

# Submission Instructions for Suppliers

Please follow these instructions to submit via our Public Portal.

## 1. Prepare your submission materials:

### Requested Information

Name	Type	# Files	Requirement
Required Response Form	File Type: PDF (.pdf)	Multiple	Required
Minimum Qualifications Documentation	File Type: PDF (.pdf)	Multiple	Required
Equipment/Software Services	File Type: PDF (.pdf)	Multiple	Required
Experience/References	File Type: PDF (.pdf)	Multiple	Required
Maintenance Requirements	File Type: PDF (.pdf)	Multiple	Required
Designated Personnel	File Type: PDF (.pdf)	Multiple	Required
Cost (e-rate eligible)	File Type: PDF (.pdf)	Multiple	Required

### Commodity Codes

Commodity Set	Commodity Code	Title	Description
---------------	----------------	-------	-------------

Commodity Set	Commodity Code	Title	Description
UNSPSC	4322	Data Voice or Multimedia Network Equipment or Platforms and Accessories	Equipment that enables voice communications and data transmissions and applications.
UNSPSC	432231	Digital mobile network infrastructure equipment and components	Equipment and related Software and related services to enable mobile communication (speech and data) on basis of GSM technology.
UNSPSC	432233	Datacom and network connectivity installation devices and equipment	
UNSPSC	432327	Network applications software	Software that enables or automates functions relevant to network applications
UNSPSC	432328	Network management software	A software developed to view relevant information collected from network devices and application sources through a central point of control. It is used for security purposes, control network communication and help human administrators configure and maintain a network.
UNSPSC	432329	Networking software	This class includes all the categories of

Commodity Set	Commodity Code	Title	Description
			software used for networking and management of the resources in a network.
UNSPSC	20142601	Wireless production control systems	
UNSPSC	43201409	Wireless network interface cards	Wireless network interface cards provide a dedicated connection to a wireless network. This includes the Bluetooth standard.
UNSPSC	43221730	Wired telecommunications transmitter	A type of device that delivers or receives the information to the desired area by using the wire communication line. Wireless transmitter or receiver that uses the wireless frequency is excluded.
UNSPSC	43222640	Wireless access point	A device enabling two-way service of wireless data by connecting wired and wireless networks, which helps a user use high-speed internet and intranet services.

**Requested Documents:**

Please note the type and number of files allowed. The maximum upload file size is 1000 MB.

Please do not embed any documents within your uploaded files, as they will not be accessible or evaluated.

## 2. Upload your submission at:

<https://stlucieschools.bonfirehub.com/opportunities/56375>

The Q&A period for this opportunity starts Dec 03, 2021 11:00 AM EST. The Q&A period for this opportunity ends Dec 17, 2021 2:00 PM EST. You will not be able to send messages after this time.

Your submission must be uploaded, submitted, and finalized prior to the Closing Time of **Jan 04, 2022 3:00 PM EST**. We strongly recommend that you give yourself sufficient time and **at least ONE (1) day** before Closing Time to begin the uploading process and to finalize your submission.

### Important Notes:

Each item of Requested Information will only be visible after the Closing Time.

Uploading large documents may take significant time, depending on the size of the file(s) and your Internet connection speed.

You will receive an email confirmation receipt with a unique confirmation number once you finalize your submission.

Minimum system requirements: Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox. Javascript must be enabled. Browser cookies must be enabled.

### Need Help?

St. Lucie School District uses a Bonfire portal for accepting and evaluating proposals digitally. Please contact Bonfire at [Support@GoBonfire.com](mailto:Support@GoBonfire.com) for technical questions related to your submission. You can also visit their help forum at <https://bonfirehub.zendesk.com/hc>