



REQUEST FOR BIDS

FIREWALL EQUIPMENT
Solicitation Number FY22-805-77

June 3, 2022

**MANCHESTER•BOSTON REGIONAL AIRPORT
REQUEST FOR BIDS
FOR
FIREWALL EQUIPMENT**

June 3, 2022

RFB FY22-805-77

The City of Manchester, New Hampshire, acting by and through its Department of Aviation (hereinafter referred to as the “City”), being a duly and lawfully constituted municipal corporation owning and operating the Manchester•Boston Regional Airport, (the “Airport”) located in the City of Manchester and Town of Londonderry, New Hampshire, hereby issues this Request for Bids (“RFB”) to solicit Bids (“Bids”) for the purchase of Firewall network equipment.

The City will accept and review Bids from qualifying parties (each a “Bidder”) and select a bid or bids which the City determines, in the City’s sole discretion, best meet the requirements of this RFB.

The City intends to select One (1) Bidder with whom the City will enter into a firm, fixed fee Purchase Order and agreement for an initial purchase and subsequent support for five (5) years renewed and paid annually.

Interested parties are encouraged to submit Bids that conform to the requirements of this RFB. Bid documents are available at the Administrative Offices of the Airport at One Airport Drive, Suite 300, Manchester, New Hampshire 03103 or on-line at:

<https://www.flymanchester.com/doing-business-with-mht/procurement-opportunities/>

Title VI Solicitation Notice:

Manchester•Boston Regional Airport, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

SECTION I – DEFINITIONS

For all purposes of this Request for Bids, capitalized terms shall have the definitions provided in this Section I, except as otherwise expressly stated or as otherwise clearly required by context. Such definitions shall be equally applicable to the singular and plural forms of such defined terms. The words “herein,” “hereunder,” and other words of similar nature refer to this Request for Bids as a whole. The word “shall” is mandatory and the word “may” is permissive.

“**Agreement**” means, the final, executed agreement, entered into by and between the City and the Contractor, in substantially the same form attached hereto as Exhibit A.

“**Airport**” means that certain airport commonly known and described as the Manchester-Boston Regional Airport located in the city of Manchester, New Hampshire and the town of Londonderry, New Hampshire.

“**Bid(s)**” means, jointly and severally, the Bidders’ responses to the RFB, including all exhibits, schedules, addenda, appendices, and attachments thereto, and any material representations made by the Bidder submitting said response.

“**Bidder(s)**” means, jointly and severally, those entities that respond to this RFB.

“**City**” means the city of Manchester, New Hampshire, acting by and through its Department of Aviation.

“**Contractor**” means, jointly and severally, the successful Bidder or Bidders selected by the City for the purposes described in this RFB.

“**Director**” means the Director of the Manchester-Boston Regional Airport or their designee, as appointed in writing.

“**P.O.**” means Purchase Order and written contractual agreement issued by the City used to execute the transaction with the Bidder. The P.O. shall serve as notice to the vendor that an award has been made.

“**RFB**” means this Request for Bids for Next Generation Firewall Equipment, dated June 3, 2022. Solicitation Number RFB FY22-805-77, and all appendices, attachments, and addenda hereto.

SECTION II – GENERAL

- 2.1** Bids will be received by the City at the place and until the time specified in this Request for Bid and then publicly read aloud for the information of the Bidders and other properly interested parties who may be present either in person or by representative. **NO BIDS WILL BE ACCEPTED AFTER THE TIME AND DATE SPECIFIED.**

- 2.2** Each Bid must give the full business address of the Bidder and be signed by an authorized signatory. Bids must be signed with the legal name of the Bidder, followed by the state of incorporation or registration, if applicable, and by the signature and title of the authorized signatory. The name of each individual signing shall also be typed or printed below the signature. A bid by a person who affixes to his signature the word "president", "secretary", "agent", or other title without disclosing his principal may be held to be the bid of the individual signing. When requested by the City, satisfactory evidence of the authority of the party signing on behalf of the Bidder shall be furnished.
- 2.3** No oral interpretations or clarifications will be made to any Bidder as to the meaning of the specifications or terms and conditions of this RFB. Inquiries on all matters pertaining to this RFB or the process the City is following should be directed in writing to:

