



TEXAS DEPARTMENT OF INFORMATION RESOURCES

State of Texas
Department of Information Resources

DIR Co-Op Contracts
Request for Quotation
CCTS Cisco Telephone VoIP Equipment Lease

Solicitation #:	RFQ-33-FY22
Return by Date and Time:	November 15, 2021 at 2:00 P.M. CT

RESPONDENT INFORMATION (To be completed by Respondent)

Respondent Name:	
Address:	
City, State, Zip:	
Phone #:	
Email Address:	
Co-Op Contract #:	
Class & Item Code(s):	838-83, 839-00, 958-68, 958-89
Contract Term Dates:	Date of Award through February 28, 2027 (5-year contract)
Quotation Expiration Date:	



1. Introduction and Background

The Texas Department of Information Resources (DIR) is seeking pricing to procure Cisco Telephone Voice over Internet Protocol (VoIP) Equipment for the Capitol Complex Telephone System (CCTS). As a result of this Request for Quotation (RFQ), DIR expects to receive and evaluate responses and select one or more Qualified Respondents with whom to enter into a contract award. DIR has an interest in exploring various offerings through this procurement and, therefore, encourages all Respondents in a position to respond to this solicitation to provide pricing. DIR reserves the right to award more than one contract from this RFQ. All contracts awarded shall be indefinite quantity contracts with no minimum guarantees of any purchases. **As part of DIR's initiatives to identify strategic sourcing opportunities, DIR reserves the right to make a single award or multiple awards as determined by DIR to achieve the highest overall value to the state.**

2. Requirements

2.1 Required Services

DIR intends to contract with the Successful Respondent to provide Cisco Telephone VoIP Equipment for the Capitol Complex Telephone System.

2.2 Pricing

The Respondent shall provide pricing in Section 4, Pricing.

2.3 Financing

DIR will not be a party to any third-party finance agreement. Nothing in this RFQ shall be construed as indication that DIR will enter into a finance agreement with the reseller, or with the manufacturer.

DIR will issue an annual Purchase Order (PO).

2.4 Invoices

The Successful Respondent will submit a monthly invoice, in accordance with the associated DIR Contract requirements, setting forth the total payment amount due. Payment will be made in accordance with Appendix A of the DIR Contract. The electronic invoice will be emailed to: Accounts.Payable@dir.texas.gov.

DIR, in its sole discretion, may elect to negotiate alternate payment terms.

3. Term of Contract

The contract shall commence upon date of award and remain in effect through February 28, 2027.

4. Pricing



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Respondent shall detail their pricing, including both purchase price and lease pricing for Cisco Telephone VoIP Equipment below. Price should be based on the unit of measure (e.g., per access, enterprise wide, etc.) in which the telephone VoIP equipment is provided. Respondents should also provide a summary of any assumptions and exclusions.

Respondent should submit their best pricing for Cisco Telephone VoIP Equipment as outlined in this document and in accordance with their DIR Cooperative Contract. Quotes shall remain valid for a minimum of sixty (60) calendar days. Brands may not be substituted unless otherwise specified. All associated charges related to the equipment delivery must be provided on this form.

Table 1: Pricing Form for Five-Year 60-Month Lease Contract Term

Line No.	Part Number	Description	Qty	List Price	DIR Discount	Unit Price (Price with DIR Discount)	Extended Price (Qty * Unit Price)
1	CP-8811-K9=	Cisco IP Phone 8811 Series	790	\$507.53	%	\$	\$
2	CP-8841-K9=	Cisco IP Phone 8841 Series	268	\$543.71	%	\$	\$
3	CP-8851-K9=	Cisco IP Phone 8851 Series	85	\$649.23	%	\$	\$
4	CP-8800-A-KEM=	8800 Series Audio KEM, 28 Button	85	\$567.45	%	\$	\$
5	ATA191-K9	2-Port Analog Telephone Adapter	43	\$327.49	%	\$	\$
6	ATA191-CLIP-NA	Power Clip for ATA191 and ATA192, North America	43	\$0.00	%	\$	\$
7	CP-3905=	Cisco Unified SIP Phone 3905, Charcoal, Standard Handset	68	\$104.52	%	\$	\$
8	A-FLEX-3-PUBLICSECT	Flex Public Sector Start Date 15-Mar-2022 End Date 15-Feb-2027	1	\$0.00	%	\$	\$
9	A-FLEX-EXP-KEY	Expressway Release Key (1)	12	\$0.00	%	\$	\$
10	A-FLEX-FILESTG-ENT	File Storage Entitlement	28,020	\$0.00	%	\$	\$
11	A-FLEX-H-UCM-11X	Unified Communications Manager v11 License (1)	1,401	\$0.00	%	\$	\$
12	A-FLEX-EXP-GW	Enable GW Feature (H323-SIP) (1)	12	\$0.00	%	\$	\$
13	A-FLEX-SW-11X-K9	On-Premises & Partner Hosted Calling SW Bundle v11 (1)	1	\$0.00	%	\$	\$
14	A-FLEX-H-UCM-PAK	UCM Product Authorization Key (1)	1	\$0.00	%	\$	\$
15	A-FLEX-H-PLMENC-K9	Unified Communications Manager Encryption License (1)	1	\$0.00	%	\$	\$
16	A-FLEX-JABBER	Jabber (1)	701	\$0.00	%	\$	\$
17	A-FLEX-EXP-AN	Enable Advanced Networking Option (1)	6	\$0.00	%	\$	\$
18	A-FLEX-EXP-E	Enable Expressway-E Feature Set (1)	6	\$0.00	%	\$	\$
19	A-FLEX-EXP-SERIES	Enable Expressway Series Feature Set (1)	12	\$0.00	%	\$	\$
20	A-FLEX-EXP-TURN	1800 TURN Relay Option (1)	6	\$0.00	%	\$	\$



