

REQUEST FOR QUOTATIONS (RFQ) (THIS IS NOT AN ORDER)			PAGE OF 1	PAGES 8	
1. RFQ NO. DCTO-2008-Q-0007	2. DATE ISSUED 10-02-08	3. REQUISITION NO.	4. TYPE OF MARKET <input type="checkbox"/> Open <input checked="" type="checkbox"/> Set Aside <input type="checkbox"/> Open with Subcontracting Set Aside		
5A. ISSUED BY: Government of the District of Columbia (District) Office of Contracting and Procurement Information Technology Group 441 4 th Street N.W., Suite 971 North Washington, D.C. 20001		6. DELIVERY November 18, 2008			
5B. FOR INFORMATION CALL: (Name and telephone no.) (No collect calls) Quentin Blanchard, Contract Specialist, Phone (202) 724-2353, fax (202) 727-1679 quentin.blanchard@dc.gov		7. DELIVERY METHOD <input checked="" type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)			
8A. TO: NAME AND ADDRESS, INCLUDING ZIP CODE, OF QUOTER		9. DESTINATION FOR DELIVERY OF GOODS OR SERVICES ORDERED Office of the Chief Technology Officer 441 4 th Street, NW, Suite 960 NW Washington, DC 20001			
8B. TAX ID NO. OF QUOTER:					
10. PLEASE FURNISH QUOTATIONS ON OR BEFORE: October 17, 2008 , 2:00 PM (BID ROOM ONLY) 441 4 th Street. N.W. Suite 703		11A. PLEASE STATE YOUR LSDBE CERTIFICATION NUMBER BELOW (Attach Copy)			
		11B. IF YOU HAVE A DISTRICT OF COLUMBIA SUPPLY SCHEDULE (DCSS) CONTRACT FOR THESE ITEMS, PLEASE ENTER THE CONTRACT NUMBER BELOW:			
12. INSTRUCTIONS TO QUOTERS AND TERMS AND CONDITIONS					
Instructions to Quoters: Please complete Blocks 8B, 11A, 11(B) if applicable, 13(E), 13(F), 14, 15, 16, 17, 18, as well as submission of technical and price quotations as outlined in this solicitation, submit one (1) original and three (3) copies of <u>signed</u> quotations to Office of Contracting and Procurement, 441 4 th Street, NW, Suite 703 (Bid Room), Washington, D.C. 20001. This is the <u>only</u> authorized method of submitting a quotation for this RFQ. All quotations must be received no later than the date and time stated in block 10 of this RFQ.					
Terms and Conditions: SEE ATTACHED.					
13. SCHEDULE (Include applicable Federal, State and local taxes and all delivery charges)					
ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	See attached Statement of Work				
0001	CP-CPPWR-APP-M9070 Check Point Power 1	2	Each	\$	\$
0002	CP-CPPWR-SDTS-M9070 Check Point Smart Defense Services, Annual Subscription	2	Each	\$	\$
0003	CP-CPPWR-ACC-SPARES Replacement Parts Kit for Power 1 Models 5070 and 9070 including one hard drive, on power supply and one fan.	1	Each	\$	\$
0004	Check Point Enterprise Software Subscription & Premium Technical Support. Includes: Access to critical hot fixes, services packs, and major upgrades with software Subscription, comprehensive support from experienced engineers, 24x7 business days support and 30 minute committed response, Advanced Access to Secure Knowledge 2.0	1	Each	\$	\$
0005	CP-CPPWR-ACC-4-ISRF IB SR FIBER (MULTI MODE) (4 PORTS) for Power 1 Models 5070 and 9070	2	Each	\$	\$
TOTAL AMOUNT					\$
14. NAME AND ADDRESS OF QUOTER (Street, city, county, State and ZIP Code)		15. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION (ELECTRONIC SIGNATURES NOT ACCEPTABLE)		16. DATE OF QUOTATION	
		17. NAME AND TITLE OF SIGNER (Type or print)		18. TELEPHONE NO. (Include area code)	