Manchester•Boston Regional Airport
Properties and Contracts
1 Airport Road, Suite 300
Manchester, NH 03103
Telephone: (603) 624-6539
Email: procurement@flymanchester.com

Only written questions will be accepted and must be submitted no later than 2:00 P.M. EST, on Wednesday June 8, 2022. Answers to all properly submitted questions, as well as any clarification or interpretations or changes to this RFB by the City, will be provided in one or more addenda and will be posted to the Airport's website at www.flymanchester.com. The City advises Bidders to sign up to be notified for upcoming opportunities on the "Doing Business with MHT" webpage to receive notification of postings, including addenda. Or, to check the website frequently for any additional posted information.

- 2.4** Bids that are incomplete, not properly endorsed or signed, or are otherwise contrary to these instructions may be rejected as informal by the City. Bids must be filled out completely and accurately.
- 2.5** The City is exempt from payment of federal excise taxes, therefore, all pricing related to this RFB shall not include these taxes.
- 2.6** All prices and delivery times quoted must be firm, FOB destination, Manchester•Boston Regional Airport, Manchester, NH 03103, unless otherwise indicated by the City. **TIME IS OF THE ESSENCE.**
- 2.7** Bids shall include all charges for delivery, packing, crating, containers, and related costs. Unless otherwise stated by the Bidder, prices quoted will be considered as being based on delivery to the destination designated, including any and all freight and packing charges.

- 2.8** Bids may be withdrawn upon a Bidder's written request received by the City prior to the time affixed for opening, as designated by this RFB. Negligence on the part of the Bidder in preparing the Bid confers no right for the withdrawal of the Bid after it has been opened.
- 2.9** The City reserves the right to waive any informality in a Bid, to reject any and all Bids wholly or in part, and to make awards in a manner deemed in the best interest of the City.
- 2.10** Awards will be made to the lowest responsible Bidder quoting the lowest net price in accordance with the specifications of this RFB. In determining the lowest responsible Bidder, the following shall be considered:
- a. The ability, capacity, and skill of the Bidder to provide the service required;
 - b. Whether the Bidder can provide the service promptly or within the time specified, without delay or interference;
 - c. The character, integrity, reputation, judgment, experience, and efficiency of the Bidder;
 - d. The quality of performance of previous contracts or services;
 - e. The previous and existing compliance by the Bidder with laws and ordinances relating to the service;
 - f. The sufficiency of the financial resources and ability of the Bidder to provide the service;
 - g. The quality, availability, and adaptability of supplies or contractual services to the particular use required;
 - h. The ability of the Bidder to provide future maintenance and services for the use of the subject of this RFB;
 - i. The conditions attached to the Bid.
- 2.11** The Agreement shall contain provisions for cancellation by the City in the event that funds are not appropriated for the continuance of thereof.
- 2.12** The City reserves the right to make awards on this RFB by item or to accept all or part of a Bid or prices quoted.
- 2.13** In cases where two or more Bidders have the same net Bid, the City may give preference to the Bidder located within the City of Manchester and Town of Londonderry.
- 2.14** The Agreement will be in the form customarily employed by the City and will incorporate the Bid and the terms and conditions of this RFB. A copy of the Agreement is attached hereto as Exhibit A.

- 2.15** The Bidder, if awarded an order or contract, agrees to protect, defend, and hold the City harmless against any demand for the use of any patented material, process, article, or device that may enter into the manufacture, construction, or form a part of the work covered by such order or contract.

SECTION III – BID DUE DATE AND PROCEDURE

- 3.1** Bidders must submit one (1) original, clearly marked as “original”, and two (2) hard copies of their Bid. In addition to the required hard copies, Bidders may submit an electronic version of their Bid by emailing it to procurement@flymanchester.com.
- 3.2** The packaging containing the Bid shall be marked as follows:

**“RFB FY22-805-77
FIREWALL EQUIPMENT”**

The Bidder’s business name and return address shall be clearly stated on the packaging in which the Bid is contained.