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Line No.	Part Number	Description	Qty	List Price	DIR Discount	Unit Price (Price with DIR Discount)	Extended Price (Qty * Unit Price)
21	A-FLEX-NUHL1	NU Partner Hosted Calling Tier 1 (1)	1,401	\$19.75	%	\$	\$
22	A-FLEX-EXP-PAK	Expressway Product Authorization Key (1)	1	\$0.00	%	\$	\$
23	A-FLEX-H-UCXN-11X	Unity Connection v11 License (1)	1,401	\$0.00	%	\$	\$
24	SVS-FLEX-SUPT-BAS	Basic Support for Flex Plan	1	\$0.00	%	\$	\$
25	A-FLEX-MSG-ENT	Messaging Entitlement	1,401	\$0.00	%	\$	\$
26	A-FLEX-HCMF-12X	HCMF v12 License (1)	1,401	\$0.00	%	\$	\$
27	CP-8832-K9	Cisco 8832 in Charcoal with accessories for North America	73	\$1,815.03	%	\$	\$
28	CP-8832-ETH	Cisco 8832 non-PoE Ethernet Accessories for North America	73	\$0.00	%	\$	\$
29	CP-8845-K9=	Cisco IP Phone 8845	31	\$607.02	%	\$	\$
30	A-FLEX-CC	Flex Contact Center	1	\$0.00	%	\$	\$
31	SVS-FLEX-SUPT-BAS	Basic Support for Flex Plan	1	\$0.00	%	\$	\$
32	A-FLEX-PJXSC	Flex CC On-Premises UCCX Standard Concurrent Agent	220	\$45.00	%	\$	\$
33	A-FLEX-05-11X-K9	On-Premises UCCX Standard & Premium Media Kit v11	1	\$0.00	%	\$	\$
34	A-FLEX-J-AGT-RTU	On-Premises PCCE & UCCE, Hosted CCE & CCX Agent RTU	1	\$0.00	%	\$	\$
35	A-FLEX-JX-AGT-PAK	CCX Agent Product Authorization Key	1	\$0.00	%	\$	\$
36	A-FLEX-PJXS-AGT11X	On-Premises UCCX Standard Agent License v11	220	\$0.00	%	\$	\$
37	A-FLEX-PJX-SVR11X	On-Premises UCCX Standard & Premium Server v11	1	\$0.00	%	\$	\$
38	A-FLEX-PJXPC	Flex CC On-Premises UCCX Premium Concurrent Agent	57	\$60.00	%	\$	\$
39	A-FLEX-PJXP-AGT11X	On-Premises UCCX Premium Agent License v11	57	\$0.00	%	\$	\$
TOTAL PURCHASE COST							\$
TOTAL LEASE COST							\$
Lease Rate Factor							
MONTHLY LEASE PAYMENT AMOUNT (Total Lease Cost/60)							\$

5. Evaluation of Responses



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DIR will review proposals to determine responsiveness to this RFQ. All determinations about responsiveness to this RFQ are final. The DIR Procurement Lead will review all responses that have not been rejected. At any time during the evaluation process, DIR may ask any or all Respondents to elaborate on or clarify specific points or portions of their response. DIR's request and Respondent's response shall be in writing. Once initial evaluation of responses has been completed, the DIR Procurement Lead shall turnover the tabulated scores to the DIR Procurement Oversight Group.

5.1 Evaluation Criteria

5.1.1 Pass/Fail Criteria

In addition to the weighted criteria listed below DIR also reviews additional Pass/Fail criteria as follows:

Compliance with applicable provisions of §§2155.074, 2155.075, 2156.007, 2157.003, and 2157.125, Gov't Code. Respondents may fail this selection criterion for any of the following conditions:

- (a) A score of less than a C in the Vendor Performance System;
- (b) Currently under a Corrective Action Plan through the CPA, having repeated negative Vendor Performance Reports

5.1.2 Evaluation Criteria

DIR intends to award this RFQ to the respondent offering the best value. Prices will be calculated and compiled in a bid tab.

5.2 Best and Final Offer

DIR in its discretion shall make the determination whether to engage in the Best and Final Offer process. The Best and Final Offer process, if held, will follow the scoring methodology as outline above.

DIR reserves the right to continue to evaluate responses until such point as the best value, as defined by Texas Government Code, Section 2157.003, is obtained for the State.

5.3 Award of Contract

DIR Executive Management shall make the decision to award any contracts, if in the best interest of DIR and the State to do so. The decision of Executive Management on any award is final. All responses and working papers pursuant to this RFQ are not subject to disclosure under the Public Information Act until all contracts resulting from this RFQ have been executed. Any Contract resulting from this solicitation is contingent upon the continued availability of lawful appropriations by the Texas Legislature.

6. Rejection of Responses



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DIR has sole discretionary authority and reserves the right to reject any and all Responses received as a result of this RFO. Responses that do not comply with the mandatory submission requirements may be rejected. In addition, DIR reserves the right to accept or reject, in whole or in part, any Responses submitted, and to waive minor technicalities when in the best interest of the State.

7. Right to Amend or Withdraw RFQ

- (a) DIR reserves the right to alter, amend, or modify any provision of this RFQ, or to withdraw this RFQ, in whole or in part, at any time prior to the award of a Contract if doing so is in the best interest of the State. DIR reserves the right to re-solicit for like or similar products and services whenever it determines re-solicitation to be in the best interest of the State.
- (b) Any changes or additional information regarding this RFQ will be issued as an Addendum to the Respondents.

8. Schedule of Events

8.1 Schedule of Events

DIR plans to comply with the following schedule for this RFQ. These dates represent DIR's desired schedule of events. DIR reserves the right to modify these dates at any time, with appropriate notice to prospective Respondents.

Table 3: Schedule of Events

Activity	Date
Request for Quotation Issued to Respondents	October 29, 2021
Deadline for Submitting RFQ Questions	November 3, 2021
Answers issued to Respondents	November 5, 2021 or soon thereafter as is convenient.
Deadline for Submitting Response	November 15, 2021 – 2:00 P.M. CT
Anticipate Award Date	December 2021

8.2 Question and Answers

Respondents shall submit all questions regarding this RFQ by email only to the Point of Contact listed in Section 10 Point of Contact. No phone inquiries will be accepted. Questions regarding this RFQ will be accepted by the date and time specified in the table above. DIR will respond to questions received no later than the date and time specified above, or soon thereafter as is possible.

By submission of an inquiry, Respondents acknowledge that the applicable inquiry and official answer may be shared with other Respondents and therefore Respondents will not include any confidential or proprietary information in such inquiries. DIR will not identify the Respondent that submitted any particular inquiry.

9. Response Submittal Instructions



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A signed RFQ must be received by the Procurement Lead listed above prior to the "Return by" date and time listed in Section 8.1 Schedule of Events. Responses must be sent via email to the contact listed in Section 10 Point of Contact. Respondent should submit their best pricing for services as outlined in this document and in accordance with the Respondent's DIR Contract. Quotes shall remain valid for a minimum of sixty (60) calendar days. Brands may not be substituted unless otherwise specified. All associated charges related to the equipment delivery must be provided on this form. For any questions, contact the Procurement Lead listed below. Any awards resulting from this RFQ will result in a purchase order.

NOTE: (1) Late responses may not be considered, (2) awards will be made in the best interest of the State, (3) Respondents must specify if quoting all or none.

The DIR reserves the right to make an award on the basis of low line-item price, low total of line items, or in any other combination that will serve the best interest of the DIR and to reject any and all quoted items at the sole discretion of the DIR. The DIR also reserves the right to accept or reject all or any part of any quote, waive minor technicalities and award the contract to best serve the interests of the DIR.

10. Point of Contact

All communications for this RFQ, including Respondent's Response, must be directed through the DIR Point of Contact:

Jennifer Tram, CTCD, CTCM, Procurement Lead

Texas Department of Information Resources

Email: Jennifer.Tram@dir.texas.gov

Upon issuance of this RFQ, employees and representatives of DIR other than the Point of Contact identified in this section will not discuss the contents of this RFQ with any Respondent or their representatives. **Failure of a Respondent and any of its representatives to observe this restriction may result in disqualification of any related Response.** This restriction does not preclude discussions between affected parties for the purpose of conducting business unrelated to this procurement.

The Respondent's authorized agent must sign below. By signing this document, the Respondent acknowledges that all information contained in the document is true and correct and the Respondent agrees to comply with all term and conditions of this document and the Respondent's DIR Co-Op Contract. Failure to sign will disqualify this quote. By signing this quote, Respondent certifies that if a Texas address is shown as the address of the Respondent, the Respondent qualifies as a Texas Bidder as defined in 34 TAC Rule 20.32(68). Respondent further certifies that all representations, warranties, and certifications made by Respondent in the Respondent's DIR Co-Op Contract, including the "Vendor Certifications" in Appendix A, apply to this procurement and are expressly made a part of and incorporated into any related purchase order for the benefit of the Department of Information Resources.

Signature

Title

Date