

**NAVAJO NATION**  
**DEPARTMENT FOR SELF-RELIANCE**  
**(DSR)**

**REQUEST FOR PROPOSAL**  
**HARDWARE REFRESH**

**DIVISION OF FINANCE –**  
**PURCHASING**

**BID 25-07-3777SB**

REQUEST FOR PROPOSAL  
BID #25-07-3777SB

PROJECT TITLE: The Department for Self-Reliance Hardware Refresh

**PROPOSAL DUE DATE: July 31st, 2025**

Primary Contact Person: Lenita Benally, Principal Accountant  
Phone: (928) 810-8592 Ext. 76121  
Email: [Lenita.Benally@nntanf.org](mailto:Lenita.Benally@nntanf.org)

Bids using FedEx, UPS, postal mail, or personal delivery must be submitted to:

Navajo Division for Children and Family Services  
Quality Inn Office Complex  
48 W. Highway 264  
Window Rock, AZ 86515  
Attn: Lenita Benally, Principal Accountant

**Bids may be electronically mailed to:** [Lenita.Benally@nntanf.org](mailto:Lenita.Benally@nntanf.org)

PROPOSAL: All interested parties are invited to review and respond to this Request for Proposal (RFP) at their discretion. Respondents are instructed to contact Lenita Benally, DSR Principal Accountant, via email at [Lenita.Benally@nntanf.org](mailto:Lenita.Benally@nntanf.org) for all questions about the contents of this RFP. For technical questions, please contact Chris Wright, Technical Project Manager, via email at [chris.wright@nntanf.org](mailto:chris.wright@nntanf.org).

# GUIDELINES FOR THE REQUEST FOR PROPOSAL

## I. DESCRIPTION OF THE ORGANIZATION

The Navajo Nation Department for Self-Reliance (DSR) administers the Tribal Temporary Assistance for Needy Families (TANF) program on behalf of the Navajo Nation, providing culturally grounded, family-centered services designed to promote self-sufficiency and strengthen Navajo families. Through a network of field offices across the reservation, DSR offers financial assistance, employment and training opportunities, case management, and supportive services aligned with Diné values and traditions. The program emphasizes personal responsibility, community engagement, and holistic support to help clients overcome barriers to economic independence while preserving and honoring Navajo cultural identity.

## II. SCOPE OF CONTRACT

### A. Procurement of Technology Products and Support Services

This RFP outlines the requirements for procuring various technology products and associated support services. The scope of this contract includes the supply and delivery of specified equipment and solutions from qualified vendors who maintain authorized partnerships with the relevant original equipment manufacturers (OEMs).

### B. Objective

To select one or more vendors to supply and deliver hardware, technology equipment, and associated goods to support operational and security needs. Vendors will also be responsible for including OEM support for the delivered products for at least three (3) years.

### C. Scope of Products

Vendors shall provide pricing, delivery timelines, and support details for the following categories:

- **Computer Hardware:** Laptops, desktops, and related components.
- **Peripherals:** Scanners, dock monitors, webcams, uninterruptible power supplies, headsets, keyboards, mice, and miscellaneous components.
- **Physical Security Equipment:** Surveillance cameras, recording devices, access control systems, including biometric or keycard readers.

### D. Delivery Requirements

All products must be delivered within a reasonable and specified lead time after issuance of purchase orders. Vendors shall indicate typical delivery timelines for all items quoted in their responses.

### E. Manufacturer Partnerships

Respondents must demonstrate and provide evidence of current and active partnerships or authorized reseller status with the manufacturers of proposed hardware and technology solutions.

### F. Support Services

Vendors must include at least a three (3) year support term for all hardware and software solutions quoted in their proposals. This includes:

- Technical support
- Warranty facilitation
- Hardware replacement (as applicable)

- Software update/patch guidance (as applicable)

No implementation, installation, integration, or configuration services are required or to be included in this RFP.

#### **G. Exclusions**

This contract scope excludes any labor or services related to hardware or software systems' physical setup, implementation, installation, or configuration.

### **III. RESPONDENT REQUIREMENTS**

All respondents must have the capabilities listed herein and must provide sufficient detailed information about the respondent's experience and expertise in meeting the following requirements:

- A. The respondent must be a GSA-qualified vendor able to offer GSA schedule pricing. (GSA pricing not required if pricing beats GSA schedule pricing, or the products are not on the GSA schedule)
- B. The respondent must be an authorized reseller of all products listed in the SOW and be able to provide hardware and services from sources other than the grey or secondhand markets. All hardware must be considered NEW and not USED.
- C. The respondent must be able to provide the equipment listed in the SOW or source an appropriate replacement that meets or exceeds the specifications of the original product requested, with a justification for the adjustment.
- D. Where specific hardware manufacturers or models are specified, the respondent must provide that make/model to meet standardization requirements.
- E. Respondents are expected to collaborate with our team to integrate Autopilot configuration and deployment details into the system purchase and implementation process.