Bids shall be delivered by **2:00 pm on Monday June 13, 2022**, to the offices of the Manchester•Boston Regional Airport and addressed to:

Manchester•Boston Regional Airport
Properties and Contracts
1 Airport Road, Suite 300
Manchester, NH 03103
Telephone: (603) 624-6539
Email: procurement@flymanchester.com

BIDS RECEIVED AFTER 2:00 P.M. ON THE SUBMISSION DATE LISTED ABOVE WILL BE CONSIDERED NON-RESPONSIVE BY THE CITY, NO FURTHER CONSIDERATION WILL BE GIVEN AND SAID BID WILL BE RETURNED TO THE APPLICABLE BIDDER UNOPENED.

PLEASE NOTE:

THE CITY IS NOT RESPONSIBLE FOR BIDS NOT PROPERLY MARKED.

- 3.3** Bid responses should be submitted on the **Bid Form**, attached hereto as Exhibit B and must be typed or legibly marked in ink. Prices shall be stated in units of quantities specified. In case of discrepancy in computing the amount of the Bid, the unit prices quoted will govern. Any changes and/or corrections shall be marked in red and initialed by the person making such corrections. Signatures of the responsible owner of the Bidder must be in ink.
- 3.4** Each Bidder understands and agrees that, should any price reductions occur between the opening of the Bid and the delivery of product or service, the benefit of any such reduction will be extended to the City.

- 3.5** Unless otherwise stated by the Bidder, the Bid will be considered as being in strict accordance with the specifications outlined in this Request for Bids. References to a particular trade name, manufacturer's catalogue, or model number, are made for descriptive purposes only to guide the Bidder in interpreting the requirements of the City and should not be construed as excluding Bids with other types of materials, equipment, and supplies. The above notwithstanding, the Contractor will be required to furnish the particular item or items referred to in the specifications or descriptions of this RFB unless a departure or substitution is clearly noted and described in the Contractor's Bid.
- 3.6** Each Bidder must certify that no employee, officer, or agent of the Airport, the City of Manchester, or the state of New Hampshire, nor any member of their immediate family, has any interest in the award of the Agreement to such Bidder or the profits expected to arise therefrom, and that such Bidder's Bid is made in good faith without fraud, collusion, or connection with any other Bidder submitting a Bid.
- 3.7** The Contractor shall agree to provide to the City with proof of the Contractor's Federal Identification Number (IRS Code Section 6723). Acceptable forms of documentation are: (i) a copy of a federal tax depository ticket; (ii) copy of an IRS label showing name and Federal ID Number of the Contractor; (iii) an IRS letter assigning a taxpayer Identification Number; or (iv) other correspondence from the IRS with both individual/business name and Federal Identification or stationery/bills with Federal ID Number (and firm name and address) **PREPRINTED** thereon. Any impertinent information may be blackened out before sending to the City.
- 3.8** The Contractor shall submit a Material Safety Data Sheet ("MSDS") for each toxic or hazardous substance or mixture containing such substance pursuant to RSA 277-A when deliveries are made. The vendor agrees to deliver all containers properly labeled pursuant to New Hampshire RSA 277-A. Failure to submit an MSDS or failure to label each container will place the Contractor in noncompliance with the Agreement. Failure to submit MSDS or failure to label each container may result in civil or criminal penalties, including bid debarment and action to prevent the Contractor from furnishing substances or mixtures. Bidders are cautioned to obtain and read the law referenced above.

