

NOTICE TO PROPOSERS
REQUEST FOR PROPOSALS (RFP) – NO. 4-2122
E-RATE 25 (2022/2023)

Capistrano Unified School District (“CUSD”) has 56 school sites that qualify for E-Rate Category Two Internal Connections funding discounts. CUSD desires to solicit proposals for equipment, materials and services for all applicable CUSD sites. Proposer must be currently certified as an E-Rate provider and have a valid SPIN number for the 2022-2023 fiscal year (E-Rate Year 25).

Awarded agreement(s) for Category Two would consist of an initial three-year term.

CUSD reserves the right to reject any and all proposals and to waive informalities and minor irregularities in any proposal reviewed. CUSD may reject any proposal that does not conform to the instructions herewith. Additionally, CUSD reserves the right to negotiate all final terms and conditions of any preliminary agreements. CUSD makes no representations that any contract will be awarded to any respondent.

The selection process will include a screening review and evaluation of proposals by CUSD staff. CUSD may award to one, two, or no vendor per category. All costs associated with any proposal shall be the sole responsibility of the proposer. CUSD’s records will be presumptive evidence of receipt.

SUBMITTAL INFORMATION

All responses must be received by:

January 19, 2022, 9:00 a.m., PST

Lynh N. Rust

Executive Director, Contracts & Purchasing

33122 Valle Road, San Juan Capistrano, CA 92675

CONTACT WITH ANYONE OTHER THAN THE INDIVIDUALS NAMED HEREIN IS STRICTLY PROHIBITED.

All questions regarding this RFP must be submitted in writing by January 10, 2021, 8:00 a.m., **PST**, to: Lynh Rust at lnrust@capousd.org **AND** Michael Mortensen at mdmortensen@capousd.org. Both individuals must be copied on all email communication regarding this RFP.

To obtain an RFP package, please visit: <http://purchasing-capousd-ca.schoolloop.com/>