#### **IV. SCOPE OF WORK**

DSR is seeking the following hardware, software, and services:

1. **Quantity 190 - Dell – Dell Pro 14 Premium Laptop - PA14250 with the following specifications:**  
14-inch, Touch Gorilla Glass, QHD+ Tandem OLED, 400 nit, Low power, HDR, ComfortView+ 8 MP IP Cam, Intel Ultra 7 268V, vPro, 5.0 GHz, Win 11 Pro, 32 GB DDR5, 1 TB SSD, Intel BE201 Wi-Fi 7 2x2, Bluetooth 5.4, Wireless Card, 5G Qualcomm Snapdragon X72 Global 5G Model, eSIM+ Verizon, 60 Wh, ExpressCharge, 65W AC Adapter, 3\$ Power Cord 1M, ENERGT STAR Qualified, EPEAT 2018 Registered
  - Warranty – 3 Years
2. **Quantity 190 - Dell – Dell Premier Wireless ANC Headset - WL7024:**
  - Warranty – 3 Years
3. **Quantity 190 - Dell – Dell UltraSharp 4K Webcams - WB7022:**
  - Warranty – 3 Years
4. **Quantity 190 - Dell – Dell UltraSharp 27 Monitor – U2724D:**
  - Warranty – 3 Years
5. **Quantity 22 - Dell – Dell UltraSharp 34 Curved Thunderbolt Hub Monitor – U3425WE:**
  - Warranty – 3 Years
6. **Quantity 190 - Dell – Dell Pro Premium Collaboration Keyboard – KB900:**
  - Warranty – 3 Years
7. **Quantity 190 - Dell – Dell Premier Rechargeable Wireless Mouse – MS7421W:**
  - Warranty – 3 Years
8. **Quantity 190 - Dell – Dell EcoLoop Urban Sleeve 15-16:**
9. **Quantity 190 - APC - BR1500MS2:**
10. **Quantity 190 – Canon - imageFORMULA DR-S350NW scanners:**
  - Warranty – 3 Years
11. **Quantity 7 – Fellowes - Powershred 485Ci Cross Cut Shredder**
12. **Quantity 14 – Ubiquiti – G3 Starter Kit Pro - UA-G3-SK-Pro - Starter Kits for Entry/Exit Control:**
  - UI Care – 5 Year
13. **Quantity 7 – Ubiquiti - Network Video Recorder Pro (UNVR-Pro):**
  - UI Care – 5 Years
14. **Quantity 49 – Ubiquiti - UACC-HDD-E-24TB – NVR Storage Drives**
15. **Quantity 28 – Ubiquiti - UVC-AI-Turret-W - UVC-AI-Turret-W Cameras:**
  - UI Care – 5 Years
16. **Quantity 14 - Ubiquiti - UVC-AI-Pro - UVC-AI-Pro Cameras:**

