

**NAVAJO NATION  
DEPARTMENT FOR CHILD CARE  
DEVELOPMENT (DCCD)**

**INVITATION TO BID  
DCCD SURVEILLANCE AND ACCESS  
CONTROL HARDWARE**

**DIVISION OF FINANCE –  
PURCHASING**

**BID NO. 25-07-3765DB**

INVITATION TO BID  
BID NO. 25-07-3765DB

PROJECT TITLE: DCCD Surveillance and Access Control Hardware

**PROPOSAL DUE DATE: July 28, 2025**

Primary Contact Person: Riley Wilson, Senior Accountant  
Phone: (928) 810-8591  
Email: [riley.wilson@ndcfs.org](mailto:riley.wilson@ndcfs.org)

Technical Contact Person: Chris Wright, Technical Project Manager  
Email: [chris.wright@nntanf.org](mailto:chris.wright@nntanf.org)

Bids using FedEx, UPS, postal mail, or personal delivery must be submitted to:

Navajo Department of Child Care and Development  
Attention: Riley Wilson, Senior Accountant  
47552-J State Highway 264  
P.O. Box 2425  
Window Rock AZ 86515

PROPOSAL: All interested parties are invited to review and respond to this Invitation to Bid (ITB) at their discretion. Respondents are instructed to contact Riley Wilson, Senior Accountant, via email at [riley.wilson@ndcfs.org](mailto:riley.wilson@ndcfs.org) for all questions about the contents of this ITB. For technical questions, please contact Chris Wright, Technical Project Manager, via email at [chris.wright@nntanf.org](mailto:chris.wright@nntanf.org).

## **GUIDELINES FOR THE INVITATION TO BID**

### **I. DESCRIPTION OF THE ORGANIZATION**

The Navajo Nation Department for Child Care and Development (DCCD) administers the Child Care and Development Fund (CCDF) grant to provide affordable, high-quality childcare services for low-income Navajo families. The program supports parents who are working, attending school, or participating in job training by offering subsidies for various types of care, including tribally operated centers, licensed providers, and relative care. DCCD promotes school readiness and healthy development for children from infancy through age 13, while ensuring provider compliance with health and safety standards. The program also emphasizes parental choice, community outreach, and culturally responsive care, all while preserving tribal sovereignty and flexibility in service design.

### **II. SCOPE OF CONTRACT**

#### **A. Procurement of Technology Products and Support Services**

This ITB outlines the requirements for procuring various technological products and associated support services. The scope of this contract includes the supply and delivery of specified equipment and solutions from qualified vendors who maintain authorized partnerships with the relevant original equipment manufacturers (OEMs).

#### **B. Objective**

To select one or more vendors to supply and deliver hardware, technology equipment, and associated goods to support operational and security needs. Vendors will also be responsible for including OEM support for the delivered products for at least three (3) years.

#### **C. Scope of Products**

Vendors shall provide pricing, delivery timelines, and support details for the following categories:

- Physical Security Equipment: Surveillance cameras, recording devices, access control systems, including biometric or keycard readers.

#### **D. Delivery Requirements**

All products must be delivered within a reasonable and specified lead time after purchase orders are issued. Vendors shall indicate typical delivery timelines for all items quoted in their responses.

#### **E. Manufacturer Partnerships**

Respondents must demonstrate and provide evidence of current and active partnerships or authorized reseller status with the proposed hardware and technology solutions manufacturers.

#### **F. Support Services**

Vendors must include at least a three-year (3) support term for all hardware and software solutions quoted in their proposals. This includes:

- Technical support
- Warranty facilitation
- Hardware replacement (as applicable)
- Software update/patch guidance (as applicable)

No implementation, installation, integration, or configuration services are required or to be included in this ITB.

#### **G. Exclusions**

This contract scope excludes any labor or services related to hardware or software systems' physical setup, implementation, installation, or configuration.

### **III. RESPONDENT REQUIREMENTS**

All respondents must have the capabilities listed herein and must provide sufficient detailed information about the respondent's experience and expertise in meeting the following requirements:

- A. The respondent must be a GSA-qualified vendor able to offer GSA schedule pricing. (GSA pricing not required if pricing beats GSA schedule pricing, or the products are not on the GSA schedule)
- B. The respondent must be an authorized reseller of all products listed in the SOW and be able to provide hardware and services from sources other than the grey or secondhand markets. All hardware must be considered NEW and not USED.
- C. The respondent must be able to provide the equipment listed in the SOW or source an appropriate replacement that meets or exceeds the specifications of the original product requested, with a justification for the adjustment.
- D. Where specific hardware manufacturers or models are specified, the respondent must provide the make/model to meet standardization requirements.

#### **IV. SCOPE OF WORK**

DCCD is seeking the following hardware, software, and services:

