



West Georgia Regional Library System

REQUEST FOR PROPOSAL WEST GEORGIA REGIONAL LIBRARY SYSTEM STAFF COMPUTER PURCHASE Carrollton, Georgia

The West Georgia Regional Library System (WGRLS) Board of Trustees is soliciting sealed proposals for furnishing computer equipment for use by WGRLS staff. Proposals will be received by the West Georgia Regional Library System Board of Trustees in the upstairs conference room, located at the West Georgia Regional Library System Administrative Building at 124 W. Chandler Street, Carrollton, Georgia 30117, until 11:00 a.m., local time, on Wednesday, December 14, 2022 and then at said office publicly opened and the proposal price read aloud.

Project consists of the purchase of at least 48 personal computers. Computers should be equipped with the latest Microsoft Windows operating system and Microsoft Office Home and Business. Specifications should meet or exceed those of Dell Optiplex 3090 MFF computer..

Proposals shall be evaluated by the West Georgia Regional Library System based on the following criteria:

1. Total Proposal Amount – 80 points (maximum) - Amount of proposal as well as accuracy of estimate will be taken into account. Lowest proposal is not automatically maximum points. Alternates will be taken into account.
2. Project Experience & References - 20 points (maximum) - Highlight projects and experience of similar size and scope.

Based on the criteria above, all scores will be added up for a maximum score of 100. The Vendor with the highest total score will be selected for the project.

The West Georgia Regional Library System reserves the right to reject any and all Proposals, in whole or in part, with or without cause, and to waive informalities, technicalities or irregularities in the Proposals or the Contract Documents.

The West Georgia Regional Library System, in its sole discretion, reserves the right to select the Proposer that it deems most advantageous to the West Georgia Regional Library System.

All proposals shall be delivered to Stephen Houser, with the West Georgia Regional Library System at 124 W. Chandler St. Carrollton, GA 30117. Each Proposal shall be submitted in a sealed envelope with the Vendor's name on the outside of the envelope or via electronic mail no later than the above time and date. The envelope or subject line shall clearly state "WEST GEORGIA REGIONAL LIBRARY SYSTEM STAFF COMPUTER PURCHASE."

Main Contact:

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