**ERATE BID EVALUATION FORM**

**CATEGORY 1 &2**

PROJECT INFORMATION: **(ENTER DIVISION SPECIFIC INFORMATION-THIS IS AN EXAMPLE)**

* The current network infrastructure is 99% Cisco
* We only need to purchase new hardware to update our current Cisco switching infrastructure and increase wireless coverage in our existing Cisco wireless network
* We already have Cisco Wireless Controllers with licensing for 6000 AP’s. We are currently using around 60% of the licenses.
* By standardizing on the Cisco platform, we only have one contact to go through for troubleshooting and submitting support requests.
* We already have employees that are trained on the Cisco platform.
* We are already setup and currently use the Cisco Prime Management System. Cisco’s single point of management for wired and wireless infrastructure.

**IDENTIFIED VENDORS:**

| Vendor Number  | Vendor Name  | Product/Brand Offered  |
| --- | --- | --- |
| V1 |  |  |
| V2 |  |  |
| V3 |  |  |
| V4 |  |  |
| V5 |  |  |
| V6 |  |  |

**EVALUATION CRITERIA (FOR AUGMENTING CURRENT ENVIRONMENT):**

CRITERIA EXPLANATION:

* COMPATIBILITY: Compatibility with existing network infrastructure.
* SUPPORT COMPABILITY: Ability of (DIVISION NAME) staff to setup, support, and maintain equipment.
* PRIOR EXPERIENCE: (DIVISION NAME) previous experience with purchasing goods or services from vendor.
* COST OF ELIGIBLE GOODS AND SERVICES: Cost comparison for ERATE eligible goods and services.
* COST OF INELIGIBLE GOODS AND SERVICES: Cost associated with non-ERATE eligible goods and services.

| Criteria | V1 | V2 | V3 | V4 | V5 | V6 | V7 |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Hardware Compatibility (15 points)  |  |  |  |  |  |  |  |
| Support Compatibility (15 points)  |  |  |  |  |  |  |  |
| Relevant Experience (10 points)  |  |  |  |  |  |  |  |
| Prior Experience (10 points) |  |  |  |  |  |  |  |
| Cost of Eligible Goods and Services (30 points)  |  |  |  |  |  |  |  |
| Cost of Ineligible Goods and Services (20 points)  |  |  |  |  |  |  |  |
| Total (100 points)  |  |  |  |  |  |  |  |

VENDOR EVALUATION NOTES:

* COMPATIBILITY:
* SUPPORT COMPABILITY:
* PRIOR EXPERIENCE:
* COST OF ELIGIBLE GOODS AND SERVICES:
* COST OF INELIGIBLE GOODS AND SERVICES:

Bid evaluation location, date and time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Attendees: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vendor Selected:

Approved By:

Title:

Date: