**REQUEST FOR PROPOSALS:**

**ORGANIZATION:** The Southwest Regional Recreation Authority (SRRA)

**MISSION**: To develop and manage multi-use trails in the Southwest Regional Recreation Area to stimulate, enhance and sustain economic development and job creation through entrepreneurial opportunities in Southwestern Virginia.

**PURPOSE SRRA is seeking bids for (5) Dell Latitude 3550 or**

**OF PROPOSAL: equivalent laptops.**

**DEADLINE:** Proposals must be submitted to the Authority via the eVA

procurement system or in person by July 11th, 2024, at

12 Noon. Proposals submitted after the above stated date shall be

rejected.

**ADDRESS** Southwest Regional Recreation Authority

**TO SUBMIT** 11325 Norton-Coeburn Road

**BIDS**: Coeburn, VA 24230 or Email to: **srraevents1@gmail.com**

**VENDOR** Vendor questions should be submitted to:

**QUESTIONS: srraevents1@gmail.com**

**SPECIAL (1)** Each and every condition requested is material to the bid.

**INSTRUCTIONS: (2)** The Authority reserves the right to accept or reject any or all proposals and to waive technical mistakes in the submission of the Proposal Forms.

**(3)** Mustsubmit bid pricing and firm qualifications.

**DIRECT** James Marcum

**INQUIRIES TO:** 11325 Norton-Coeburn Road

Coeburn, VA 24230

Telephone: (276) 807-7581 EXT:100

Email: [srraevents1@gmail.com](mailto:srraevents1@gmail.com)

**Scope:** *SRRA is seeking bids for (5) Dell Latitude 3550 or equivalent laptops:*

***Must meet the Following Specs:***

1. **Dell Latitude 3550 or equivalent  
     
   13th Gen Intel® Core™ i5-1335U  
     
   16 GB RAM  
     
   1 TB NVMe hard drive  
     
   Windows 11 Professional  
     
   15.6" FHD (1920x1080) Non-Touch, AG, IPS, 250 nits, FHD Cam, WLAN  
     
   Intel Wi-Fi 6E (6 if 6E unavailable) AX211, 2x2, 802.11ax, Bluetooth  
   Wireless Card  
     
   3- cell, 54Wh Battery, Express Charge, Express Charge Boost capable  
     
   3 year Pro Support next business day  
     
   24" LG monitor – additional - $100  
     
   USB C docking station with ability for multiple monitors**

**Evaluation and Scoring Criteria for Award include the following:**

|  |  |  |
| --- | --- | --- |
|  | **Evaluation Criteria** | **Points** |
| **1** | Compliance with required specifications: | 25 |
| **2** | Initial purchase cost: | 25 |
| **3** | Total cost of ownership: | 15 |
| **7** | Vendor Experience, Reputation, Customer Service and Past Performance | 15 |
| **8** | Warranty duration and coverage: | 10 |
| **9** | Delivery timeline (and flexibility), and Support Services | 5 |
| **10** | Innovative Features and Technology | 5 |
|  | **TOTAL:** | **100** |

**“Best Value Standard”** Proposals shall be evaluated on the basis of “Best Value” as defined under Virginia Code Section 2.2-4301, and shall include the overall combination of quality, price, and various elements of required services that in total are optimal relative to the organization's needs pursuant to the terms of the proposal and not necessarily the lowest bid will be accepted.

**Negotiation** Negotiation sessions may be held to implement contract details and other expectations of the parties applicable to the purchase, based on the RFP and the proposal(s) submitted.