1. GENERAL TERMS AND CONDITIONS

This is a Request for Quotations (RFQ) issued under the small purchase procedures outlined in Title 27, District of Columbia Municipal Regulations, Chapter 18, Section 1802.3. The terms Quote/Quoter and Offer/Offeror are used interchangeably in this RFQ, as are the terms RFQ and solicitation, and the terms submission, quote and proposal, and the terms contract and Purchase Order (PO). Quotations submitted are Offers that the District can accept by issuing a PO. This RFQ is issued in the Set Aside Market for certified CBE Offerors. The District will apply preferences in evaluating submissions from District-certified CBEs. If you are unable to submit a quote, please so indicate on this form and return it.

- 1.1 The District may award a single contract or multiple contracts resulting from this solicitation to the responsible offeror(s) whose offer(s) conforming to the solicitation will be most advantageous to the District, cost or price, technical and other factors specified elsewhere in this solicitation.
- 1.2 The District may award contracts on the bases of initial offers received, without discussion. Therefore, each initial offer should contain the Offeror's best terms from a standpoint of cost or price, technical and other factors.

2. PERIOD OF PERFORMANCE AND CONTRACT TYPE

The contract period of performance for this requirement will be 30 days after date of award.

3. CONTRACTING OFFICER (CO)

Contracts will be entered into and signed on behalf of the District, or Purchase Orders issued on behalf of the District, only by Contracting Officers. The name, address and telephone number of the Contracting Officer is:

Annie R. Watkins
Contracting Officer
Government of the District of Columbia
Office of Contracting and Procurement
Information Technology Group
441 Fourth St., NW, Suite 971 North
Washington, DC 20001
Phone: (202) 727-0252 (main)
Phone: (202) 727-5274 (direct)
Fax: (202) 727-1679
E-mail: annie.watkins@dc.gov
Website: ocp.dc.gov

4. AUTHORIZED CHANGES BY THE CONTRACTING OFFICER

The Contracting Officer is the only person authorized to approve changes in any of the requirements of this contract. The Contractor shall not comply with any order, directive or request that changes or modifies the requirements of this contract, unless issued in writing and signed by the Contracting Officer, or a valid changed PO is issued by the Contracting Officer. In the event the Contractor effects any change at the instruction or request of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any cost increase incurred as a result thereof.

5. CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)

The COTR is responsible for general administration of the contract and advising the Contracting Officer as to the Contractor's compliance or noncompliance with the contract. In addition, the COTR is responsible for the day-to-day monitoring and supervision of the contract, of ensuring that the work conforms to the requirements of this contract and such other responsibilities and authorities as may be specified in the contract. The COTR for this contract shall be designated upon award of the contract. The COTR shall not have authority to make any changes in the specifications or scope of work or terms and conditions of the contract. The Contractor may be held fully responsible for any changes not authorized in advance, in writing, by the Contracting Officer; may be denied compensation or other relief for any additional work performed that is not so authorized; and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

6. ADVISORY AND ASSISTANCE SERVICES

The contract is a "non personal services contract". It is therefore, understood and agreed that the Contractor and/or the Contractor's employees: (1) shall perform the services specified herein as independent Contractors, not as employees of the government; (2) shall be responsible for their own management and administration of the work required to bear sole responsibility for complying with any and all technical, schedule, financial requirements or constraints attendant to the performance of this contract; (3) shall be free from supervision or control by any government employee with respect to the manner or method of performance of the service specified; but (4) shall, pursuant to the government's right and obligation to inspect, accept or reject work, comply with such general direction of the CO, or the duly authorized representative of the CO as is necessary to ensure accomplishment of the contract objectives.

7. DELIVERY OF WORK PRODUCT/INSTRUCTION FROM COTR

7.1 The Contractor shall follow the procedures and rules of the Government of the District of Columbia. During performance under this contract and/or at completion of work, the Contractor shall provide orderly hand-over of work

products and deliverables to the District COTR, including all documentation, electronic or otherwise, created during performance of the contract. All work product produced under the contract is at all times the property of the District.