**FAILURE TO COMPLY WITH THESE REQUIREMENTS COULD RESULT IN
THE CANCELLATION OF AN ORDER OR AGREEMENT**

SECTION IV – TIMELINE

The following tentative schedule is provided as a general guideline for timing of this RFB. This schedule is subject to change. Notice of changes will be posted to www.flymanchester.com/doing-business-with-mht/procurement-opportunities

Solicitation Step	Date
Bids solicitation distributed on or by	June 3, 2022
Deadline for questions and clarifications	June 8, 2022
Bid submission deadline 2:00 P.M. EST	June 13, 2022
Notification of award	June 15, 2022

SECTION V – BID SPECIFICATIONS

Manchester•Boston Regional Airport intends to award a firm, fixed fee, P.O. for network equipment, implementation, and support/subscription service for a period of five years.

The purpose of this RFB is to contract with a suitably qualified service provider with the requisite capacity to execute this project within the desired quality, scope, timeframe, and cost. Contractor shall, deliver, install, and configure a Fortigate 1100e Series Firewall physical appliance and a FortiAnalyzer virtual appliance.

Contractor shall also provide implementation services focused on the planning, design, and implementation phases of a FortiGate Next Gen Firewall to replace the Airport's current Cisco firewall, including, but not limited to:

- Implementation of Fortinet products listed, integrating with existing network services, Cisco Core, Aruba WiFi, Okta MFA, IPS and DNS filtering.
- Convert the existing firewall infrastructure to the design and equipment scoped.
- Document key applications/requirements and a test plan to ensure full validation during the deployment
- Develop and document a network diagram that details equipment and deployment location
- Create deployment design documents
- Convert Firewall Policy - migrate legacy system configuration to the targeted FortiGate.
- Implement inter-VLAN routing rules.
- Configure and instruct the deployment of Forti-Client endpoint software.
- Validate Conversion
- Migrate to FortiGate Networks Platform
- An overview of Knowledge Transfer Activities with reference to implementation solution and basic administration.

This project has been classified by the City as “Confidential”. As such, all specifications and drawings must be kept private, and under no circumstances may they be shown or distributed to unauthorized persons.

EXHIBIT A
AGREEMENT

NOTE: Agreement to be negotiated at time of award.

EXHIBIT B
BID FORM

The undersigned hereby certifies that the item(s) to be furnished to the City of Manchester, acting by and through its Department of Aviation (the “City”), meets all the specifications and requirements of this Request for Bids.

The undersigned hereby certifies that no employee, officer, or agent of the Manchester-Boston Regional Airport, the City of Manchester New Hampshire, or the state of New Hampshire, nor any member of their immediate family, has any interest in the award of a contract related to this Request for Bids, or in the profits expected to arise therefrom; nor, is any such employee, officer, or agent employed by, or about to become an officer or employee of, any person, firm, partnership, or corporation which may benefit from the award of a contract related hereto.

The undersigned hereby certifies that this Bid is submitted in good faith without fraud, collusion, or connection with any other Bidder responding to this Request for Bids.

The undersigned agrees to provide Next Generation Firewall Equipment according to the specifications contained in the Request for Bids for the following amounts of:

Qty	Manufacturer’s Part Number	Description	Unit Cost	Extended Cost
2	FG-1101E-BDL-81 1-60	Fortinet – Fortigate 1101E H / W + 5yr 24X7 or equal	\$	\$
4	41363528 FC1-10- AZVMS-46 5-01-60	Fortinet – FortiAnalyzer Virtual Appliance Subscription w / FortiCare 24x7 5 GB / Day 5 Years or equal	\$	\$
10	FC1-10-EMSO4-42 9-01-60	Fortinet – 5Y FCT VPN / ZTNA & EPP / APT Fortinet or equal	\$	\$
4	FN-TRAN-SFP28- L R	25GE SFP28 Transceiver Module, Fortinet or equal	\$	\$
4	SFP-10/25G-LR-S- AO	Cisco – 10 / 25GBase-LR SFP28 1310nm 10km LC SM Transceiver (Cisco SFP-10 / 25GLR-S- AO) or equal	\$	\$
		Cost for Implementation	\$	
		Total Bid Cost		\$

Bidder: _____

By: _____

Date: _____

Name:
Its Duly Authorized: