



University of Massachusetts Amherst
Department of Procurement
Request for Bids:
Switching Module – Cisco Brand
per the attached specifications

RFB# AA10-RH-3520

Bid Opening Date – September 22, 2009 @ 1:00 p.m.

The Office of Information Technology at the University of Massachusetts Amherst is requesting bids to provide the genuine Cisco brand network equipment per the following specifications. This equipment may be new, refurbished or fully tested used. In the bid response it is must be stated if the equipment is refurbished, fully tested used or new.

- All equipment must be genuine Cisco brand. *Alternate vendor “Cisco-compatible” SFP’s in particular are not acceptable.*
- Vendor must guarantee equipment is 100% functional.
- Vendor must provide a minimum 90-day warranty on equipment functionality.
- Delivery: FOB Destination. Delivery free of all charges. All prices must include delivery to the University.
- **Equipment must be shipped to the University within 14 days of award of the bid.**

Bids will be evaluated based on:

1. Overall cost to the University
2. Warranty Length
3. Equipment Condition (new, refurbished or used)

The successful bidder will be required to provide original signed W-9 form to the University if they are not already a recognized University vendor.

All responses to this bid shall be made on the Bid Response Sheet or an exact facsimile thereof. Responses in a form which significantly deviate from the stated response parameters will not be reviewed and may be grounds for disqualification at the University’s sole discretion. An agent of the company with full authority to enter into Agreements and contracts on behalf of the company shall sign the certification.

Bidders shall deliver their bid response to the following address by **Tuesday, September 22, 2009 at 1:00pm, Eastern Standard Time at which time the bids will be opened and publicly read.** Bids shall be clearly marked and addressed to:

University of Massachusetts
Procurement Department
407 Goodell Building ~ 140 Hicks Way
Amherst, MA 01003
Fax 413-545-1643
Attention: RFB AA10-RH-3520

It is the sole responsibility of the bidder to insure that its bid is delivered to the Procurement Department in its entirety by the due date and time. Late bids will not be considered, and will be placed, unopened, in the bid file. Faxed bids will be accepted, provided the original is received within 5 working days after bid deadline submission date.

All questions from prospective vendors regarding this Request for Bid shall be referred to the Purchasing Manager in the Procurement Department by email or fax only, by Tuesday, September 15, 2009 at 2:00 PM. No telephone calls will be entertained. Inquiries received after the specified date and time will not be accepted. The University will E-Mail its response to all questions to all bidders of record by formal addendum by 5:00 pm on Wednesday, September 16, 2009. The contact information for this individual is:

University of Massachusetts Amherst
Rosemary A. Hassay, Purchasing Manager
Fax: (413) 545-1643
Email: procurement@admin.umass.edu

