

ATTACHMENT B – VENDOR CHECKLIST CERTIFICATION

Attention Bidders. This form must be filled out in its entirety. Failure to answer “Yes” to the mandatory requirements will result in disqualification.

VENDOR CHECKLIST CERTIFICATION

RFP REQUIREMENTS (Mandatory)	YES	
Have answered all questions in the RFP		
Have checked www.ridoe.ri.net/linerfp for any amendments issued		
Have provided Company Description and Financials		
Have provided 3 customer references		
Pricing is fixed/specified for one year		
Agree that pricing is valid for 120 days beyond bid opening or Best and Final Offer whichever is later		
Have provided pricing in the format requested in Attachment C including cost to connect into the RINET and OSL Core Networks.		
Have clearly stated installation charges for services.		
Agree to make an oral presentation, if requested.		
Accept that response documents are public record except as explicitly identified.		
Have identified any use of Subcontractors.		
Agree that all services are offered on a month-to-month basis. Billing will start upon installation and end within 5 business days of a termination request. Charges will be pro-rated for partial months and services do not have any termination liabilities.		
Agree that pricing can be renewed at the Department’s option for 4 additional one-year terms. Vendor may lower rates at any time. Vendors may request the Department to add services to its offerings at any time.		
Agree to comply with terms listed in Section 2.4 Service Ordering/Termination Process and Purchase orders		
Have provided complete service descriptions(s) as requested in Section 2.6 including pertinent information regarding connecting to the RINET/OSL networks and changes to end-user networks.		
Have stated remedy for missed due dates		
Have stated remedy for service interruptions		
Agree to 99.7% network availability for each circuit		
Have provided details of trouble reporting procedures		
Have provided details of vendor provided circuit tracking		
Have provided details concerning billing and reporting		
Agree to insurance requirements in Section 2.11		
Certify that your company is authorized by the SLD to provide offered service under the ERate program.		
Agree to meet all SLD filing requirements		
Agree to meet all federal and local tariff requirements		
Understand evaluation criteria		
Understand that multiple awards may be made		
Understand that no minimum commitment or purchase is committed upon award		
Agrees that late payment charges are waived for E-Rate related service payments during the program year.		

RFP REQUIREMENTS – PREFERRED, not mandatory	YES	NO	ALTERNATIVE
Will invoice at the Department rates less the E-Rate discount			
Will apply for E-Rate reimbursement directly from the SLD using The Service Provider Invoice Form (SPIF)			
Will price at state’s lowest quoted prices for all line capacities when total network cost for awarded services exceeds \$500,000.			
Prices for multi-year contracts will be lowered at each contract anniversary to reflect best statewide pricing.			

Explicitly list any exceptions to the solicitation requirements and proposed alternative solutions (attach additional sheets, if necessary)

Exceptions	Comment
Please describe any exceptions made in the RFP Response	

I certify that I have reviewed the commitments made in this RFP response and that I am authorized to commit my firm to the terms and conditions.

Signature (must be signed by an authorized individual) Date _____
Name:
Title:
Address: