

ATTACHMENT D – Price Proposal Form and Instructions

Instructions

In order to assist Offerors in the preparation of their price proposal and to comply with the requirements of this solicitation, Price Instructions and Price Forms have been prepared. Offerors shall submit their price proposal on the forms in accordance with the instructions on the forms and as specified herein. Do not alter the forms or the price proposal ~~shall~~ **may** be rejected. The Price Form is to be signed and dated, where requested, by an individual who is authorized to bind the Offeror to all proposed prices. Any incorrect entries or inaccurate calculations by the vendor will be treated as provided in COMAR 21.05.03E and 21.05.02.12. First year prices commence upon contract award.

Offerors shall determine which functional areas to propose except, if proposing functional area IV an offeror must also propose functional area I, II, or III and/or functional area V. Functional area ~~II~~ **IV** cannot be proposed alone.

FORM D-I FUNCTIONAL AREA I HARDWARE MSRP PRICE COMMITMENT

The Offeror must acknowledge the use of the MSRP as a baseline for the master contract and commit to charging no higher than the MSRP **published** as of the date of the PORFP proposal submission. The MSRP is being used as a ~~baseline~~ **ceiling** for price only.

FORM D-II FUNCTIONAL AREA II HARDWARE MSRP PRICE COMMITMENT

The Offeror must acknowledge the use of the MSRP as a baseline for the master contract and commit to charging no higher than the MSRP **published** as of the date of the PORFP proposal submission. The MSRP is being used as a ~~baseline~~ **ceiling** for price only.

FORM D-III FUNCTIONAL AREA III HARDWARE MSRP PRICE COMMITMENT

The Offeror must acknowledge the use of the MSRP as a baseline for the master contract and commit to charging no higher than the MSRP **published** as of the date of the PORFP proposal submission. The MSRP is being used as a ~~baseline~~ **ceiling** for price only.

FORM D-IV FUNCTIONAL AREA IV INSTALLATION AND TRAINING SERVICES

Offerors are required to record the fully-loaded hourly prices they are proposing for each listed item. Record the hourly labor rate for all 5 years of the Master Contract for all labor categories.

FORM D-V FUNCTIONAL AREA V MANUFACTURER'S EXTENDED WARRANTY MSRP PRICE COMMITMENT

The Offeror must acknowledge the use of the MSRP as a baseline for the master contract and commit to charging no higher than ~~the~~ MSRP **published** as of the date of the PORFP proposal submission. The MSRP is being used as a ~~baseline~~ **ceiling** for price only.

ATTACHMENT D-I
Functional Area I - Microcomputers, PCs, Servers and Associated
Peripherals
MSRP COMMITMENT

I acknowledge by signing this attachment, the requirement of providing pricing no higher than the MSRP published as of the date of PORFP proposal ~~submission~~.submission.

Offerors shall state below the Manufacturer Hardware Proposed (Attach additional sheets, if necessary):

Manufacturer(s):

SUBMITTED BY:

AUTHORIZED SIGNATURE

DATE

PRINTED NAME AND TITLE

COMPANY NAME

COMPANY ADDRESS

FEIN NUMBER

TELEPHONE NUMBER

ATTACHMENT D-II
Functional Area II - Printers and Associated Peripherals
MSRP COMMITMENT

I acknowledge by signing this attachment, the requirement of providing pricing no higher than the MSRP **published** as of the date of PORFP proposal submission.

Offerors shall state below the Manufacturer Hardware Proposed (Attach additional sheets, if necessary):

Manufacturer(s):

SUBMITTED BY:

AUTHORIZED SIGNATURE

DATE

PRINTED NAME AND TITLE

COMPANY NAME

COMPANY ADDRESS

FEIN NUMBER

TELEPHONE NUMBER

ATTACHMENT D-III
Functional Area III - Network Communications Equipment
MSRP COMMITMENT

I acknowledge by signing this attachment, the requirement of providing pricing no higher than the MSRP **published** as of the date of PORFP proposal submission.

Offerors shall state below the Manufacturer Hardware Proposed (Attach additional sheets, if necessary):

Manufacturer(s):

SUBMITTED BY:

AUTHORIZED SIGNATURE

DATE

PRINTED NAME AND TITLE

COMPANY NAME

COMPANY ADDRESS

FEIN NUMBER

TELEPHONE NUMBER

**ATTACHMENT D-IV FUNCTIONAL AREA IV
Installation and Training Services Labor Rate Schedule**

NOTE: COMPLETING D-IV REQUIRES OFFERORS TO ALSO COMPLETE D-1, D-II or D-III.