1. Quantity 40 – Ubiquiti – G3 Starter Kit Pro (UA-G3-SK-Pro):
  - UI Care – 5 Year
2. Quantity 8 – Ubiquiti - Network Video Recorder Pro (UNVR-Pro):
  - UI Care – 5 Years
3. Quantity 12 – Ubiquiti – Enterprise Network Video Recorder (ENVR):
  - UI Care – 5 Years
4. Quantity 12 – Ubiquiti – NVR Bezel (UACC-ENVR-Bezel):
5. Quantity 248 – Ubiquiti – Enterprise 3.5” 24 TB SATA HDD – NAS Storage for cameras (UACC-HDDE-24TB):
6. Quantity 230 – Ubiquiti – AI 360 Cameras (UVC-AI-360):
  - UI Care – 5 Years
7. Quantity 139 – Ubiquiti – AI Pro Cameras (UVC-AI-Pro):
  - UI Care – 5 Years
8. Quantity 168 – Ubiquiti – PTZ Cameras (UVC-G6-PTZ-W):
  - UI Care – 5 Years
9. Quantity 20 – Ubiquiti – Two-Way Intercom Viewer (UA-Intercom-Viewer):
  - UI Care – 5 Years
10. Quantity 20 – Ubiquiti – Intercom Viewer Stand (UACC-Intercom-Viewer-TS)
11. Quantity 60 – Ubiquiti – Pocket Keyfobs 10 per set (UA-Pocket)
12. Quantity 40 – Ubiquiti – Magnetic Door Lock for Access Control (UA-Lock-Magnetic-270kg)
13. Quantity 40 – Ubiquiti – Bulk Cable (UACC-Cable-DoorLockRelay-2P)
14. Quantity 40 – Ubiquiti – AI Horn Speaker (UP-AI-Horn-Speaker-W)
15. Quantity 20 – Ubiquiti – All-In-One Sensor (UP-Sense-3)
16. Quantity 20 – Ubiquiti – SuperLink (UP-SuperLink)

## V. REQUIREMENTS

The respondent will furnish a comprehensive proposal that meets the requirements in the Scope of Work, Scope of Contract, and Respondent Requirements sections of this ITB.

## VI. EVALUATION PROCEDURES

### A. Evaluation Criteria

Proposals will be evaluated by DCCD using the following criteria (maximum points listed):

- i. Proposal Content and Organization .....15 points
- ii. Methodology and timelines to complete the Scope of Work..... 50 points
- iii. Qualifications, Credentials, and Work experience in  
working with Tribal Programs.....15 points
- iv. Cost breakdown (in a separate sealed envelope) .....20 points
- Possible Total Points..... 100 points**

### B. Selection Criteria

DCCD will use the criteria outlined in VI. (A) to evaluate and compare proposals submitted. The order in which they appear is not intended to indicate their relative importance.

DCCD shall not be obligated to accept the lowest-priced proposal, but shall make an award to the most responsible and responsive proposer whose proposal is most advantageous to and best serves the needs of DCCD and the Navajo Nation, taking into consideration the price and evaluation factors set forth.

### C. Applicable Federal Requirements

In the acceptance of Federal Funds, the DCCD is required to comply with all Federal and Tribal Laws and Regulations, including 45 Code of Federal Regulations Part 92, Uniform Administrative Requirements for Grants and Cooperative Agreements to States, and Local and Tribal Governments; Section 92.36 (e), (1) requiring the grantee to take all necessary affirmative steps to assure minority firms, women businesses and labor surplus area firms are used when possible, including complying with the Navajo Nation's Business Opportunity Act, 5 N.N.C., Subsection 201-215 and the Navajo Nation's Procurement Rules and Regulations.

## **VII. TYPE OF CONTRACT**

When the contract is awarded to the successful respondent, the Navajo Nation will utilize the standard Contract to procure goods for this project.

## **VIII. PERIOD OF PERFORMANCE**

The performance period will be determined and negotiated based on the timelines proposed by the respondent for completing the project.

## **IX. PAYMENT AND SUBMISSION OF INVOICES**

- A. Payment for work performed under this contract will not exceed the contract amount.
- B. A request to modify, amend, or increase the contract amount must be submitted in advance in writing, agreed upon, and signed by both parties.
- C. Payments will be made to the contractor upon receipt of an original invoice(s) with original signature(s) and date(s) and detailed supporting documentation of the amount to be paid.
- D. All correspondences and/or invoices for this project must refer to the contract number assigned.

## **X. RIGHTS**

- A. The DCCD reserves the right to reject any proposals, in whole or in part.
- B. DCCD reserves the right to request clarification of information submitted and additional information from any proposer.
- C. DCCD reserves the right to award all or a portion of the required services to more than one proposer at DCCD's sole discretion.
- D. This ITB is not an agreement/contract or an obligation of funds, and the DCCD is not obligated or responsible for the cost of preparing the proposal.
- E. The respondent must provide a current Certificate of Liability Insurance.
- F. Proposals must be received on or before 4:00 PM (MST) on July 28, 2025. Proposals received after 4:00 PM or later will not be accepted.**
- G. Faxed proposals will not be accepted.

## **XI. AGREEMENT TERMS AND CONDITIONS**

The services requested will be provided under the Terms and Conditions outlined in the Navajo Nation's Standard Agreement. A copy of the Standard Agreement can be made available upon request. The Agreement contains the Standard Provisions and Special Provisions applicable to the services anticipated in this ITB. If the organization cannot agree to the terms and conditions outlined in the Agreement, the respondent must indicate the specific section(s) of the Agreement that are unacceptable and submit alternative language explaining their change to that section. The Navajo Nation will consider the alternate language proposed by the respondent, and the Navajo Nation will not be bound by the alternate language change received from the respondent. If the organization stipulates that the Navajo Nation be bound to the language change in the Agreement, the Agreement may not be considered or rejected.

The DCCD will reasonably try to execute an agreement by selecting the proposal that best meets its needs and requirements. The Agreement shall be signed by the contractor and returned to the DCCD within five (5) working days of receipt. The Agreement will not become effective until it is signed by a person holding the required authority for both parties.

Failure to execute the Agreement within the period identified above will be sufficient cause for voiding the award of the Agreement. If the successful bidder refuses or fails to accept the Agreement, the DCCD may award the contract to the following qualifying organization that responded to the bid.

### Acknowledgment:

I have read and reviewed information pertaining to the "Invitation to Bid – DCCD Surveillance and Access Control Hardware" for a contract and approve it to be advertised as is.



Deannah Neswood-Gishey, Department Manager III

07/09/2025

Date