- UI Care – 5 Years
- 17. Quantity 14 - Ubiquiti - UVC-AI-PTZ-B Cameras:**
- UI Care – 5 Years
- 18. Quantity 7 - Ubiquiti - UA-Intercom-Viewer:**
- UI Care – 5 Years
- 19. Quantity 7 – Ubiquiti - UACC-Intercom-Viewer-TS:**
- 20. Quantity 21 - Ubiquiti - UA Pocket Keyfob (10 per set):**
- 21. Quantity 7 – Ubiquiti - Ubiquiti UA-Lock-Magnetic-270kg - Magnetic Door Lock for Access Control:**
- 22. Quantity 7 – Ubiquiti- Ubiquiti UACC-Cable-DoorLockRelay-2P - Ubiquiti Bulk Cable – 500 ft:**
- 23. Quantity 52 – Dell - Dell 24 UBS-C Hub Monitor – P2423DE:**
- Warranty – 3 Years
- 24. Quantity 52 – Dell - Dell Pro Micro Plus Desktop-QBM1250 – with the following specifications:**
- Intel Core Ultra 7 265 vPro up to 5.3 GHz, Windows 11 Pro, 16 GB DDR5, 256GB SSD TLC, KM5221W – Keyboard & Mouse, Front Panel:1 USB 3.2 Gen 2x2 (20 Gbps) Type-C Port, 1 USB 3.2 Gen 2 (10 Gbps) port, 1 USB 3.2 Gen 2 (10 Gbps) with PowerShare port, 1 headset port, Back Panel: 1 USB 3.2 Gen 2 (10 Gbps) Type-C port, 2 USB 3.2 Gen 2 (10 Gbps) ports, 1 USB 3.2 Gen 1 (5 Gbps), 3 DisplayPort 1.4a (HBR3 support) ports, 1 RJ45 (10/100/1000 Mbps) Ethernet port, 1 power-adaptor port, 1 optional module port (Thunderbolt 4 with DisplayPort 2.1 + USB 3.2 Gen 2 Type-C/HDMI 2.1 FRL/DisplayPort 2.1 (UHBR20)/VGA/USB TypeC with DisplayPort Alt Mode/2 USB 3.2 Gen 2/PS2 and Serial/Serial Module/5G Optical Fiber/5GbE LAN NIC), 1 M.2 2230 slot for Wi-Fi and Bluetooth combo card, 2 M.2 2230/2280 Gen4 slots for solid-state-drive, 182 H x 36 W x 178 D, Weight: 1.22 Kg (minimum), 1.43 Kg (maximum), Intel Wi-Fi 6E, 2x2, 802.11ax, Bluetooth wireless card, internal antenna, Power 130 W AC Adapter, 7.4mm barrel
- Warranty – 3 Years
- 25. Quantity 52 – Dell - Dell Pro Premium Collaboration Keyboard – KB900:**
- Warranty – 3 Years
- 26. Quantity 52 - Dell - Dell Premier Rechargeable Wireless Mouse – MS7421W:**
- Warranty – 3 Years
- 27. Quantity 52 – Dell - Dell UltraSharp 4K Webcam – WB7022:**
- Warranty – 3 Years
- 28. Quantity 73 – Dell - Dell Pro Micro Plus Desktop-QBM1250 – with the following specifications:**
- Intel Core Ultra 7 265 vPro up to 5.3 GHz, Windows 11 Pro, 16 GB DDR5, 256GB SSD TLC, KM5221W – Keyboard & Mouse, Front Panel:1 USB 3.2 Gen 2x2 (20 Gbps) Type-C Port, 1 USB 3.2 Gen 2 (10 Gbps) port, 1 USB 3.2 Gen 2 (10 Gbps) with

PowerShare port, 1 headset port, Back Panel: 1 USB 3.2 Gen 2 (10 Gbps) Type-C port, 2 USB 3.2 Gen 2 (10 Gbps) ports, 1 USB 3.2 Gen 1 (5 Gbps), 3 DisplayPort 1.4a (HBR3 support) ports, 1 RJ45 (10/100/1000 Mbps) Ethernet port, 1 power-adaptor port, 1 optional module port (Thunderbolt 4 with DisplayPort 2.1 + USB 3.2 Gen 2 Type-C/HDMI 2.1 FRL/DisplayPort 2.1 (UHBR20)/VGA/USB TypeC with DisplayPort Alt Mode/2 USB 3.2 Gen 2/PS2 and Serial/Serial Module/5G Optical Fiber/5GbE LAN NIC), 1 M.2 2230 slot for Wi-Fi and Bluetooth combo card, 2 M.2 2230/2280 Gen4 slots for solid-state-drive, 182 H x 36 W x 178 D, Weight: 1.22 Kg (minimum), 1.43 Kg (maximum), Intel Wi-Fi 6E, 2x2, 802.11ax, Bluetooth wireless card, internal antenna, Power 130 W AC Adapter, 7.4mm barrel

- Warranty – 3 Years

**29. Quantity 73 – Dell - Dell 24 USB-C Hub Monitor – P2423DE:**

- Warranty – 3 Years

**30. Quantity 73 – Dell - Dell Pro Premium Collaboration Keyboard – KB900:**

- Warranty – 3 Years

**31. Quantity 73 – Dell - Dell Premier Rechargeable Wireless Mouse MS7421W:**

- Warranty – 3 Years

**32. Quantity 73 - Dell - Dell UltraSharp 4K Webcam WB7022:**

- Warranty – 3 Years

**33. Quantity 1- OWL - Meeting Owl 4+:**

- Owl Care – 3 Years

**34. Quantity 1 – OWL - Soft-Sided Meeting Owl Carrying Case:**

**35. Quantity 1 – OWL - Owl Expansion Microphone:**

**36. Quantity 5 – Dell – Dell 7-in-1 USB-C Multiport Adapter – DA310**

**V. REQUIREMENTS**

The respondent will furnish a comprehensive proposal that meets the requirements in the Scope of Work, Scope of Contract, and Respondent Requirements sections of this RFP.