7.2 In addition, the Contractor shall:

- 7.2.1 Ensure that all work is performed on District premises, unless otherwise approved in writing by the Contracting Officer;
- 7.2.2 Collect and document project constraints for cost, schedule, and quality. Obtain approval from the Contracting Officer for proposed scope changes.
- 7.2.3 Through out the performance of the above items, coordinate with District employees and other consultants/Contractors employed by the District.
- 7.2.4 Provide sufficient support after submission of deliverables and work products, as necessary to clarify the contents of deliverables to the District.

8. INVOICE PAYMENT

The District will make payments to the Contractor, upon the submission of proper invoices, at the prices stipulated in this contract, for supplies delivered and accepted or services performed and accepted, less any discounts, allowances or adjustments provided for in this contract. The District will pay the Contractor on or before the 30th day after receiving a proper invoice from the Contractor. The Contractor shall submit proper invoices no later than on a monthly basis or as otherwise specified in the order or by the COTR. Invoices shall be prepared in duplicate and submitted to the agency Chief Financial Officer (CFO) with concurrent copies to the Contracting Officer's

Technical Representative (COTR) specified in this solicitation. The address of the CFO is:

Name: Yusuf Acar
441 4th Street, NW, Suite 960N
Address: Washington, D.C. 20001
Telephone: (202) 727-4317

To constitute a proper invoice, the Contractor shall submit the following information:

- (a) Contractor's name and invoice date (Contractors are encouraged to date invoices as close to the date of mailing or transmittal as possible.);
- (b) Contract number and Encumbrance Code (PO Number). Assignment of an invoice number by the Contractor is also recommended;
- (c) Description, price, quantity, dates and the percent (%) of work actually performed;
- (d) The original and two (2) copies of invoices for cost reimbursable expenses, if authorized by the contract;

(e) Other supporting documentation or information, as required by the Contracting Officer;

(f) Name, title, telephone number and complete mailing address of the responsible official to whom payment is to be sent;

(g) Name, title, phone number of person preparing the invoice;

(h) Name, title, phone number and mailing address of person; and authorized signature.

(i) Monthly bills must be broken down by rate, person, hours, and task as an attachment to each bill, with approved District timesheets.

9. EVALUATION FOR AWARD

The contract will be awarded to the responsible offeror whose offer is most advantageous to the District, based upon price for the items listed on page 1 and the attached statement of work.

10.1 Price (100 Points)

10.2 PREFERENCE (12 Points)

10.3 TOTAL POINTS (112 Points)

11.0 PREFERENCES FOR LOCAL BUSINESSES, DISADVANTAGED BUSINESSES, RESIDENT-OWNED BUSINESSES, SMALL BUSINESSES, LONGTIME RESIDENT BUSINESSES, OR LOCAL BUSINESSES WITH PRINCIPAL OFFICES LOCATED IN AN ENTERPRISE ZONE

Under the provisions of the “Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005” (the Act), Title II, Subtitle N, of the “Fiscal Year 2006 Budget Support Act of 2005”, D.C. Law 16-33, effective October 20, 2005, as amended, the District shall apply preferences in evaluating bids or proposals from businesses that are small, local, disadvantaged, resident-owned, longtime resident, or local with a principal office located in an enterprise zone of the District of Columbia.

11.1 GENERAL PREFERENCES

For evaluation purposes, the allowable preferences under the Act for this procurement are as follows:

11.1.1 The addition of three points on a 100 point scale for a small business enterprise (SBE) certified by the Small and Local Business Opportunity Commission (SLBOC) or the Department of Small and Local Business Development (DSLBD), as applicable;

- 11.1.2 The addition of five points on a 100 point scale for a resident-owned business enterprise (ROB) certified by the SLBOC or the DSLBD, as applicable;
- 11.1.3 The addition of ten points on a 100 point scale for a longtime resident business (LRB) certified by the SLBOC or the DSLBD, as applicable;
- 11.1.4 The addition of two points on a 100-point scale for a local business enterprise (LBE) certified by the SLBOC or the DSLBD, as applicable;
- 11.1.5 The addition of two points on a 100-point scale for a local business enterprise with its principal office located in an enterprise zone (DZE) and certified by the SLBOC or the DSLBD, as applicable; and
- 11.1.6 The addition of two points on a 100-point scale for a disadvantaged business enterprise (DBE) certified by the SLBOC or the DSLBD, as applicable.

