# Request for Proposal

## Category 1 Internet

Form 470 # 270004212
November 13, 2026

Newmarket School District
186A Main Street
Newmarket, NH  03857

SCOPE OF SERVICES

The Newmarket School District seeks bids for internet access. This service will be terminated at 213 South Main St., Newmarket, NH. Service should begin on July 1, 2027, the first day of E-Rate Funding Year 2027.

All bidders should provide incremental pricing in the range shown below:

| Location | Description | Bandwidth | Quantity |
|---|---|---|---|
| **Newmarket Jr/Sr High School** | Internet Access with /29 static IP block | 1G – 5G | 1 |

Please note:

- Bidders should include their E-Rate SPIN/498 ID # on all quotes.
- When possible, bids should contain a signature & date line to allow the Newmarket School District to accept said bid.
- Bids should include pricing for 1-year and 3-year contract terms.
- Pricing should be itemized and must clearly separate E-Rate eligible and ineligible costs.
- Bid proposals should include a statement regarding options that would allow the District to increase bandwidth during the contract term, coterminous with the contract expiration.
- In the event the District needs to increase bandwidth during the contract term, Bidders are asked to state whether they will hold quoted pricing for the bandwidth options not initially selected by the District for the full term of the contract. This would allow the District to upgrade to a higher bandwidth at the quoted price, with the upgraded service coterminous with the original contract.

## SCHOOL DISTRICT INFORMATION

The School Board reserves the right to reject any or all bids and to accept the bid which appears to be in the best interest of the District. The School Board reserves the right to waive any informalities in, or reject, any or all bids or any part of any bid. Any bid received after the date specified shall not be considered. The School Board also reserves the right to negotiate with a bidder when all bids exceed the budgeted appropriation.

Newmarket School District will follow the purchasing policies of the School Board and requirements and procedures of the FCC's E-Rate program as administered by the Universal Service Administrative Company to be eligible for all available funding. The implementation of any associated contracts resulting from this competitive bid process will be dependent on the district's issuance of a written Notice to Proceed. E-Rate funding notification alone will not signify Notice to Proceed. The district will have the right to allow the contract to expire without implementation if appropriate funding does not come available.

The District reserves the right to use either the Service Provider Invoice (SPI) method or the Billed Entity Applicant Reimbursement (BEAR) method. Bidders must indicate in their proposal whether they are willing to support SPI or BEAR invoicing methods, or both, in accordance with E-Rate rules.

## GENERAL CONDITIONS AND INSTRUCTIONS

**Insurance and Indemnification:** The successful Bidder shall provide proof of Workers' Compensation Insurance to the Newmarket School District. The successful Bidder shall provide proof of Property and Liability Insurance by submitting a certificate of insurance and policy endorsements to the Newmarket School District and naming the Newmarket School District as an additional insured in a form and amount satisfactory to the Newmarket School District. The successful Bidder will also be required to indemnify, hold harmless, and defend the Newmarket School District from any and all claims relating to the Work.

**Contract:** The selection of the successful Bidder is conditioned upon the successful Bidder signing a Contract acceptable to the District. If the successful Bidder does not sign an acceptable Contract, the District may withdraw its offer and select another Bidder.

**Bid Submittals:** All designs, concepts, information and cost analyses presented by the Bidder during the selection process shall become the property of the Newmarket School District and shall thereafter be used at the Newmarket School District's sole discretion.

**Personal Liability:** The Bidder agrees that in the preparation of this RFP or the execution of any resulting contract or order, representatives of the Newmarket School District shall incur no liability of any kind.

**Public Information:** The Bidder hereby acknowledges that all information relating to this RFP and any resulting order (including but not limited to fees, contracts, agreements, and prices) are subject to the laws of the State of New Hampshire regarding public information.

**E-Rate Registration:** All Bidders must be capable of providing E-Rate-eligible products and services under the Universal Service Support Mechanism, be a registered vendor with USAC, and have a USAC-issued 498 ID (formerly Service Provider Identification Number-SPIN).

## BID DUE DATE AND SUBMISSION REQUIREMENTS

Bids are due by **December 10, 2026,** or after Form 470 # 270004212 and any amendments have been posted for the required 28 days, whichever is later.

Bids will be accepted via email to rfp@newmarket.k12.nh.us. Please include the following email subject line: "E-Rate - Internet RFP, 2027/28".

Questions regarding this RFP should be submitted via email to rfp@newmarket.k12.nh.us. Answers to submitted questions, and any additional information or clarifications, may be uploaded as amendments to Form 470 # 270004212.

Any contracts will be awarded on or before the close of the 2027 471 Filing Window.