



REQUEST FOR QUOTATION

QUOTATION: **Supply of One (1) Rack Mountable Server for Infrastructure Services**

DATE: **December 20, 2022**

INITIATOR: **Purchasing Department**

DATE QUOTATION REQUIRED:

YEAR: **2023** MONTH: **January** DAY: **10** TIME: **2:00 PM Local Time**

Submit Quotation via email to: purchasing@drumheller.ca

with the subject line:

“RFQ - Supply of One (1) Rack Mountable Server for Infrastructure Services”

All submissions must be in PDF format and not exceed 100MB in size. Zip files will not be accepted.

This Request for Quotation document is comprised of:

1. RFQ General Instructions
2. Schedule A – Evaluation Criteria
3. Schedule B – Technical Specifications

If you do not have all of these components the RFQ package is incomplete - please contact the Initiator.

Your firm is invited to submit a Quotation, pursuant to the general conditions for the scope of work as described. This Quotation shall not be considered authorization to proceed with work herein described. All Procurement processes must comply with Town of Drumheller Purchasing Policy C-09-20.

SECTION #1 - SCOPE OF WORK:

The Town of Drumheller invites Quotations for the supply of one (1) rack mountable 1-2U server for the Infrastructure Services building located at 702 Premier Way, Drumheller, Alberta. Windows Server Licensing and user CALs are not required. Installation/deployment is not included in the scope of this RFQ. Goods must be new, comply with the RFP documents, and conform to Federal and Provincial legislation.

The successful Proponent shall be responsible for all costs incurred for replacement of goods damaged prior to signed receipt of goods. Delivery of the server will be to the Town of Drumheller's I.T. Managed Services provider, Reality Bytes Incorporated, at 155 - 3 Avenue W, Drumheller, Alberta. Please refer to Schedule B – Technical Specifications for full specification information. The supplier is required to complete all necessary sections of this Request for Quotation.

SECTION #2 - QUOTATION AMOUNT:

All Quotations must be in Canadian Funds, excluding GST.

All pricing to include delivery as specified in Schedule B – Technical Specifications.

Total Cost \$ _____

Quotation submission price shall be in effect for **60** days from date of acceptance from the Town of Drumheller.

Delivery Timeline:

Supply and delivery will take place _____ days after award.

Note: The Town is aware of the ongoing supply chain issues; a supply window of up to 90 days would be considered before further evaluation is needed.

SECTION #3 - SUBMISSION REQUIREMENTS:

The Town of Drumheller requires that all submissions shall include the following:

1. All pages of this Request for Quotation;
2. All issued Addenda;
3. Town of Drumheller Business Licence – to be obtained within three (3) business days upon award of project;
4. All submissions must be emailed to purchasing@drumheller.ca prior to 2:00 PM local time on January 10, 2023, in the digital format specified.

SECTION #4 - INELIGIBILITY:

The Town of Drumheller shall deem a submission to be ineligible under the following situations:

1. Submissions that are unsigned, incomplete, improperly signed or sealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations or irregularities of any kind shall be considered ineligible.
2. Submissions that do not include the items listed in Section #3 Submission Requirements, and;
3. Submissions that are not received prior to the closing date and time, as determined by the time keeping of the Town of Drumheller computer system.

SECTION #5 - EVALUATION CRITERIA:

The lowest, or any evaluated Quotation, may not necessarily be accepted. The Town of Drumheller reserves the right to reject any or all Quotations or to accept the Quotation evaluated to be in the best interest of the Town of Drumheller.

The Town's evaluator shall score each submission on the basis stated in Schedule A - Evaluation Criteria. The Town of Drumheller will have the sole and unfettered discretion to award up to the maximum number of points for each criterion listed in Schedule A - Evaluation Criteria. By submitting a Quotation, you acknowledge and agree to waive any right to contest through legal proceedings. The decision to award points in respect to the criteria noted below will be at the sole discretion of the Town of Drumheller. All submissions must include all of the required components specified in Schedule B – Technical Specifications. Substitutions of brand or alternatives may be considered, however, alternatives to the specification outlined in Schedule B – Technical Specifications will be evaluated at a lower level.

By submitting a Quotation, you acknowledge that you have reviewed the Ineligibility Criteria contained herein and you confirm that your Quotation meets all requirements of *the Town*.

SECTION #6 – INQUIRIES:

All inquiries regarding this Request for Quotation shall be made via email to:

purchasing@drumheller.ca

Deadline for inquiries is January 3, 2023, at 4:30 PM local time.

SECTION #7 - INTENT:

The undersigned contractor hereby provides a Quotation to supply the goods as described herein in its entirety for the cost as described in Section 2.