11.2 MAXIMUM PREFERENCE AWARDED

Notwithstanding the availability of the preceding preferences, the maximum total preference to which a certified business enterprise is entitled under the Act for this procurement is twelve (12) points on a 100 point scale for submissions in response to this RFQ.

11.3 PREFERENCES FOR CERTIFIED JOINT VENTURES

When the SLBOC or the DSLBD, as applicable, certifies a joint venture, the certified joint venture will receive preferences as a prime Contractor for categories in which the joint venture and the certified joint venture partner are certified, subject to the maximum preference limitation set forth in the preceding paragraph.

11.4 VENDOR SUBMISSION FOR PREFERENCES

11.4.1 Any vendor seeking to receive preferences on this solicitation must submit at the time of, and as part of its bid or proposal, the following documentation, as applicable to the preference being sought:

11.4.1.1 Evidence of the vendor’s or joint venture’s certification by the SLBOC as an SBE, LBE, DBE, DZE, LRB, or RBO, to include a copy of all relevant letters of certification from the SLBOC; or

11.4.1.2 Evidence of the vendor’s or joint venture provisional certification by the DSLBD as an SBE, LBE, DBE, DZE, LRB, or RBO, to include a copy of the provisional certification from the DSLBD.

11.4.2 Any vendor seeking certification or provisional certification in order to receive preferences under this solicitation should contact the:

Department of Small and Local Business Development
 ATTN: LSDBE Certification Program
 441 Fourth Street, N.W., Suite 970N

Washington, DC 20001

11.4.3

All vendors are encouraged to contact the DSLBD at (202) 727-3900 if additional information is required on certification procedures and requirements.

**Office of the Chief Technology Officer
Network Communications Services
Statement of Work**

C.1 SCOPE/ASSUMPTIONS:

The District of Columbia Government Office of the Chief Technology Officer, Information Technology Control Center has a requirement for Check Point Power-1 equipment, as part of the ODC2 to UCC data center re-location project. This equipment is the Firewall Gateway for the UCC Site. An OCTO Project Manger will facilitate the project to ensure that deliverables are completed as scheduled.

C.1.1 Deliverables

Part Number	Description	Comments	Qty
CP-CPPWR-APP-M9070	Check Point Power - 1 Appliance Model 9070		2
CP-CPPWR-SDTS-M9070	Check Point Smart Defense Services Total Security for Power -1 Model 9070. Annual Subscription		2
CP-CPPWR-ACC-SPARES	Replacement parts kit for Power-1 Models 5070 and 9070 including one hard-drive, on power supply and one fan.		1
	Check Point Enterprise Software Subscription & Premium Technical Support. Includes: Access to critical hot fixes, service packs, and major upgrades with Software Subscription, comprehensive support from experienced engineers, 24x7 business day support and 30 minute committed response, Advanced Access to Secure Knowledge 2.0		1
CP-CPPWR-ACC-4-ISRF	IB SR FIBER (Multi mode)(4ports) for Power-1 Models 5070 and 9070		2

C.1.2 Definitions N/A

C.2 BACKGROUND

The Office of the Chief Technology Officer will be performing data center relocation from the ODC2 facility to the UCC. The Check Point Power 1 is the firewall gateway that will be used at the UCC.

C.3 REQUIREMENTS

The Office of the Chief Technology Officer will not accept any re-furnished hardware for original hardware purchases. No substitution of hardware manufacturer, model, or type will be accepted. For all equipment deliveries, please send all shipments to the following address and contact person the COTR.