

E-Rate Bid Response Log - Priority One

Funding Year

FORM 470#:
Allowable Contract Date:

FORM 470 ¹ Product, Service or Project	VENDOR RESPONSE INFORMATION ²						FRN# ³
	<u>DATE</u>	<u>VENDOR</u>	<u>SPIN#, (IF AVAILABLE)</u>	<u>CONTACT NAME</u>	<u>PHONE OR EMAIL</u>	<u>COMMENTS & NOTES: METHOD OF CONTACT (bid, walk-through, email, phone call)</u>	
<u>TELECOMMUNICATIONS (WAN; POINT TO POINT)</u>							
<u>INTERNET ACCESS</u>							

Bid log Comments , if needed: (disqualification of vendors and reason)

Notes:
USAC may request this information at a later date such as during PIA or selective reviews or requests for SPIN changes and/or Service Substitutions.
¹ Include every service listed on the FORM 470. If service will be split into separate FRN's, insert additional lines
² An existing service provider can be considered a bidder based on current rates and services. If an existing vendor does not submit a new bid, enter "N/A" in the date column and "Existing Provider" in the comments column.
³ Enter FRN number after FORM 471 application is filed and funding request numbers are assigned.

Recorded By: _____
Title: _____
Date: _____

E-Rate Bid Response Log - Priority Two

Funding Year

FORM 470#:
Allowable Contract Date:

FORM 470 ¹ Product, Service or Project	VENDOR RESPONSE INFORMATION ²						
	<u>DATE</u>	<u>VENDOR</u>	<u>SPIN#, (IF AVAILABLE)</u>	<u>CONTACT NAME</u>	<u>PHONE OR EMAIL</u>	<u>COMMENTS & NOTES: METHOD OF CONTACT (bid, walk-through, email, phone call)</u>	<u>FRN#</u> ³
INTERNAL CONNECTIONS							
BASIC MAINTENANCE							
MANAGED INTERNAL BROADBAND SERVICES (MIBS)							

Bid log Comments , if needed: (disqualification of vendors and reason)

Notes:
 USAC may request this information at a later date such as during PIA or selective reviews or requests for SPIN changes and/or Service Substitutions.
¹ Include every service listed on the FORM 470. If service will be split into separate FRN's, insert additional lines
² An existing service provider can be considered a bidder based on current rates and services. If an existing vendor does not submit a new bid, enter "N/A" in the date column and "Existing Provider" in the comments column.
³ Enter FRN number after FORM 471 application is filed and funding request numbers are assigned.

Recorded By:
Title:
Date:

E-Rate Bid Evaluation Worksheet

Funding Year

PROJECT OR SERVICE DESCRIPTION

MAKE MULTIPLE COPIES OF THIS FORM: DEPENDING ON THE NUMBER OF PRODUCTS OR SERVICES UNDER COMPETITIVE BID.

VENDOR SCORING (USE ADDITIONAL WORKSHEETS, IF NECESSARY)

BID DEADLINE DATE ____/____/____		VENDOR: SPIN#	VENDOR: SPIN#	VENDOR: SPIN#	VENDOR: SPIN#	VENDOR: SPIN#
DATE RECEIVED		____/____/____	____/____/____	____/____/____	____/____/____	____/____/____
ERATE ELIGIBLE AMOUNT		\$	\$	\$	\$	\$
TOTAL BID AMOUNT		\$	\$	\$	\$	\$
SELECTION CRITERIA <small>(may edit criteria & points - except for PRICE)</small>	POINTS AVAILABLE	POINTS AWARDED	POINTS AWARDED	POINTS AWARDED	POINTS AWARDED	POINTS AWARDED
BID PRICING (based on eligible amount)	40					
Prior Experience with the vendor - responsiveness or references	15					
Ineligible cost factors (for 15 points = no ineligible amounts; deduct points for not eligible products and services based on price)	15					
Company or Management qualifications	10					
Proposal documentation meets the minimum requirements as requested	10					
Availability, Local or In-State vendor (radius to location, scheduling, etc.)	5					
Final review or interview of vendor- questions about proposal/contract; Flexible invoicing -USAC credit or refund options	5					
Other (describe additional details)						
Other (describe additional details)						
ANY DISQUALIFYING FACTORS CONSIDERED? PLEASE NOTE: DID NOT ATTEND REQUIRED SITE VISIT, BID DEADLINE-SUBMITTED LATE, DOES NOT MEET MINIMUM REQUEST/SPECS, ETC						
TOTAL POINTS AVAILABLE	100					

Bid Evaluation Comments, if needed: (justify cost effectiveness solution and disqualification of vendors and reason)

Notes:
 USAC may request this information at a later date such as during PIA or selective reviews or requests for SPIN changes and/or Service Substitutions.
¹ Total points must equal 100. **Price must be the highest weighted score**
² **PRICE POINTS CALCULATION** = BEST PRICE PROPOSED / PRICE GIVEN PER SERVICE PROVIDER = % x 40 points = points awarded
 * If you choose to add additional considerations for bid evaluation (not already listed); describe and assign points - this will change the TOTAL POINTS AVAILABLE.
³ Highest score on bid evaluation wins, 2nd highest may be used in case of SPIN change/breach of contract issues

Vendor Selected:

Approved By:

Title:

Date:

DOCUMENT REQUIREMENT: Please explain, justify or demonstrate the reason this winning bid is the most cost effective solution to your school's erate bid request.

By: COLLECT-ED LLC