COMPANY: _____

Print name of authorized personnel: _____

Signature: _____ Corporate Seal: _____

Email Address: _____

Telephone number: _____

TOWN OF DRUMHELLER:

Print name of authorized personnel: _____

Signature: _____

DATE: YEAR MONTH DAY

Upon completion of signatures above, this document will represent a contract agreement between the contractor and the Town of Drumheller.

SCHEDULE A – EVALUATION CRITERIA

Section A.1 – Evaluation Criteria Breakdown:

Each Quotation received will be evaluated on the basis listed below. The Town of Drumheller will have the sole and unfettered discretion to award up to the maximum number of points for each criterion listed below.

By submitting a Quotation, you acknowledge and agree to waive any right to contest through legal proceedings. The decision to award points in respect to the criteria noted below will be at the sole discretion of the Town of Drumheller.

EVALUATION BASED ON:	100%
Pricing	50%
Specifications. Exactly meets the specifications identified in Schedule B – Technical Specifications	30%
Delivery Date	20%

Section A.2 – Evaluation Criteria Definitions:

Cost:

Full scoring for cost shall be given to the lowest Total Project Cost value submission. A score of zero (0) shall be given to the highest Total Project Cost value submission. All other submissions shall be awarded a pro-rated value between these two amounts.

Specifications:

The Town of Drumheller shall evaluate the submission to confirm that the contents represent a clear understanding of the performance and technical requirements.

Delivery Date:

Full scoring for delivery date shall be given to the shortest specified delivery timeline submission. A score of zero (0) shall be given to the longest specified delivery timeline submission. All other submissions shall be awarded a pro-rated value between these two amounts. Note: The Town is aware of the ongoing supply chain issues; a supply window of up to 90 days would be considered before further evaluation is needed.

SCHEDULE B – TECHNICAL SPECIFICATIONS

All submissions must include all of the required components specified in Schedule B – Technical Specifications. Substitutions of brand or alternatives may be considered, however, alternatives to the specification outlined in Schedule B – Technical Specifications will be evaluated at a lower level.

Goods must be new, comply with the RFQ documents, and conform to Federal and Provincial legislation.

The successful Proponent shall be responsible for all costs incurred for replacement of goods damaged prior to signed receipt of goods.

Section B.1 – Technical Specifications Breakdown:

Base server:

Form Factor:

- Rack Mountable, 1-2U

Specifications:

- 1x Xeon Gold 5218 2.30 GHz
- 192 GB DDR4-2666/PC4-21300 SDRAM – ECC
- 12Gb RAID Card with 2GB Flash Memory.
 - Must support RAID 0, 1, 5, 10, 50, JBOD, 60, 6
- 4x 3.84TB 2.5" 12Gb SSD SAS Hard drives enterprise/server class
- 4x 1.92TB 2.5" 12Gb SSD SAS Hard drives enterprise/server class
- 2x M.2 128GB SATA 6Gbps SSD Hard drives enterprise/server class
 - With Mirroring enablement
- 10Gb 2-Port SFP+ Card
- Redundant Power supply

Warranty Requirement:

- 5-year On-site servicing, 24/7/365, 4-hour response window. Option to retain drive required for data retention bylaw compliance.

Other notes:

Windows Server Licensing and user CALs are not required.

Installation/deployment is not included in the scope of this RFQ.

The successful proponent should deliver to:

Reality Bytes Incorporated
FAO: Mr. Ashley Uwins
155 - 3 Avenue W
Drumheller, Alberta T0J0Y0

Delivery must require a signature and tracking number for all components if not shipped complete.

Section B.2 – Technical Specifications Breakdown Table:

Qty	Description	Yes	No	Deviation Explanation
1	Base Server - Rack Mountable, 1-2U			
1	Xeon Gold 5218 2.30 GHz			
1	192 GB DDR4-2666/PC4-21300 SDRAM – ECC			
1	12Gb RAID Card with 2GB Flash Memory. - Must support RAID 0, 1, 5, 10, 50, JBOD, 60, 6			
4	3.84TB 2.5" 12Gb SSD SAS Hard drives enterprise/server class			
4	1.92TB 2.5" 12Gb SSD SAS Hard drives enterprise/server class			
2	M.2 128GB SATA 6Gbps SSD Hard drives enterprise/server class - with Mirroring enablement			
1	10Gb 2-Port SFP+ Card			
1	Redundant Power supply			
Warranty Requirement				
	Warranty 5-year On-site servicing, 24/7/365, 4-hour response window. Option to retain drive required for data retention bylaw compliance.			
Other Notes				
	Windows Server Licensing and user CALs are not required.			
	Installation/deployment is not included in the scope of this RFQ.			
Delivery Requirements				
	Delivery must require a signature and tracking number for all components if not shipped complete.			
	The successful proponent shall deliver to: Reality Bytes Incorporated FAO: Ashley Uwins 155 - 3 Avenue W Drumheller, Alberta T0J0Y0			

