



**REQUEST FOR SEALED PROPOSAL
NUMBER 21-2179-R1**

TO ESTABLISH A CONTRACT FOR THE ACQUISITION OF ELECTRONIC MONITORING EQUIPMENT FOR THE DEPARTMENT OF CORRECTION AND REHABILITATION OF THE GOVERNMENT OF PUERTO RICO

RFP Publication Date: Monday, November 15, 2021 at 5:00 pm AST

Pre-Proposal Meeting: Monday, November 29, 2021 at 8:30 am AST

Proposal Submission Date: Tuesday, December 14, 2021 at 8:30 am AST

Proposal Opening Date: Tuesday, December 14, 2021 at 9:00 am AST

Contact: rfpquestions@asg.pr.gov

Issued by:

The Bid Bond of the General Service Administration of the Government of Puerto Rico



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1 INTRODUCTION

The General Services Administration (or ASG), by virtue of Law 73-2019, as amended, known as the “2019 General Services Administration Act for the Centralization of Purchases of the Government of Puerto Rico,” is the governmental entity responsible for implementing the public policy regarding the acquisition of non-professional goods and services of the Government of Puerto Rico (Government or GPR). ASG has the authority to act as the contracting and negotiating entity for all government entities. This includes the authority to procure the purchase and acquisition of goods and services on behalf of all government entities.

The purpose of this Request for Sealed Proposals (RFP) is to obtain the goods and services that the Government requires within an economic framework adjusted to the fiscal situation of the Island. This RFP was prepared in accordance with the provisions of the Uniform Regulation for Purchases and Bids of Goods, Works and Non-Professional Services of the General Services Administration of the Government of Puerto Rico (Regulation No. 9230), as amended, adopted by virtue of Act No. 73-2019, mentioned above. The ASG and the Bid Board reserve the right to disqualify or reject any proposal that does not comply in any way with the requirements set forth in Law 73-2019, Regulation No. 9230 or in this RFP.

The publication and execution of this RFP by the Bid Board does not oblige the ASG or the Board to: (i) award the goodwill of the process; (ii) award a contract; and / or (iii) reimburse any expense, of any nature, incurred by the Proponent in the preparation, delivery, presentation and participation of their proposals or in the negotiation process, if any, of the terms and conditions of the contract.

All Proponents interested in participating in the process described in this document must comply with the requirements of Law 73-2019, Regulation No. 9230 and any other provided herein.

1.1 DEFINITIONS AND ACRONYMS

1. **ASG** – the Administración de Servicios Generales de Puerto Rico (or the General Services Administration of Puerto Rico).
2. **Awarded Proponent or Selected Proponent** – a Proponent awarded with a contract resulting from this RFP.
3. **Bid Board** – the Auction Board of the Administración de Servicios Generales (or General Services Administration) of the Government of Puerto Rico.
4. **Buena pro** – represents the awarding and/or selection process a Proponent.
5. **Department of Correction and Rehabilitation or DCR** – is the Government Agency responsible for structuring, developing, and coordinating the state prison system in Puerto Rico
1. **Electronic monitoring device (EM)** – uses active or passive GPS tracking to triangulate and transmit location information at set intervals.
2. **Entities** – means any instrumentality, agency, or public corporation of the Government of Puerto Rico.
3. **FOMB** – stands for the Financial Oversight and Management Board of Puerto Rico imposed by the Government of the United States under Act PROMESA.
4. **General Packet Radio Service (GPRS)** – is a packet oriented mobile data standard for mobile communications (GSM).



- 5. **Proponent** – a(n) (i) natural person, (ii) legal person, (iii) joint venture, (iv) partnership, or (v) consortium of individuals, and/or partnerships, and/or companies or other entities that submit a response to this RFP that is not currently debarred in any Federal, State and/or Local jurisdictions.
- 6. **Pricing Worksheet or Worksheet** – is the excel file used to provide price proposals for this RFP.
- 7. **Regulation 9230** – means the Uniform Regulation for Purchases and Bids of Goods, Works and Nonprofessional Services of the General Services Administration of the Government of Puerto Rico.
- 8. **Reduced Function Device (RFD)** – a device that has a reduced level of functionality.
- 9. **RFP** – means this Request for Sealed Proposal and addenda issued by the Bid Board.
- 10. **RUL** – means the Registro Único de Licitadores operated by ASG to keep record of all eligible Proponents.

1.2 GENERAL SERVICES ADMINISTRATION (ASG)

Act 73-2019 establishes that the ASG is the government entity responsible for implementing public policy related to the acquisition of non-professional goods and services of the Government of Puerto Rico.

1.3 RFP TIMELINE

The timeline for this RFP is presented below in **Table 1.3.1**. All items must be received by the stated deadline.

Table 1.3.1 RFP General Timeline.

Target Date	Event
Monday, November 15, 2021	Publication of RFP – 5:00 pm ASG
Monday, November 29, 2021	Pre-Proposal Meeting – 8:30 am AST
Thursday, December 2, 2021	Last Day to Submit Questions (RFCs) – 4:00 pm AST: rfpquestions@asg.pr.gov Answers will be published by Monday, December 6, 2021
Tuesday, December 14, 2021	Proposal Submission Deadline – 8:30 am AST Proposal must be submitted in the following two ways: <ul style="list-style-type: none"> • Address: Office of the Secretary of the Bid at Centro Gubernamental de Minillas, Torre Norte, Piso 12, San Juan, Puerto Rico • Email: ofertas@asg.pr.gov
Tuesday, December 14, 2021	RFP Opening Act – 9:00 am AST

*A Best and Final Offer may be requested at the discretion of the Bid Board (see section 5.3). Date and time will be published on the ASG website if the Bid Board requests a best and final offer.

Please also note that the RFP timeline includes target dates that are subject to change. It is the responsibility of Proponents to periodically review their emails and the ASG website (www.asg.pr.gov/ReformaCompras/Pages/default.aspx) for all information and updates related to this RFP.



1.4 REQUEST FOR CLARIFICATIONS (RFC)

Requests for clarification and questions regarding this RFP should be emailed to rfpquestions@asg.pr.gov on or before the date established in **Table 1.3.1**. Said email must contain in the **SUBJECT** the following information: RFP number and name of the Proponent and company it represents.

ASG will compile all questions and request for clarifications, and will issue its responses on the website (www.asg.pr.gov/ReformaCompras/Pages/default.aspx). In addition, the Bid Bond will notify the clarifications or responses individually to each Proponent, who attended the pre-proposal meeting.

From the publication of this RFP until it is awarded, Proponents may not have any communication with the members of the Bid Board, the officials of the Auxiliary Administration of Acquisitions, and the ASG Purchasing Office. Questions related to the RFP can only be sent through the email provided above. Questions sent to other emails will not be answered. Proponents may not contact the Bid Board or ASG by any other means, this includes personal visits, phone calls, texts, emails, or any other mode of communication.

