pots lines for emergency, fax, and security.

**1.5 Requirements for Cape Girardeau’s Long Distance**

PRI lines are located at:

301 N. Clark

Cape Girardeau, MO 63701

ITEM	QTY
POTS lines located across district	Up to 50
Minutes per month in state	~ 600
Minutes per month out of state	~ 400

- Some POTS lines are connected to Toshiba CIX 670 systems



## 2 VENDOR SERVICE

### 2.1 Maintenance and Warranty

- 2.1.1 **Service Contract/Support -A complete maintenance and warranty agreement must be included as part of the bidder's proposal, including all options available and full pricing details for each level of coverage.**

### Acceptance of Proposals

The acceptance of a proposal by the school district does not bind the district to purchase. Only a Purchase Order from the district is a legitimate order for purchasing.