

LEA BIDDING CHECKLIST FOR E-RATE ELIGIBLE SERVICES/HARDWARE

[Read the full text of Idaho 67-2806 here.](#)

Our administration anticipates the total value of the project to...

Not exceed \$75,000	Exceed \$75,000, but not \$150,000	Exceed \$150,000.
<ul style="list-style-type: none"> <input type="checkbox"/> E-rate program rules and best practices still apply. 	<ul style="list-style-type: none"> <input type="checkbox"/> Send RFP to minimum (3) vendors. <ul style="list-style-type: none"> ○ Documents describe how to submit bids, date, and time they are due. <input type="checkbox"/> Written objections to specifications or means of delivery must be accepted until 1 business day before end of bidding period. <input type="checkbox"/> If it not possible to receive at least (3) responses... <ul style="list-style-type: none"> ○ “the political subdivision may acquire the property in any manner the political subdivision deems best from a qualified vendor quoting the lowest price.” ○ Must memorandize “description of the efforts taken.” 	<ul style="list-style-type: none"> <input type="checkbox"/> Sealed bid process is required. <input type="checkbox"/> RFP must include date and time for bid opening. <input type="checkbox"/> Written objections to specifications or means of delivery must be received until 3 business day before bid opening. <input type="checkbox"/> (2) notices soliciting bids must be published in LEA’s official newspaper (electronically and/or print). <ul style="list-style-type: none"> ○ 1st notice published at least (2) weeks before bid opening. ○ 2nd notice published (7) days before bid opening. <input type="checkbox"/> LEA may require bidders to provide bid security equal to 5% of total value of bid. <ul style="list-style-type: none"> ○ If the winning bid fails to execute services, the bid security would be forfeit.

For Questions Contact broadband@edu.idaho.gov