

Telemedicine Grant- Network Enhancement

REQUEST FOR PRICING

Dear Suppliers,

As part of Baptist Memorial Health's ongoing efforts to provide superior care to our community, we have embarked on a Request for Pricing (RFP) to enhance the Network Infrastructure for Telemedicine at Baptist Memorial Health- Memphis. The purpose of the RFP is to attain pricing for the enhancement of the network infrastructure to support this grant funded project. Baptist Memorial Health has provisional approval and grant funding from the State of Tennessee for this project.

You have been chosen to participate in this process in recognition of the important role you can have in our ability to provide a state-of-the-art Healthcare experience for our employees, physicians and patients.

The RFP document contains protocols on how to respond and specific dates that must be followed. Within the document you will also find attachments for your review and our "ground rules" for the RFP process. Attention to these details is critical.

We appreciate your desire to have a business partnership with Baptist Memorial Health and thank you in advance for your support of our process.

1 Introduction and Background

1.1 Confidentiality Notice

This document and the information embodied in it are the property of Baptist Memorial Health and maintained as confidential information by Baptist Memorial Health Memorial Health. A Supplier shall not provide any of this information to any other Supplier, or any other individual or organization without the express written consent of Baptist Memorial Health Memorial Health.

1.2 Equipment and Service Required

The following is the request for equipment, support, and services:

Network Wired and Wireless upgrades to support Telemedicine Program			
Location	Model	Comments	Quantity required
Network Switches	C9300-48UXM-A	Please Include all applicable parts and accessories	40
ISE- wirelessNetwork	Provide pricing for essentials, advantage and premier	3 and 5 year enterprise agreement	21000 essential 10000 advantage
DNA - Wireless DNA	Provide pricing for essentials advantage and premier	3 and 5 year enterprise agreement	2500
Installation Services	Hrs		400

2 Baptist Memorial Health Profile

2.1 Our Organization

All vendors are included in the process presently conduct business with Baptist Memorial Health. If you have any question please refer to WWW.BMHHCC.org

3 Request for Information Process

3.1 Timeline

Milestones	Target By
Send RFP Questionnaire to vendors	5/28/2024
Conformation to Participate	5/30/2024
Full RFP Questionnaire Responses due back from vendors	6/14/2024
<i>*** Target dates are subject to change ***</i>	

Failure to respond or provide conformation to participate or final proposal may disqualify your organization for future business.

3.2 RFP Submission

- **(Brandi Giroux)** is your point of contact during the RFP. Suppliers are required to submit a proposal via e-mail to:
 - **Contact Email: Brandi.Giroux@BMHCC.org**
 - **Secondary Contact:** Gary Weiner or Kevin Maynard (for technical questions)
- Baptist Memorial Health will send an email confirmation to indicate receipt of response.
- Formal price quotes on your organization quote.
- The Cisco sales representative is Tom Connor (901 569 8337). Tom has been provided with the requirements and can help guide your organization with configurations.

4 Selection Criteria

Baptist Memorial Health will evaluate the following factors:

- Written response to this RFP and ability to meet requirements.
- Remote presentations and discussion concerning solution.
- References demonstrating strategic partnership and successful engagement.
- Draft proposal matches the RFP responses.

5 Submittal Requirements

5.1 Response Information

A response to an RFP is not a bid and does not commit Baptist Memorial Health to accept any draft proposal, simply because a prospective Supplier may be the lowest in price or other factors and can allow for negotiating enhancements. This RFP is not an order and does not commit Baptist Memorial Health Memorial Health to pay for any costs incurred in the preparation or submission of any quotation or to procure the materials or supplies hereunder.

By submitting this RFP, Supplier represents that it is able to provide the requested services and that their responses will match the functionality of the solution, and that Supplier is able to contractually bind to the promises and commitments made in the RFP.

5.2 Supplier Responsibility

Suppliers are expected to examine all specifications and instructions. Failure to do so will be at the Supplier's risk. Suppliers are hereby notified that all statements made regarding service capabilities in response to this RFP, shall be considered as contractual commitments if the Supplier's service is ultimately selected.

All questions and correspondence must be submitted via email to the Contact listed herein. Copies of all questions received from Suppliers, as well as any responses, will be distributed to all participants.

5.4 Costs Incurred

All costs incurred by Suppliers in preparation and submittal of the submission draft proposal(s), presentation and all demo costs shall be absorbed by the Supplier. All materials, supporting documentation, manuals, etc. submitted with the proposal will become the property of Baptist Memorial Health Memorial Health.

5.5 Confidentiality

The Supplier understands that no guarantee is made or will be made by Baptist Memorial Health Memorial Health to preserve the confidentiality of the material submitted in response to the RFP. The Supplier understands that all responses submitted will be distributed or made available to appropriate Baptist Memorial Health Memorial Health personnel and contractors involved in this project.

5.6 Demonstrations and Client References

Baptist Memorial Health Memorial Health reserves the right to require Supplier to demonstrate any services described or offered in the Supplier's proposal. After the initial evaluation of Supplier information/draft proposals, Suppliers may anticipate that structured demonstrations will be requested. While effort will be made to notify Supplier in advance, Baptist Memorial Health Memorial Health reserves the right to contact any client of the Supplier without permission or assistance of the Supplier. Each Supplier will be expected to provide remote demonstrations and presentations to include a Supplier overview, Baptist Memorial Health Memorial Health-scripted product demonstrations of functional requirements, and a review of technical architecture and functional requirements.

5.7 Amendment

Baptist Memorial Health Memorial Health reserves the right to amend this RFP. If it becomes necessary to amend any part of the RFP, an addendum will be provided to Suppliers.

5.8 Withdrawal

Baptist Memorial Health Memorial Health reserves the right to withdraw this RFP, at its sole discretion, from any or all Suppliers at any time. Such withdrawal is effective upon issuance of written notice.

5.9 Next Steps

Baptist Memorial Health Memorial Health reserves the right to request a full contract proposal as a Primary Supplier for all locations or award to Multiple Suppliers by location. Many factors will be taken into consideration for any next steps, including agreement to Baptist Memorial Health Memorial Health's standard contract terms, BAA terms, and security requirements. If a supplier is not invited to next steps, Baptist Memorial Health Memorial Health will not discuss detail or give feedback to Suppliers, only that they were not advanced.

5.10

This RFP is governed by the requirements of the Tennessee State Telehealth Grant process and procedures.