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## Request for Proposal (RFP) for Medical Training/Testing Equipment Hardin-Simmons University Nursing School

**Date of Issuance:** 12-06-2024

**Proposal Due Date:** 2-14-2025

**Contact Information:** Andrew Briscoe / [andrew.briscoe@hsutx.edu](mailto:andrew.briscoe@hsutx.edu) / 817-343-4550

### 1. Introduction

Hardin-Simmons University (HSU) invites qualified vendors to submit proposals for the supply of medical equipment and training/testing equipment for its nursing school. This RFP aims to solicit bids for state-of-the-art equipment that will enhance the quality of education and hands-on training for our nursing students. We are seeking reliable and high-quality equipment that supports our commitment to providing exceptional nursing education.

### 2. Background

Hardin-Simmons University, located in Abilene, Texas, is a private institution dedicated to academic excellence and community service. Our nursing school is committed to educating and preparing students to become skilled and compassionate healthcare professionals. To maintain and elevate the standards of our program, we are investing in advanced equipment to support our curriculum and clinical training needs.

### 3. Scope of Work

The scope of this RFP includes, but is not limited to, the provision of the following types of equipment:

- **Training/Testing Equipment:** Adult, Child, and geriatric simulation mannequins, video, audio, medical monitoring and cataloguing equipment, computerized testing and recording systems.

A detailed description or a list of the specific products required is included as a link on the advertisement website. Vendors are encouraged to provide quotes for any product types that they represent or have the capacity to supply.

### 4. Proposal Requirements

Vendors should provide a comprehensive proposal that includes:

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1. **Company Overview:** A brief description of the vendor's background, experience, and expertise in supplying medical and educational equipment.

2. **Equipment Specifications:** Detailed information on the equipment offered, including make, model, specifications, functionality, and compliance with industry standards.
3. **Pricing:** A detailed cost proposal, including unit prices, bulk discounts, installation fees, maintenance costs, warranties, and any other related expenses.
4. **Support and Maintenance:** Outline of service agreements, warranty terms, maintenance options, and customer support capabilities.
5. **References:** Contact details for at least three (3) current clients or institutions that have procured similar equipment.
6. **Delivery and Installation Timeline:** Estimated timeframes for delivery, installation, and training (if applicable).

## 5. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- Equipment quality, reliability, and compliance with specifications.
- Vendor experience and reputation.
- Total cost, including all fees and expenses.
- Support, maintenance, and warranty options.
- Delivery and installation timeline.
- References and client feedback.

## 6. Submission Instructions

All proposals must be submitted electronically by February 14, 2025 to [andrew.briscoe@hsutx.edu](mailto:andrew.briscoe@hsutx.edu). Late submissions will not be considered. Please include "RFP for Medical Equipment - Nursing School" in the subject line of your email. Any questions regarding the RFP should be directed to Andrew Briscoe by January February 7, 2025.

## 7. Terms and Conditions

Hardin-Simmons University reserves the right to accept or reject any or all proposals, to waive any formalities or irregularities, and to award the contract in the best interest of the University.

This project will be partially funded with Federal funds from the United States Department of Commerce, Economic Development Administration and therefore is subject to the Federal laws and regulations associated with that program.

## 8. Confidentiality

All information provided in response to this RFP will be held confidential and used solely for the purpose of evaluating proposals.