

**Herscher Community Unit School District #2  
2025 Chromebook  
Request for Proposal**



**Bids are due by June 17th, 2025 at 1:00PM  
Bids can be emailed or sent to the following address**

**Herscher Unit Office  
Attention to: Benjamin Seeman  
501 North Main Street  
Herscher, IL 60941**

**Proposals must be clearly marked on the subject line or written on the outside of an envelope  
“Herscher CUSD#2 2025 Chromebook RFP”.**

**District Contact:  
Benjamin Seeman  
Technology Director  
[Seemanb@hcsd2.org](mailto:Seemanb@hcsd2.org)**

# **Herscher CUSD#2**

## **2025 Chromebooks Request for Proposal**

Herscher Community Unit School District #2 is a public-school district located in Kankakee County, Illinois and is comprised of 4 schools with an enrollment of 1600+ students. The district is seeking to purchase of 400 Chromebooks and Chrome licenses which will be used in a classroom setting.

### **Submission of bid proposals**

All proposed bids must be submitted no later than the date and time of the bid opening, at which time all bids will be publicly opened and read. NO EXCEPTIONS. Late bids will be rejected. All proposals sent in the mail shall be mailed to Herscher District Office, PO Box 504, 501 N Main Street, Herscher IL 60941, no later than **1:00 P.M. CST on June 17th, 2025**, at which time the bids will be opened and read by the Board Representative. All proposals must be clearly labeled as 2025 Herscher CUSD#2 Chromebook RFP. If the District is closed for any reason on the scheduled bid opening due date, the bid opening will automatically occur on the next working day at 1:00 P.M. Central Time. Bids may not be withdrawn after scheduled closing time for the receipt of bids. Errors or omissions can be corrected by a telephone call with a follow-up in writing until the time of bid opening. Bid proposals shall then be deemed final, conclusive and irrevocable, and shall not be subject to correction or amendment. In case of apparent error, if the supplier requests to be released and the district awards their request, the award shall be made to the next low or best bidder meeting the specifications. The Board of Education reserves the right to reject any and all bids, and further reserves the right to waive any irregularities.

### **Acceptance**

Acceptance of a bid by the District shall create an agreement for the vendor to sell and for the District to purchase products and/or services specified in the vendor's bid upon the District's acceptance of the bid amount or for a period of 30 days, unless otherwise specified.

### **Financial Ability**

The District reserves the right to require the successful vendor to provide proof of his ability to properly finance and execute the agreement, together with his record of successful completion of similar agreements.

### **Company references and subcontracting**

The District may request at least three (3) references, preferably educational institutions, whom you have supplied similar equipment and services. The names, titles and telephone numbers of contacts for each reference should be given. Unless you specify otherwise, District officials will be free to contact these references. Please attach a statement indicating whether your company proposes to use subcontractors for any aspect of the contract and identifying the proposed subcontractor in detail. No subcontracting shall be permitted without prior written approval by the District. In addition, no changes in subcontractors will be permitted without prior written approval by the District.

**Chromebook Specifications:**

1. Screen: 13" to 14" Non-touchscreen
2. Processor: Intel or AMD. MediaTek or other ARM processors will not be accepted.
3. RAM: 4GB (Quote for 8gb is recommended)
4. Storage: 32GB or higher
5. Battery Life: Minimum 8 hours
6. Operating System: Chrome OS
7. Durability: Spill-resistant and Non-pick Chrome keyboard
8. MIL-STD 810G durability
9. Connectivity: Wi-Fi, Bluetooth, and USB-C ports
10. Wi-Fi 6
11. USB Charging
12. Latest Generation Model Chromebook

**Acceptable Brands**

1. Dell
2. HP
3. Acer
4. Lenovo

**Software License:**

1. Chrome OS Management Licenses

**Quantity:**

We require a minimum of 400 Chromebooks and Chromebook OS management licenses. The vendor should be able to provide additional quantity if needed.

**Delivery:**

The Chromebooks should be delivered to our premises within four weeks of the order confirmation.

**Proposal Requirements:****The vendor should provide the following information in their proposal:**

Detailed specifications of the Chromebooks being offered

Pricing information including the cost per unit and any additional charges

Delivery time frame and shipping details

Warranty details including the length of warranty and coverage

Company information, including history, experience, and customer references

Any other relevant information that would help in evaluating the proposal

**Evaluation Criteria:****The proposals will be evaluated based on the following criteria:**

Compliant with the specifications Pricing  
competitiveness

Warranty coverage and length

Company experience and customer references

Delivery time frame and shipping details