1.5 PRE-PROPOSAL MEETING

To assist the virtual Pre-Proposal meeting is **compulsory to all Proponents presenting an offer**. Any Proponent that does not assist the pre-proposal meeting will be **disqualified**. Proponents will have to access and register before the start of the processes. The Proponent who accesses after the conference has started will be disqualified. Registration will begin at least five minutes before the official start of the pre-proposal meeting. Lack of compliance will result in disqualification.

The Pre-Proposal meeting will be held on the date established in **Table 1.3.1**. Every Proponent or person interested will be able to assist the Pre-Proposal meeting through the ASG online page located under the “Procurement Reform” tab at www.asg.pr.gov/ReformaCompras/Pages/default.aspx. Once there, the Proponent must access the corresponding RFP file, which will provide access to the “virtual Pre-Proposal meeting.”

1.6 RUL REGISTRATION

Interested Proponents must follow these steps for submitting a complete RFP:

RUL: All Proponents must be registered in the RUL. Proponents can access the RUL via the following link: <https://rul.asg.pr.gov/>. When a Proponent that is not registered in the RUL appears in the RFP process and presents an offer, that Proponent should not be rejected by the Bid Board and will be granted a period of **five (5) business days**, starting from the time of the Opening of Proposals, to submit the required documents to the RUL. If the Proponent does not submit the required documents, they will be disqualified. *See Regulation No. 9230, Section 7.4.11.*

Any Proponent 1) registered in the RUL; 2) who has presented a proposal for the request; and 3) after the Opening of Proposals is found ineligible, will be granted **five (5) non extendable business days**, starting on the time of the Opening of Proposals, to submit the corresponding information or documents to the RUL.



During that period, no award will be made. It will be the responsibility of the Secretary of the Bid Board and the Purchase and Auction Specialist to notify the Proponent, through a phone call and email, so that within the provided term they update their records in the RUL. The Proponent must submit all the requested documents and certifications, and comply with all formalities, terms, and conditions established in the RFP at the moment of submitting the offer. No document will be accepted by a Proponent after the opening, except for the RUL's certification of eligibility, which will be subject to presentation during the time afore stated. The ineligible Proponent will not be visible in the RUL; hence, will not be contracted by any entity of the Government of Puerto Rico. Ineligibility will be maintained until the Proponent complies with the requirement of information or the presentation of the solicited documents. **The Proponent must sustain the status of eligibility in the RUL before the awarding of the proposal. See Uniform Regulation No. 9230 from November 18, 2020.**

1.7 RFP SUBMISSION: DATE, TIME, AND DELIVERY METHOD

Proposals must be submitted the date established in **Table 1.3.1**, in the following **two ways**:

1. before the Office of the Bid Board at the Minillas Government Center, North Tower, 12th Floor, San Juan, Puerto Rico; **and**
2. electronically to the following address: ofertas@asg.pr.gov

Proposals that arrive after the established date and time will not be accepted. A hard copy in a sealed envelope must be submitted to the Office of the Bid Board at the address described above before the established deadline. **The envelope must be identified with the name, address and telephone number of the Proponent, as well as the RFP number.** Upon receipt of the envelope, the Secretary will proceed to seal the envelope with the exact date and time that it was received, which will constitute the official delivery date of the offer. **The document physically delivered will be considered the official proposal.**

Any proposal received without identifying as established herein will be processed as regular correspondence. Under this circumstance, the Bid Board will not be responsible if the sender loses his opportunity to present the offer on time, nor will it be able to require that his proposal be made known or impute that the offer has been disclosed or opened before time. Proponents may be disqualified for not attaching all documents to his offer.

Email submissions must include the proposal as an attachment and be labeled as **“Subject: Offer, RFP 21-2179-R1 and Proponent name.”** **It must be a faithful and exact copy of the documents physically delivered or the Proponent can be disqualified.** As an exception, attachments may be physically accepted that, due to the size of their content, exceed the space available to be sent by email. If the proposal is sent multiple times, the Bid Board will only accept the last submitted version before the deadline.

Failure to submit via both methods (in-person in a sealed envelope and by email) shall result in the Proponent's disqualification.



1.8 RFP OPENING: DATE AND TIME

The Opening of Proposals will take place on the date established in **Table 1.3.1**. Every person interested in participating in the Opening of Proposals, held virtually, will be able to assist through the ASG online page, specifically under the “Procurement Reform” area (www.asg.pr.gov/ReformaCompras/Pages/default.aspx). Once there, the Proponent should navigate to the corresponding folder for the reference RFP that provides the option of connecting to the “virtual Opening of Proposals.” The purpose of the Opening of Proposals is to allow the people interested to verify if the proposals were received and the names of all Proponents. The Opening of Proposals shall be directed by one of the members of the Bid Board or its authorized representative, who will be present in the Act and will be in charged of the procedures during the event. Every person who attends the Opening Act must comply with the standards of conduct established by the Bid Board.

2 SCOPE OF WORK

2.1 GENERAL OVERVIEW

The DCR manages over 1,600 cases qualified for electronic monitoring. The projected population to be served by the Agency is expected to increase. It is also projected to increase because of electronic monitoring for non-prison sentences and other alternatives to incarceration.

The DCR has a Main Control Center for electronic monitoring where the installations and removals of the transmitters take place. The main control center has seven (7) GPS (Global Positioning System) monitors. This Center has agents assigned 24 hours, divided into three shifts, working to monitor every individual who has an electronic monitoring device, to ensure the safety of each victim in cases of violent crimes, such as domestic violence.

2.2 RECEIVER/DIALER

Proponents should meet the following requirements. If these requirements are not applicable to the proposed system, the Proponent shall state and explain how its system accomplish these requirements.

- All equipment shall be safe, discrete and manageable.
- Easy installation and light weight.
- Recover & Transmitter in one unit that generate immediate notification contending data in real time. The vendor must provide and FCC-certified transmitter. All units have to be with 4G coverage or more. Must combine a miniature mobile and GPS technology in attended device.
- Must be able to receive a signal from the transmitter within a 200 feet range without interference alternative levels, considering that most user's homes are built of concrete.
- The equipment must provide information and alerts directly to the victim. (e.g. e-mail, telephone or fax warning).
- Functional 24/7 with GPS location updates every 15 seconds, regardless of violation status.
- Compliance with all regulations including, but not limited to, Federal Communications Commission (FCC).



- Real-time tracking technology with extended memory capabilities. Must store over 150 events (e.g. instances of misuse, tampering, and other alerts) and to forward the same upon reconnection to Monitoring Control Center. Each recorded event must include date and time. Proponents shall state the number of messages or events that may be stores on memory.
- Proactive intervention capabilities to prevent violations and/or breach of law.
- The unit must be capable to access a standard phone, line, cable phones line or cellular phone lines.
- GPRS/GSM Enable (Multiple Communities protocol).
- It must be able to detect any tampering with the device including the removal of the strap, severing the strap or sliding it off, and notify the Monitoring Control Center of such event. When in temper status, must require a manual reset.
- Rechargeable Batteries. The proposal shall state the storage capacity of the batteries.
- Must be waterproof and shock resistant.
- Must have surge protection to protect the equipment against power failures, brownouts, blackouts, spikes and surges, and an internal rechargeable battery backup that will allow the unit to operate during a power failure with at least 36 hours of life.
- Must have a sound or voice alerts on the same device. That sound and voice alert will indicate that the offender is approaching the restricted zones. Also, alert any attempts of manipulation and when the communication is interrupted.
- The Active GPS must emit all messages to the central computer.
- Advanced mapping and path surveillance capabilities.
- Home radio frequency device that switch the GPS to RFD when at home and it must have movement detection if manipulations occurs.
- Proponent shall provide at least two extra standard replacement straps and other device parts, as needed, at no extra cost.
- In the event of high security devices, non-replaceable steel bands or straps may be proposed that are easy cleaned or sanitized. Proponent will provide the maintenance.
- Must have an on board audible siren. The audible sirens must be able to be activated via the monitoring software system by the vendor's monitoring center or authorized agency and staff. The siren should not be able to be deactivated by the offender.
- Must have an internal diagnostic mode, which will report to the host computer any potential or actual problem to avoid any undue visits to the user's home.
- Tone/pulse dialing compatible.
- Sensor motion unit.

2.3 PROPONENT MONITORING CENTER

Proponents shall have a Monitoring Center that will receive, store and disseminate information generated by the monitoring equipment. This center will serve as backup and support to the DCR's Central Monitoring Center. It shall meet these requirements:

- The Proponent Monitoring Center does not have to be located in Puerto Rico.
- Strong backup systems for emergencies or unanticipated breakdowns.
- Adequate 24-hour monitoring services with island wide instant communication's capability.
- Host computer system capable of handling unlimited number of participants.



- It will be staffed and operated 24 hours per day, seven days a week.
- Operators will be Spanish speaking and will be trained in using the monitoring center and field equipment so they can answer questions and solve problems accurately and quickly.
- The center should have enough telephone lines to allow for the DCR's staff call and receiver/dialer access without delay or busy signals. There should also be a redundant or back-up system. Proponent will describe such redundant or backup system.
- All access to the center, and the stored records, shall be restricted to the center's personnel.
- Center personnel shall verify each curfew violation with a call to the user's home and will prepare a report detailing the incident.
- The center's operation should provide, as an option, the ability to record telephone conversations between the monitoring center, the users and the DCR's staff. These recordings shall be provided to the Agency upon request.
- The center shall notify Agency personnel immediately any violations committed by users. Notification may be executed by telephone, fax or pager, and e-mail as determined by the Agency.
- The computer system installed at the monitoring center shall store all leaves, enters, tampers, and can produce detailed reports (daily summary reports), which may be distributed to the Agency's representatives. These reports should be flexible in format so the tailoring to the Agency's needs is permitted at no cost to the Agency.
- The computer system shall make regular callbacks for location verification to each receiver/dialer to ensure system integrity. This should be done on a periodic basis. Proponent shall describe procedures to be followed.
- The computer system proposed shall be able to interface with DCR's computer system.
- Proponents shall describe the computer system (hardware and software) they intend to use.
- The computer system shall have the redundant or backup systems to allow it to recover from a computer failure immediately with no loss of data.
- The operator shall provide the agency with data in electronic format as the agency may require. The computer system should be able to send the agency this data automatically in electronic form. All problems with the electronic transmission of the monitoring center's data shall be corrected by operator at no cost to the agency.
- The computer system shall also maintain an exact inventory of monitoring equipment, its status, location and any other relevant information.
- The computer systems shall also be able to produce cumulative reports on a use's compliance with the monitoring process, identifying the offender, entry and exit dates from the monitoring process, type and number of violations and duration of curfew violations by category.
- The computer system shall provide for periodic backup of all data to a secondary medium, with a preference to continuous back up system. Data should be backed up at least once every twelve hours. The backup medium should not be reused or overwritten unless a successful and complete update of the data has been made to a historical or archive file.
- All reports shall include user's report identifying each user by geographical area, electronic monitoring unit number, user number, date of entry into the system, and expected exit date. There shall also be an inventory report indicating the location of each piece of equipment, utility status, and instances of misuse, identified by serial number and model, and specifying the region it is assigned to and whether it is in use or not. Finally, the system shall provide a violation list, as described elsewhere in this request.



2.4 DCR CENTRAL MONITORING CENTER

Proponents must staff at least one 24/7 technical support personnel at the DCR Central Monitoring Center in Hato Rey, Puerto Rico, who will support local DCR personnel with everyday tasks.

2.5 SOLUTION FOR SURVIVOR OF LAW 54 OFFENDERS

Proponents must provide a mobile app that facilitates communication with survivors without generating the feeling of tracking. The requirements for this app are:

- Compatibility with IOS and Android.
- Must collect a location every minute.
- Must notify the survivor about alarms in real time.
- Must include an emergency button that when pressed must call the Agency and sent the location of both the offenders and the survivor.

2.6 SYSTEM REQUIREMENTS

2.6.1 LANGUAGE

The electronic monitoring system must be in Spanish. It is also a requirement that the following be in Spanish:

- Reports (canned and custom)
- User screens
- User menus dialog boxes
- On-line help and documentation
- Standard Operating Procedures (SOPs) where applicable

It is desirable, but not required, that components of the proposed solution be available in Spanish. These components could include, but not limited to:

- Network operating system Network management tool Participant/Server software
- PC and server operating systems Network hardware status readouts documentation related to above

2.6.2 SCREEN AND PRINT OUT REPORTS

Reports that can be generated by the system must include:

- Event related reports comprising Daily Summary, All Messages, Last N Messages, and Reprint Alerts.
- Caseload list reports of participants for each officer and in these forms by Alternate ID, by Electronic Monitoring Device End Date, by Name, by Telephone Number and by Unit Number.
- Subject Status Reports of participant's activities a specified time-frame, and their current at home and missed call-back status to include: Day Summary & Missed Callback and Roll Call.



- Subject listings for agencies, branch and officers in these forms: by Alternate ID, by Electronic Monitoring Device and Date, by Name, by Telephone Number and by Unit Number.
- Subject Information Reports for an agency's entities and/or office's caseload; which must include - Drive by transmitter Code List, Subject Detail Listing, Subject Field Listing and Subject Schedule Listing.
- Inventory Reports as follows - Inventory List by Unit Number, Inventory List by Unit Type and Inventory summary by Unit Type.
- Officer Listings and Officers On-Call Reports to provide agency with personnel rosters and staffing.

2.7 OPEN SYSTEM APPROACH

2.7.1 HARDWARE SOFTWARE INDEPENDENCE

To ensure long-term supportability and competitive options for future expansion it is important that the overall proposed solution minimize product/proponent specific dependencies as much as possible. Except for highly specialized equipment (such as barcode readers, portable units, etc.). The associated hardware and software should not be exclusively reliant upon any proprietary architecture (e.g. Microsoft Windows).