RFP SEC. #	LABOR CATEGORY	CONTRACT YR. 1 FULLY LOADED HOURLY RATE	CONTRACT YR. 2 FULLY LOADED HOURLY RATE	CONTRACT YR. 3 FULLY LOADED HOURLY RATE	CONTRACT YR. 4 FULLY LOADED HOURLY RATE	CONTRACT YR. 5 FULLY LOADED HOURLY RATE
2.15.1	Training Specialist/Instructor					
2.15.2	Project Manager					
2.15.3	Subject Matter Expert					
2.15.4	Network Administrator					
2.15.5	Sr. Network Engineer					
2.15.6	Jr. Network Engineer					
2.15.7	Sr. Network Technician					
2.15.8	Jr. Network Technician					
2.15.9	Sr. Computer Software/Integration Analyst					
2.15.10	Junior Computer Systems Analyst					

SUBMITTED BY _____

AUTHORIZED SIGNATURE _____ DATE

PRINTED NAME AND TITLE

COMPANY NAME

COMPANY ADDRESS

FEIN Number _____ Telephone Number _____

**ATTACHMENT D-V -FUNCTIONAL AREA V
Manufacturer's Warranty Services MSRP Price Commitment**

I acknowledge by signing this attachment, the requirement of providing pricing no higher than the MSRP published as of the date of PORFP proposal submission. ~~the MSRP is being used as a baseline for price only.~~

Offerors shall state below the manufacturer of the line that warranty is proposed (attach additional sheets, if necessary):

SUBMITTED BY:

AUTHORIZED SIGNATURE DATE

PRINTED NAME AND TITLE

COMPANY NAME

COMPANY ADDRESS

FEIN NUMBER

TELEPHONE NUMBER

ATTACHMENT H - Conflict Of Interest Affidavit And Disclosure

A. "Conflict of interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the State, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.

B. "Person" has the meaning stated in COMAR 21.01.02.01B(64) and includes an offeror, contractor, consultant, or subcontractor or sub consultant at any tier, and also includes an employee or agent of any of them if the employee or agent has or will have the authority to control or supervise all or a portion of the work for which a bid or offer is made.

C. The ~~offeror~~ **Master Contractor** warrants that, except as disclosed in §D, below, there are no relevant facts or circumstances now giving rise or which could, in the future, give rise to a conflict of interest.

D. The following facts or circumstances give rise or could in the future give rise to a conflict of interest (explain detail—attach additional sheets if necessary):

E. The ~~offeror~~ **Master Contractor** agrees that if an actual or potential conflict of interest arises after the date of this affidavit, the offeror shall immediately make a full disclosure in writing to the procurement officer of all relevant facts and circumstances. This disclosure shall include a description of actions which the offeror has taken and proposes to take to avoid, mitigate, or neutralize the actual or potential conflict of interest. If the contract has been awarded and performance of the contract has begun, the contractor shall continue performance until notified by the procurement officer of any contrary action to be taken.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date: _____ By: _____
(Authorized Representative and Affiant)

ATTACHMENT I – Mercury Affidavit

MERCURY AFFIDAVIT

AUTHORIZED REPRESENTATIVE THEREBY AFFIRM THAT:

I am the _____ (Title) and the duly authorized representative of _____ (Business). I possess the legal authority to make this affidavit on behalf of myself and the business for which I am acting.

MERCURY CONTENT INFORMATION:

The product(s) offered do not contain mercury.

OR

The product(s) offered do contain mercury.

- (1) Describe the product or product component that contains mercury.
- (2) Provide the amount of mercury that is contained in the product or product component. Indicate the unit of measure being used.

I ACKNOWLEDGE THAT this affidavit is to be furnished to the procurement officer and may be distributed to units of (1) the State of Maryland; (2) counties or other subdivisions of the State of Maryland; (3) other states; and (4) the federal government. I further acknowledge that this Affidavit is subject to applicable laws of the United States and the State of Maryland, both criminal and civil, and that nothing in this affidavit or any contract resulting from the submission of this bid or proposal shall be construed to supersede, amend, modify, or waive, on behalf of the State of Maryland, or any unit of the State of Maryland having jurisdiction, the exercise of any statutory right or remedy conferred by the Constitution and the laws of Maryland with respect to any misrepresentation made or any violation of the obligations, terms and covenants undertaken by the above business with respect to (1) this affidavit, (2) the contract, and (3) other affidavits comprising part of the contract.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

_____ By _____
Date Signature

Print Name: _____
Authorized Representative and Affiant