



ADDENDUM 1

Questions regarding IT21.08.04.4 Wireless Presentation System and Document Camera

Inventory/Asset Service

The school system will provide a shared Excel Spreadsheet with labeled columns for vendor to record/import the following inventory information on: Service Tag Number and/or Serial Number. You may be able to obtain this information in electronic form from your supplier/manufacturer. The School System will be notified that spreadsheet is complete prior to delivery of devices. Optionally the vendor may supply a spreadsheet of their own with the Service Tag Number and/or Serial Number. If there is a cost associated with providing this data, please record that on the Bid Response Form, page 24 of 32, under the Additional Costs section labeled specify item line item.

Option - Item 3 – Inventory/Asset Labeling Service for Wireless Presentation System

The school system will provide the selected vendor with an asset label for the wireless presentation system to be placed on the devices prior to arrival at the school system. School System will provide a shared Excel Spreadsheet with labeled columns for vendor to record the following inventory information on: Service Tag Number and/or Serial Number, Asset Tag Number, PO Number. School System will be notified that spreadsheet is complete prior to delivery of laptops. Pricing per laptop is requested. please record that on the Bid Response Form, page 24 of 32, under the Additional Costs section labeled specify item line item.

Option - Item 4 – Inventory/Asset Labeling Service for Document Camera

The school system will provide the selected vendor with an asset label for the document camera to be placed on the devices prior to arrival at the school system. School System will provide a shared Excel Spreadsheet with labeled columns for vendor to record the following inventory information on: Service Tag Number and/or Serial Number, Asset Tag Number, PO Number. School System will be notified that spreadsheet is complete prior to delivery of laptops. Pricing per laptop is requested. please record that on the Bid Response Form, page 24 of 32, under the Additional Costs section labeled specify item line item.