2.7.2 USE OF INDUSTRY STANDARD DATABASE FORMATS

The electronic monitoring service common industry standard formats. Systems that use proprietary, obscure or uncommon data formats are not eligible for consideration. This requirement is to ensure long-term supportability of the system and simplification of implementing future integration with other agency systems. And it will ease data management and facilitate data conversion if necessary. Applied databases are SQL 2000, Oracle 10 or db2, or newer.

2.7.3 USE OF MODERN DEVELOPMENT TOOLS AND METHODOLOGIES

It is of real concern to DCR that the proposed electronic monitoring service be highly reliable and based upon proven technologies. In addition, the ability of the Proponent to maintain and improve their system is very important. With these in mind, it is desirable that the Proponent utilizes modern, industry standard development tools and methodologies for the development and maintenance of their product. This could include compatibility and/or application of:

- Case tools RAD System
- Windows Server Family Relational database technology Object oriented languages
- Commercially available systems as "front-ends" such as Visual Basic, NET, etc. Access, PHP Linux Base application are not permitted.

2.7.4 SCALABLE ARCHITECTURE

The proposed electronic monitoring service must meet current needs and allow for growth and expansion for the future. Therefore, the electronic monitoring service should be scalable to allow for various implementation options-from stand-alone operations to wide area Participant/Server. It is also important that upgrade and conversion paths between the different scales be defined.



2.8 TRAINING REQUIREMENTS

Proficient beginner and on-going training of personnel is essential to ensure that the system is used to its fullest capacity. The Proponent should provide comprehensive training and training materials.

2.9 SUPPORT REQUIREMENTS

The Proponent should describe all tools and methodologies available that would be provide significant benefit to the overall success of the project. For example: implementation assistance teams, data entry forms for inventory and asset audits, or pre-existing equipment database.

3 PROPOSAL CONTENT

3.1 PROPOSAL FORMAT

Proposals shall be prepared in the following format:

- Font “Times New Roman” size twelve (12)
- Single space
- Paper 8½ x 11 paper with a minimum of one (1) inch margin
- Pages numbered consecutively
- Documents in “PDF”

3.2 PROPOSAL CONTENT

Proposals should include the following documents:

- a. Cover Letter
- b. Proposal Certification (Attachment I)
- c. Response to Evaluation Criteria
 - Past Performance
 - Financial Capacity
 - Technical Capacity
- d. Pricing Worksheet
- e. Literature for each product offered, with the corresponding row and item number, and manufacturer’s letter, as applicable.
- f. Certifications
- g. Bid Bond
- h. Valid resolution issued by the Puerto Rican Industry Investment Board, Puerto Rico Trade and Export Company, or any other governing body for the use of the percent of preference policies, if applicable.
- i. Any other document required in this RFP or specifications attached.
- j. Amendments to the RFP, if applicable.



3.3 COVER LETTER

Proponents must submit a clear and concise one (1) page cover that provides sufficient details to support an effective evaluation and validate the proposal. Proponents must assume that the Government has no prior understanding of their background or expertise. At a minimum, the cover letter include:

- Full name of the Proponent’s organization
- Name of RUL authorized person
- Contact information (phone, e-amil and postal address) for technical and cost issues or questions
- RFP number
- Signature of the contact person

3.4 PROPOSAL CERTIFICATION

Proponents must include the Proposal Certification found in **Attachment I**, signed by the person authorized by the RUL.

3.5 PAST PERFORMANCE

Proponents must provide contact information (name, title, company, address, phone number, and email address) for at least three (3) references (private or public sector) where the Proponent has executed work that is similar to the work requested in this RFP. References shall be dated within the past five (5) years of the RFP closing date. In addition, Proponents should answer questions in **Table 3.5.1**.

Table 3.5.1 Past Performance Requirements

I	1. Scope of Work	1. What was the scope of work performed on your previous client? How many years of experience do you have in electronic monitoring device field? 2. What was the amount of the contract with this client?
II	2. Reporting	1. Did you have a service agreement with the client? What were the consequences if you did not meet service levels?
III	3. Service	1. Describe the service provided to each previous client and the logistics involved.
IV	4. Account Management	1. Describe the account management process employed with previous clients.

3.6 FINANCIAL CAPACITY

Describe your company’s financial stability and economic capability to perform the contract requirements. The Proponent has to present a letter issued by a financial institution, certifying the availability of \$150,000. Credits lines for that quantity will be accepted. During the evaluation of the proposal, the Bid Board reserves the right to review financial statements previously submitted as part of the RUL application.



3.7 TECHNICAL CAPACITY

Describe in narrative form your technical plan for accomplishing the work, as well as a detailed description of the features for all software/hardware proposed. Use the requirements and task descriptions in **Section 2** (Scope of Work) of this RFP as your reference point. In addition, Proponents shall provide any description, explanation, or any other relevant information. Slight deviations from the scope of work are allowed that do not substantially modify the quality, capacity or characteristics of the good or service requested.

3.8 PRICING WORKSHEET

The RFP package will include a Price Sheet to be completed by Proponents. The Price Sheet includes the specifications of each item of the service requested for which the Proponents must present an acquisition price.

Upon completion, Proponents must export this document in PDF and include it in the RFP documents for both physical and electronic submissions. The price sheet can be found in the RFP file at www.asg.pr.gov/ReformaCompras/Pages/default.aspx.

3.9 BRAND, MODEL, AND LITERATURE

Where applicable, the Proponent shall have to indicate the brand and model of the product, as well as include technical literature from the manufacturer, which will allow the verification of compliance with the required specifications by the product quoted. Mentioned literature or specifications sheets, will clearly indicate the bid item to which it refers. Literature and documentation that does not help validate compliance will not be accepted. Lack of literature could cause the rejection of the proposal.

3.10 CERTIFICATIONS.

All Proponents must include in the proposal the forms provided, all the certifications required in this RFP and in the attached specifications. It is noted that every Proponent must comply, without being limited to, with the following:

- A. CODE OF ETHICS FOR CONTRACTORS (as defined by the Anti-Corruption Code for the New Puerto Rico): Every Proponents must comply with the provisions of Law 2-2018, as amended, known as the “Anti-Corruption Code for the New Puerto Rico”, which requires all Government Entities to operate under the standards of integrity, efficiency, probity, and transparency. This Code of Ethics emphasizes the public policy of the Government of Puerto Rico in the proper and efficient use of public resources and the eradication of government corruption. The Code requires that all contractors, suppliers of goods and services, and applicants for incentives refrain from carrying out or participating in conduct that, directly or indirectly, implies that public servants violate the provisions of the Government Ethics Law. Acceptance of the standards established in this Code of Ethics is an essential and indispensable condition for Proponents or their representatives to be able to carry out transactions or establish agreement with the executive agencies. Every person is obliged to denounce acts violating the aforementioned Code that constitute acts of corruption, or are configured in crimes constituting fraud, bribery, embezzlement, or illegal appropriation of funds, and of which they have their own and



personal knowledge, that concern a contract, business or transaction between the Government and a contractor, supplier of goods or services. The complainants will be protected under Law 2, *supra*.

- B. CANONS OF ETHICS OF YOUR PROFESSION: Every person must observe the maxims and principles of excellence and honesty that cover their profession, in addition to the ethical standards or canons of the association or college to which they belong and that regulate their trade or profession, both in relation to their competitors and with the Government of Puerto Rico. In the case persons not belonging to an association or college, or in the case the associations and colleges do not possess a Code of Ethics, for its members, the persons must observe the general principals of ethical conduct that are considered reasonable in their profession or job.

3.11 BID BOND

This RFP requires a bid bond of one hundred fifty thousand (\$150,000) dollars. The bid bond shall be a provisional support provided by all Proponents for the purpose of assuring the Government of Puerto Rico that they will sustain their bid throughout the RFP procedure. The bond must be original and must be physically submitted with the proposal by the date established in Table 1.3.1.

If presented through an insurance company, the bond will be in favor of 'Administración de Servicios Generales', and if presented by certified check or money order, the bond will be in favor of the 'Secretario de Hacienda'. Any proposal presented without the bid bond here arranged will be **rejected**.

3.12 SIGNATURES

The proposal, including Attachment I, must be signed with indelible ink or blue ink pen in the space provided by the person registered in the RUL or its authorized representative. The Proponent's electronic signature is authorized in the proposal presented. Lack of compliance with these requisites will constitute the **rejection** of the proposal. Proponents that are not registered in the RUL must submit forms **ASG 673** or **ASG 674**, whichever applies.

3.13 CORRECTIONS, MODIFICATIONS, ALTERATIONS, OR PROPOSAL WITHDRAWAL

Proposals are open to correction, modification, or withdrawal only by following the dispositions in Article 7.4 of the Uniform Regulation No. 9230, *supra*.

Every proposal must be presented in legible, clear, complete, and precise form. Multiple proposals, varied or ambiguous, will not be considered. Any blot, deletion, annotation, or any other correction in the RFP must be endorsed by the **person who signs the proposal with his initials**. Otherwise, the proposal will be invalidated for the corresponding item or items.

The use of eraser ink for corrections will be considered a blot and **will have to include the initials of the person who signs the offer** to be considered. The use of correction paper to write on the proposal is unacceptable.



3.14 DOCUMENTS

All documents included as part of the RFP and those issued later, will form part of and must be included in the submittal of the proposals.

3.15 WARNINGS

- a. Providing any type of false, plagiarized, or fraudulent information or documentation as part of the information presented for this proposal will be sufficient cause to disqualify or reject any Proponent's proposal, as well as to cancel or terminate any purchase order or contract granted.
- b. ASG or the Bid Board can order the partial or complete cancellation of the RFP when it serves the best interests of the Government of Puerto Rico, regardless of the phase in which it is, as long as it is prior to the formalization of the contract or a purchase order has been issued. Cancellations shall be notified by e-mail to all Proponents that have obtained an RFP packet, and an announcement will be posted in the RUS and ASG webpage.
- c. ASG or the Bid Board may amend the RFP up to two (2) business day prior to the opening of proposal when the amendment entails additional changes or requests that must be included in the proposal, or one (1) business day before the opening of the bid when the amendment does not affect the presentation of proposal, if it serves the best interests of the Government of Puerto Rico.
- d. The award notice of this proposal shall not constitute the formal agreement between the parties. It shall be necessary to execute the corresponding contract or for the Administration to issue a purchase order signed by the authorized person.
- e. Neither ASG nor the Bid Board will accept a bond for an amount less than that here established or by an Entity not 'Administración de Servicios Generales' or the 'Secretario de Hacienda'. Incompliance of these requisites will result in the rejection of the offer.
- f. ASG and the Bid Board grant faithful compliance with the public policy of preferential purchases provided by law.
- g. Any person who, in relationship with the agencies and other instrumentalities of the Government of Puerto Rico, participates in bids in RFPs, presents a proposal or is interested in perfecting contracts with them, will have the obligation to disclose all the necessary information so that the agencies can evaluate in detail the transactions and make correct and informed decisions. Any undisclosed relationship (conflict of interest) is grounds for immediate disqualification. Conflict of interest may be real, apparent or potential.
- h. ASG and the Bid Board reserves the right to do any of the modifications in the Instructions, Terms, Conditions, and Specifications of the RFP prior to the celebration of the Opening of Proposals. Any modification will be notified to the Proponents and Proponents.
- i. ASG and the Bid Board reserve the right to engage in individual negotiations with Proponents and Proponents, whose proposal are within the selection criteria defined in Section 7.4.18 of the Uniform Regulations No. 9230, as amended, regarding the terms, conditions, quality, solution, prices, or combination of factors, to obtain the most advantageous price for the Government of Puerto Rico.
- j. The Government reserves the right to waive any minor format non-compliance and/or informalities of the submitted proposals if doing so is in the best interest of the government.



4 ELIGIBLE AND INADMISSIBLE OFFERS

4.1 PRICE QUOTATION UNIT

The offer must be done in dollars and cents. Offers expressed in terms of percent or undetermined prices will not be considered.

4.2 INCOMPLETE OFFERS

In the event that a Proponent submits unit prices in some items and omits others, it shall be understood that the Proponent is interested in bidding only in those items for which an offer was made.

If a Proponent does not wish to bid on an item, the Proponent must annotate "N/A" (not applicable) or "N/B" (no bid).

4.3 UNRESPONSIVE OR UNACCEPTABLE PROPOSALS

The specifications set minimum requirements. However, at the moment of submitting the proposal, Proponents may present items that surpass the requested specifications, which might be selected if they offer the greatest value to the Government of Puerto Rico.

Ambiguous, in terms of its meaning, incomplete, and/or indefinite proposals will not be considered. Also, proposals that alter, infringe, vary, or condition the Terms, Conditions and Specifications established by the ASG will be rejected.

4.4 MANY PROPOSALS BY A SINGLE PROPONENT

If a Proponent presents multiple offers for an RFP, either in his own name or under pseudonyms, of any of its subsidiaries or branches, of one or more of its partners, agents or officers, every proposal submitted by the Proponent will be **rejected**.

4.5 GLOBAL REJECTION

The Bid Board may reject all the offers or proposals received if these: (1) do not comply with the Instructions, Terms, Conditions, and Specifications; (2) the prices were unreasonable; or (3) there exists a collusion amongst the participating Proponents.

4.6 CONFIDENTIALITY OF PROPOSALS

The ASG and the Bid Board will not disclose information indicated in a proposal as confidential, proprietary or privileged, or that is related to trade secrets, prices and proprietary or privileged information. All information considered as confidential, proprietary and privileged must be indicated as such in the proposal.



The Bid Board may reject proposals whose content is substantially marked as confidential, proprietary or privileged. Providing any information marked confidential or proprietary will not prevent ASG or the Bid Board from disclosing such information if required by law. The contract ultimately awarded and all prices set forth therein will not be considered confidential or proprietary, and such information may be made available to the public.

4.7 REDACTED COPY

All Proponents must submit a redacted copy of their proposal that excludes all confidential information that is not public. ASG reserves the right to release edited copies of proposals at the end of the RFP process. If a Proponent does not submit a redacted copy, ASG will assume that the original copy of the proposal can be made public.

Therefore, the original copy of the proposal must identify all confidential information and the redacted copy of the proposal must exclude all confidential information that must not be public as described in Section 4.6 of this document. Any information that is not identified as confidential in the uncensored proposal will be considered non-confidential.

4.8 OWNERSHIP OF THE PROPOSAL

All material submitted in response to this RFP will become the property of ASG and the Bid Board. The selection or rejection of a proposal will not affect this provision.

5 EVALUATION, SELECTION, AND AWARD

5.1 EVALUATION

The Government expects to award one contract for the requirements outlined in this RFP to the Proponent that presents the best value to the Government. Points awarded will be based on the Proponents performance in each category. A breakdown of the points awarded can be found in **Table 5.1.1**.

Table 5.1.1 Evaluation Score Breakdown

Category	Score
Past Performance and Financial Capacity	10
Technical Capacity	20
Cost Submittal	40
Compliance with terms and conditions	10
Compliance with technical specifications described in Section 2	20
TOTAL	100



At any point during the evaluation period, the Bid Board reserves the right to contact Proponents for explanations about their Proposals. The purpose of these explanations is not to obtain additional information not originally submitted in the proposal, but rather to obtain a better understanding of the content provided.

5.2 PAST PERFORMANCE, FINANCIAL CAPACITY, AND TECHNICAL CAPACITY EVALUATION CRITERIA

To determine which offer is the most convenient and beneficial, the price will not only be considered as the only factor, but also the compliance with Terms, Conditions, Specifications, and Warranty required for the RFP. The Proponent's past performance and financial capacity will be also evaluated by the Bid Board at the moment of awarding the "*buena pro*". The technical approach will be evaluated for the purposes of determining the Proponent's capability to satisfactorily comply with the requirements. It is possible to not grant an awarding to the Proponent that has presented a lower price if, in the judgement of the Bid Board or the ASG, the Proponent proposes a higher price, but his proposal represents a value higher when also considering the technical requisites, delivery terms, past performance, warranty, among others.

5.3 PRICING EVALUATION

The Proponent's Pricing Proposal will be judged based on market value and reasonability. *Buena pro* may not be awarded to the Proponent who submitted the lowest price if, in the judgment of the Bid Board or ASG, another proposal offers a better value for the Government of Puerto Rico.

5.4 BEST AND FINAL OFFER EVALUATION

Upon analysis of all first-round submissions, the Bid Board may request a Best and Final Offer from all Qualified Proponents to allow them the opportunity to submit their last and most attractive offer. Regulation 9230, *supra*, indicates the process and protocols of a Best and Final Offer Evaluation. The timeline for Best and Final Offer submission will be posted on ASG's webpage and communicated directly to all Qualified Proponents.

5.5 SELECTION

The Best and Final Offer will be re-evaluated to find an optimal scenario that meets the objectives of the RFP. The Bid Board will examine all proposals submitted before making an award.

The Bid Board shall award the responsive Proponent who follows the General Instructions, Terms, Conditions, and Specifications, and represents the best value to the Government of Puerto Rico.

5.6 AWARD

Once the Bid Board makes de final decision, the Secretary of the Bid Board will notify it through writing to all Proponents that participated. The notification of the RFP awarding will not constitute a final agreement among the parts. Contracting must be completed to create a final and valid agreement. No Proponent is authorized to deliver merchandise or propose services without an approved contract. Thus, no Government



Entity will guarantee any payment until the formalization of a contract or the issuing, by the Administration, of a subscribed purchase order by the authorized person. The Government of Puerto Rico is not committed to an award until the formalization of the corresponding contract. Once contracting is complete, the Government will put in place purchase orders for the awarded products or services. The Auxiliary Administration of Acquisitions will be able to pass judgement over all purchase orders issued against the contract awarded as consequence of this RFP.

Once the Bid Board makes the corresponding award, they shall provide notice of their final determination by a Resolution or Award Notice. The Resolution or Award Notice shall be properly notified, by federal certified mail with acknowledgement of receipt or e-mail to all the parties that are entitled to challenge such determination, namely, all the proponents participating in the process. The award notice must include: (i) the names of the Proponents that participated in the Request for Sealed Proposals and a summary of their proposals; (ii) the factors or criteria that were considered for the awarding of the proposal; (iii) the defects, if any, that the losing Proponent's proposals had, and (iv) the availability and the term for requesting the administrative review and judicial review.

5.7 ADMINISTRATIVE REVIEW

The party adversely affected by a decision of the Bid Board may, within a term of twenty (20) days from the deposit in the federal mail or email notifying the auction award, submit a request for review before the Review Board, General Services Administration. Once the administrative review has been submitted, the corresponding Bid Board will submit a certified copy of the case file to the Review Board, within three (3) calendar days following the filing of the appeal.

The appellant shall provide notice with a copy of the request for administrative review to the ASG and the Bid Board; they shall simultaneously also provide notice to the Proponent that was awarded the bid. This requirement is of a jurisdictional nature. In the review document itself, the appellant shall certify to the Review Board its compliance with this requirement. The notice must be provided through certified mail with acknowledgement of receipt and e-mail. The appellant must provide notice, furthermore, to all the Proponents that participated in the bidding process.

6 GENERAL CONDITIONS

6.1 QUOTED PRICES

Every Proponent must quote based on fair prices for goods and services. Quality will be considered in the agreements for the supply of goods. The prices offered by the Proponent will maintain fixed during the validity of the contracted awarded. These will not be subject to changes due to market increases or any other nature, foreseeable or not. The quoted price shall include discounts offered due to prompt payment and volume requested.



6.2 DELIVERY TERMS

Deliveries shall be made within the term that the Proponent has quoted, starting from the receipt of the purchase order. In addition, Governmental Entities may establish a delivery term in accordance with their needs.

6.3 STORAGE

In cases where it applies, Proponents must be responsible for all expenses related to the storage of products. The Government is shall not be responsible for any taxes or fees associated with storage prior to delivery. The ASG reserves the right to perform preapproved and scheduled audits of storage and inventory at least once a year.

6.4 SAMPLES

In the case that the Bid Board requires equipment or quoted articles samples, the Proponent shall have three (3) business day, starting upon the receipt of the request, to physically deliver said samples in the original packaging. Non-compliant Proponents will be **disqualified** from the RFP. Samples submitted for evaluation will be free of charge, and representative of the product offered and will be identified by row, item, type, quality, style, and size. Finalized the sample evaluation, the Proponent will collect them, within ten (10) days after the verbal or written notification by the Bid Board. The ASG is not responsible of breaks or damages that may occur to the samples supplied while they are under evaluation or inspection.

6.5 QUANTITIES TO BE PURCHASED

The issued purchase order will indicate the specified quantities. Selected Proponent shall honor the price proposed.

6.6 WAY OF BILLING

All invoices for the collection of goods and services presented to the agencies, must contain the following certification:

Under penalty of absolute nullity, I certify that no public server (from the Government of Puerto Rico or indicate the name of the agency that issues the purchase order) is part or has any interest in the earnings or benefits as a result of the contract, has mediated a prior dispensation. The sole consideration in providing the goods or benefits of the contract has been the agreed with the agency's (that issues the purchase order) authorized representative. The amount of this invoice is just and correct, the works received, the products delivered, and the services have been provided and no payment has been received for them.

6.7 PAYMENTS.

It is the responsibility of the Selected Proponent to follow the instructions detailed in Circular Letter 1300-07-17, which describes direct deposit enrollment procedure. Once enrolled, payment will be processed in



accordance with the provisions of the Circular Letter 1300-02-10 of the Department of Treasury, which states that “the responsibility of the agencies to demand the provider the delivery of the invoices in or before ten (10) days after the finalization, period, or date of delivery of the good or service.”

6.8 PREFERENCE POLICY.

In any procurement, the Bid Bond will comply thoroughly with the following preference policies, enshrined in the following legal provisions:

- a. Act 14-2004, as amended, known as the “Act for the Investment in the Puerto Rican Industry”;
- b. Act 129-2005, as amended, known as “Law of Reserves in Purchases of the Government of the Commonwealth of Puerto Rico”;
- c. Act 253-2006, known as the “Law of Multiple Selection Contracts in the Procurement Process”;

The Bid Bond will thoroughly comply with the determined measure that secures the compliance with the public policy cited above and all other public policy disposition that stimulates and encourages the companies of local capital to increase business opportunities, with the purpose of creating more and better employment for the citizens.

- a. USE OF PERCENT OF PREFERENCE: The Proponent interested in the recognition of the percent (%) of assigned preference, will present a valid resolution awarded by the Investment in the Puerto Rican Industry Board, by the Trade and Export Company of Puerto Rico or any other governing body, together with his offer in order to validate his preference.
- b. TRANSFER OF THE PERCENTAGE OF PREFERENCE: The company that obtains the percent of preference by concept of manufacturing for any of the products, can transfer its agents established in Puerto Rico through a notarized letter expressly indicating that it is transferring to each agency the percent granted for said product by the Investment in the Puerto Rican Industry Board or any other governing body. Mentioned letter must be approved and sealed with the Government Entity’s official seal that issues it.
- c. APPLICATION OF THE PERCENT OF PREFERENCE: In the case that after the percent of preference has been applied the articles result in equal conditions, the award will be made in the following order: (1) products from Puerto Rico; (2) products from the United States; and (3) foreign products.
- d. UPDATED ISSUED RESOLUTION: In any purchase made under a contract or purchase order as a product of this RFP, the Proponent must obtain a percent (%) preferential to his products, and must present at the time of the purchase, the valid resolution issued by the Investment in the Puerto Rican Industry Board, by the Trade and Export Company of Puerto Rico, or any other governing body. If the Proponent does not present the current resolution, he will not be able to enjoy the benefits of said laws.

6.9 BONDS AND WARRANTIES

- a. BID BOND: The bid bond shall be a provisional support provided by Proponents for the purpose of assuring the Government of Puerto Rico that he will sustain his bid throughout the RFP procedure. The bond must be original. If presented through an insurance company, the bond will be in favor of ‘**Administración de Servicios Generales**’, and if presented by certified check or money order, the bond will be in favor of the ‘**Secretario de Hacienda**’. The amount of the Bid



Bond shall be **\$150,000**. Any offer submitted without the full amount of the deposit will be rejected.

- b. **PERFORMANCE BOND:** Selected Proponent must post a performance bond to the Bid Board, no later than ten (10) business days following the notification of the award. Such bond shall secure the performance of the contract or purchase order, as applicable. The amount of the Performance Bond shall be **\$750,000**. The Bid Board shall reimburse the bond when the term of the contract expires or when the corresponding purchase order is complied. The bond will guarantee that the supplier complies with the obligation in accordance with the terms and conditions of his proposal. In the case of non-compliance and the need to go to the next supplier, the price difference will be covered by this bond. The bond must be original. If presented through an insurance company, the bond shall be in favor of 'Administración de Servicios Generales'; and if presented by certified check or money order, the bond will be in favor of the 'Secretario de Hacienda'.
- c. **WARRANTY:** Proponents must specify period(s) of Warranty per item, as applicable, as part of their proposal.

6.10 LATE DELIVERIES

Any Proponent who fails to deliver the merchandise or services, will be charged 0.5 per cent of the issued purchase order for each day that elapses in delay, for a maximum of 10%, without constituting a waiver of any other procedure that is applicable by law. Furthermore, such Proponent could be penalized with an earlier termination of the contract. It is understood that there is a delay when the supplier does not meet the agreed delivery date or does not meet the date of the commencement of services.

6.11 NON-COMPLIANCE.

The ASG Administrator reserves the right to cancel any contract or purchase order granted by virtue of this bidding process at any time when this results in the protection of the public interest and/or the benefit of the Government of Puerto Rico.

Moreover, Selected Proponent who do not comply with any of the RFP's terms and conditions, once issued the purchase order or signed the contract, shall be imposed the following penalties: (1) confiscation of performance bond, (2) charging the difference of a price paid due to the need for ASG to make an exceptional purchase of goods, and (3) exclusion from the RUL for a period determined by ASG Administrator, in accordance with provisions of Regulation No. 9230, *supra*. Also, the ASG reserves the right to apply to any of the sanctions, as provided in the aforementioned Regulation, in Law 73-2019, as amended, as well as those agreed in the contract or purchase order. The measures to be taken in case of non-compliance will be imposed only by the ASG, after investigation of the facts, mediating communication and giving the Proponent due process of law.

6.12 INVESTIGATIVE COLLABORATION

Every person, Proponent or contractor shall collaborate with any investigation initiated by the Government on business transactions or the granting of contract or granting of governmental incentives, of which they were part of or directly or indirectly benefited.



6.13 ANTI-DISCRIMINATION CLAUSE

The ASG does not discriminate on the basis of race, color, gender, origin or social condition, political or religious ideas, age, nationality, for being a victim or being perceived as a victim of sexual assault or stalking, veteran status, identity or real or perceived sexual orientation, physical, mental or sensory impairment.

6.14 COMMUNICATIONS AND ANNOUNCEMENTS

Communications with any Government representatives in respect to any matter related to the content of this RFP will require approval or be completely prohibited during the process of selection and proposal presentations, except when contacted by ASG or the Bid Board for explanations, as described in Section 1.4. Non-compliance with said restriction may result in the rejection of the offer. All communication will take effect through the following email address: juntadesubastas@asg.pr.gov. For Request for Clarifications follow instructions in Section 1.4.

Any information or public announcement related to this RFP will be made through ASG's web page (www.asg.pr.gov/ReformaCompras/Pages/default.aspx). All information, public announcement, or amendment related to this RFP will be written with the ASG and Bid Board due authorizations.

6.15 RFP INVITATION OR RFP DOCUMENT OBJECTION

In the case that a Proponent interested in participating in a bid process disagrees with the RFP Invitation or RFP Document, they will be able to settle personally before the ASG Procurement Area's Auxiliar Administrator the corresponding objection document, within **three (3) business days** following the date the Administration makes accessible the RFP Invitation or RFP Document. All objections to the RFP Invitation or the RFP Document presented after the established term will be rejected. The objection must comply with the established Regulation No. 9230, *supra*.

7 CONTRACT

7.1 FORMALIZATION OF THE CONTRACT

The proposal of the Selected Proponent and the provisions of the RFP will constitute the base for finalizing the contract between the Selected Proponent and DCR. The contract will be formalized as soon as the ASG receives the guarantees required from the Proponent and issues a purchase order.

7.2 REFUSAL TO FORMALIZE THE CONTRACT

If the Selected Proponent refuses to formalize the contract or does not attend to sign it, within the term notified in the Notice or Award Resolution or by the Contract Unit of the DCR and has not presented a reasonable prior excuse, he will not be considered to be part of the contract. The ASG Administrator may apply provisions contained in Section 9.1.4 of the Regulation No. 9230, *supra*.



7.3 VALIDITY OF THE CONTRACT

The contract formalized under the RFP will have a validity of **three (3) years**, after granting the contract. The Administrator may authorize amending the contract for the purposes of extending its validity for an extra term of at maximum the same term as the original contract.

The Selected Proponent will be informed through writing and in advance of the contract's expiration date with the intention to extend it by the ASG. The amendments will be made through the "Amendment" writing and must have the signatures of the parties.

7.4 SCOPE OF THE CONTRACT

The contract awarded under the RFP will cover the requesting agency or governmental and exempt entities of the Government of Puerto Rico, as defined in Law 73, *supra*. The Selected Proponent may not refuse to offer the services to any agency, governmental and exempt entities, or municipalities, among others.

7.5 FOMB CONTRACT REVIEW

All contracts resulting from this RFP are subject to review by the FOMB in accordance with FOMB contract review policy and related amendments. Please refer to the FOMB Contract Review Policies available at <http://juntasupervision.pr.gov/documents/>.

7.6 TERMINATION OF THE CONTRACT

Failure to comply with the terms and conditions of this contract shall constitute sufficient cause to terminate this contract without the need for prior notification. In addition, the ASG Administrator reserves the right to cancel any contract or purchase order granted by virtue of this bidding process at any time when there is just cause and this results in the protection of the public interest and/or the benefit of the Government of Puerto Rico.

In addition, the Secretary of the Government of Puerto Rico shall have the power to terminate this Agreement at any time, as provided in Memorandum No. 2017-001; Circular Letter 141-17 from the Office of the Secretary of the Government of Puerto Rico and the Office of Management and Budget.



ATTACHMENT 1: PROPOSAL CERTIFICATION

Proponent Summary Information

Proponent Organization	
Name of Organization:	
Employer Social Security:	
Email:	Telephone Number:
Postal Address:	
Proponent Point of Contact	
Name:	Title:
Fax:	Telephone number:
Email:	
Postal Address:	
Physical Address:	

For Foreign Entities Only:

Foreign Entity	
Name of Resident Agent:	
Fax:	Telephone Number:
Physical Address:	

The Proponent acknowledges:

- Having read all the detailed instructions, terms, conditions, and clauses in this RFP, hereby certifying his/her understanding and acceptance of the aforementioned.
- Having received and read all the responses to the Proponents' questions summarized in the **Request for Clarification** document.
- Having received and read all the Request for Sealed Proposals **amendments**, if any.

Acknowledgement:

I, _____, hereby acknowledge that I am authorized to sign this proposal, and that my name and signature are dully registered in the Sole Bidder Register ("RUL"). I also certify that I will comply with all the requirements, terms and conditions in this RFP, and that I will sustain the price during the term of the contract.

Proponent Signature: _____

Date: _____

**RFP 21-2179-R1
TO ESTABLISH A CONTRACT FOR THE ACQUISITION OF ELECTRONIC MONITORING EQUIPMENT FOR THE DEPARTMENT OF CORRECTION AND REHABILITATION OF THE GOVERNMENT OF PUERTO RICO**

Pricing Worksheet - General Instructions

Proposer Organization Name

Contact Person:

Role:

Location:

Contact Information

Background

This price calculation sheet is intended to allow Proposers to provide the Government of Puerto Rico with a proposal to establish contracts for acquisition of electronic monitoring equipment for the Department of Correction and Rehabilitation the Government of Puerto Rico.

Delivery Instructions

Please complete the following sections of the Pricing Worksheet:

1. Proposer's contact information in the 'Instructions' Tab
2. Pricing proposal for each item detailed in the RFP 21-2179-R1 Tab.

Proposers should edit ONLY cells highlighted in this color.

The Pricing Worksheet should be submitted using the file naming convention below:

<Name of Proposer_21-2179-R1_Pricing Worksheet_<MMDDYYYY>.xlsx



**Pricing Worksheet
RFP 21-2179-R1**



**TO ESTABLISH A CONTRACT FOR THE ACQUISITION OF ELECTRONIC MONITORING EQUIPMENT
FOR THE DEPARTMENT OF CORRECTION AND REHABILITATION OF THE GOVERNMENT OF PUERTO RICO**

Item	Features	Manufacturer	Model	Unit Price	Preference Law Percentage (%) (If applicable)	Delivery Time	Origin	Warranty
Example								
Item XYZ	Color: Blue Material: Plastic Size: Medium	YYY	ZZZZ	\$1.00	N/A	XX days	USA	XX months
Equipment (Receiver/Dialer)								
Receiver/Dialer Unit with 4G coverage and two (2) standard straps								
Add other item here....								
Add other item here....								
Straps								
Highly Cut Resistant Straps (e.g. Metal, Carbon fiber)								
Add other item here....								
Add other item here....								
Electronic Monitoring Interface								
Monitoring Center								

24/7 in-person technical support									
Solution for Survivor of Law 54 Offenders									
Monitoring System									
Add item here....									
Add other item here....									
Service and Operation									
Installation cost									
Field Service Rate									