**VI. EVALUATION PROCEDURES**

**A. Evaluation Criteria**

Proposals will be evaluated by DSR using the following criteria (maximum points listed):

- i. Proposal Content and Organization ..... 15 points
- ii. Methodology and timelines to complete the Scope of Work..... 50 points
- iii. Qualifications, Credentials, and Work experience in working with Tribal Programs..... 15 points
- iv. Cost breakdown (in a separate sealed envelope) ..... 20 points
- Possible Total Points..... 100 points**

**B. Selection Criteria**

DSR will use the criteria outlined in VII (A) to evaluate and compare proposals submitted. The order in which they appear is not intended to indicate their relative importance.

DSR shall not be obligated to accept the lowest-priced proposal, but shall make an award to the most responsible and responsive proposer whose proposal is most advantageous to and best serves the needs of DSR and the Navajo Nation, taking into consideration price and the evaluation factors set forth.

**C. Applicable Federal Requirements**

In the acceptance of Federal Funds, the DSR is required to comply with all Federal and Tribal Laws and Regulations, including 45 Code of Federal Regulations Part 92, Uniform Administrative Requirements for Grants and Cooperative Agreements to States, and Local and Tribal Governments; Section 92.36 (e), (1) requiring the grantee to take all necessary affirmative steps to assure minority firms, women businesses and labor surplus area firms are used when possible, including complying with the Navajo Nation’s Business Opportunity Act, 5 N.N.C., Subsection 201-215 and the Navajo Nation’s Procurement Rules and Regulations.

## **VII. TYPE OF CONTRACT**

When the contract is awarded to the successful respondent, the Navajo Nation will utilize the standard Service Contract to procure goods and services for this project.

## **VIII. PERIOD OF PERFORMANCE**

The performance period will be determined and negotiated based on the timelines proposed by the respondent for completing the project.

## **IX. PAYMENT AND SUBMISSION OF INVOICES**

- A. Payment for work performed under this contract will not exceed the contract amount.
- B. A request to modify, amend, or increase the contract amount must be submitted in advance in writing, agreed upon, and signed by both parties.
- C. Payments will be made to the contractor upon receipt of an original invoice(s) with original signature(s) and date(s) and detailed supporting documentation of the amount to be paid.
- D. All correspondences and/or invoices for this project must refer to the contract number assigned.

## **X. RIGHTS**

- A. The DSR reserves the right to reject any proposals, in whole or in part.
- B. DSR reserves the right to request clarification of information submitted and additional information from any proposer.
- C. DSR reserves the right to award all or a portion of the required services to more than one proposer at DSR's sole discretion.
- D. This RFP is not an agreement/contract or an obligation of funds, and the DSR is not obligated or responsible for the cost of preparing the proposal.
- E. The respondent must provide a current Certificate of Liability Insurance.
- F. Proposal shall be received on or before 4:00 PM on July 31st 2025. Proposals received after 4:00 PM or later will not be accepted.
- G. Faxed proposals will not be accepted.

## **XI. AGREEMENT TERMS AND CONDITIONS**

The services requested will be provided under the Terms and Conditions outlined in the Navajo Nation's Standard Agreement. A copy of the Standard Agreement can be made available upon request. The Agreement contains the Standard Provisions and Special Provisions applicable to the services anticipated in this RFP. If the organization cannot agree to the terms and conditions outlined in the Agreement, the respondent must indicate the specific section(s) of the Agreement that are unacceptable and submit alternative language explaining their change to that section. The Navajo Nation will consider the alternate language proposed by the respondent, and the Navajo Nation will not be bound by the alternate language change received from the respondent. If the organization stipulates that the Navajo Nation be bound to the language change in the Agreement, the Agreement may not be considered or rejected.

The DSR will make a reasonable effort to execute an agreement by selecting the proposal that best meets its needs and requirements. The Agreement shall be signed by the contractor and returned to the DSR within five (5) working days of receipt. The Agreement will not become effective until it is signed by a person holding the required authority for both parties.

Failure to execute the Agreement within the period identified above will be sufficient cause for voiding the award of the Agreement. If the successful bidder refuses or fails to accept the Agreement, the DSR may award the contract to the following qualifying organization that responded to the bid.