



Municipality of Anchorage

Ethan Berkowitz, Mayor

Purchasing Department
December 4, 2018
REQUEST FOR PROPOSAL
RFP 2018P033

Provide Personal Computing Devices and Accessories

ADDENDUM NO. 3

Please make the following changes to the subject project.

1. Questions and Answers:

Question 1- Is the MOA willing to award the peripherals (including monitors) as a secondary award? If so, how will the scoring evaluation detailed in the RFP be applied against a peripheral-only offer?

Answer 1- The MOA is looking for the vendor(s) who best meet the requirements outlined in Section 3 of the RFP and will award accordingly. The Scoring will be applied as stated in section 5 of the RFP. A proposal for only peripheral equipment would receive less points than a proposal for all equipment.

Question 2 - How is freight currently being handled by your suppliers?

Answer 2 – With the current vendor we purchase the majority of our standard equipment and peripherals from, freight is factored into the contract pricing. We see no freight charges on any of our orders unless “expedited” shipping is requested.

Question 3 - Freight is dependent on variable factors such as item ordered, shipment origin, stock item versus special order, standard or expedited, etc. Are you willing to accept an offer that does not include shipping since that cost will vary based on the factors just detailed?

Answer 3 - No

Question 4 - Are you able to provide expected order volume information for the peripheral items (including monitors)?

Answer 4 – Existing PC and printer counts are included in the RFP. We turnover roughly 20-25% of our hardware each year.

Question 5 - If an item is not included in our standard stock inventory, will we be held to the 10-day delivery timeframe?

Answer 5 – Our Requirement for our standard catalogue items is for 10 days or less delivery. Please provide information on your company's ability to meet this requirement and any supporting information about processes that support this delivery requirement for standard catalogue or other items.

Question 6 - What is your average order size? Does the MOA consolidate or aggregate orders?

Answer 6 – We do not aggregate or consolidate orders. Orders vary and are dependent on the needs of our customers initiating the purchase request.

Question 7 - Will you accept monitors without asset tags?

Answer 7 – Yes – however, vendors who provide tagging for monitors may score higher.

This addendum and other documents related to this project are available by visiting the Purchasing office website at:

<http://www.muni.org/Departments/purchasing/Pages/bidding.aspx>

If you have previously submitted a response to this project and wish to have it returned please contact Denise Buck at (907) 343-4691.

All other terms and conditions remain unchanged.

Sincerely,


Dave Cloninger
Deputy Purchasing Officer