



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130


Request for Quotation

RFQ NUMBER
LBS70423

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
ROBERTA WAGNER
304-558-0067

VENDOR


Digene Corporation
1201 Clopper Road
Gaithersburg, MD 20878

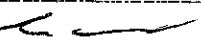
SHIP TO

HEALTH AND HUMAN RESOURCES
BPH - LABORATORY SERVICES
167-ELEVENTH AVENUE
SOUTH CHARLESTON, WV
25303 304-558-3530

DATE PRINTED 05/24/2006	TERMS OF SALE Net 30	SHIP VIA	F.O.B. Origin	FREIGHT TERMS Prepay & Add
BID OPENING DATE: 06/29/2006		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				REQUEST FOR QUOTATION OPEN-END BLANKET ORDER THE WEST VIRGINIA DIVISION OF PURCHASING IS SOLICITING BIDS FOR DHHR, THE OFFICE OF LABORATORY SERVICES (OLS), TO PROVIDE TEST KITS FOR SCREENING AND CONFIRMATORY TESTING OF HUMAN SWAB SPECIMENS FOR CHLAMYDIA TRACHOMATIS AND NEISSERIA GONORRHOEAE. SELECTED VENDOR MUST PROVIDE A SEMI-AUTOMATED PROCESSING SYSTEM AT NO ADDITIONAL CHARGE FOR USE WITH THE REQUESTED TESTS. THIS SYSTEM INCLUDES A COMPUTER, MONITOR, PRINTER, ETC. WHICH WILL BE RETAINED AND MAINTAINED BY THE VENDOR BUT MUST HAVE THE CAPABILITY OF INTERFACING WITH THE LIMS (LABORATORY INFORMATION MANAGEMENT SYSTEM). PLEASE NOTE THE FOLLOWING ATTACHMENTS: 1. LBS70423 SPECIFICATIONS 2. AFFIDAVIT		
0001	40	EA		193-12		
				COMBINATION DIRECT PROBE ASSAY KIT hc 2 CT/GC DNA Test (6130-1220) GENPROBE PRODUCT #3905B OR EQUAL	\$1,305.30	

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE  TELEPHONE **(301) 944-7000** DATE **6/27/06**

TITLE **SR. DIRECTOR OF SALES** FEIN **521536128** ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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BID OPENING DATE: **06/29/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0002	60 N/A	EA		193-12 CHLAMYDIA TRACHOMATIS PROBE COMPETITION ASSAY KIT GENPROBE PRODUCT #3548 OR EQUAL		
0003	20 N/A	EA		193-12 NEISSERIA GONORRHOEAE PROBE COMPETITION ASSAY KIT GENPROBE PRODUCT #3549 OR EQUAL		
0004	800	EA		193-12 FEMALE COLLECTION KIT GENPROBE PRODUCT #3300 Female Swab Collection Kit (5125-1220) OR EQUAL	\$110.00	
0005	100 N/A	EA		193-12 MALE COLLECTION KIT GENPROBE PRODUCT #3275 OR EQUAL		

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LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0006	42	EA		193-12 CHLAMYDIA TRACHOMATIS KIT GENPROBE PRODUCT #1792 <i>hc2 CT-ID DNA TEST (S135-1220)</i> OR EQUAL	\$ 1181.80	
0007	38	EA		193-12 NEISSERIA GONORRHOEAE KIT GENPROBE PRODUCT #1793 <i>hc2 GC-ID DNA TEST (S140-1220)</i> OR EQUAL	\$ 1181.80	
0008	42	EA		193-12 DETECTION REAGENT KIT GENPROBE PRODUCT #1791 <i>N/A</i> OR EQUAL		

INQUIRIES:
 WRITTEN QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS ON THURSDAY, JUNE 8, 2006. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR EMAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, E-MAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES TO:
ROBERTA WAGNER

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LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25311 FAX: 304-558-4115 EMAIL: RWAGNER@WVADMIN.GOV						
EXHIBIT 3						
LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON SEPTEMBER 1, 2006 AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.						
UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.						
RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.						

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<p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 04/11/2001 THE MODEL/BRAND/SPECIFICATIONS NAMED HEREIN ESTABLISH</p>						

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<p>THE ACCEPTABLE LEVEL OF QUALITY ONLY AND ARE NOT INTENDED TO REFLECT A PREFERENCE OR FAVOR ANY PARTICULAR BRAND OR VENDOR. VENDORS WHO ARE BIDDING ALTERNATES SHOULD SO STATE AND INCLUDE PERTINENT LITERATURE AND SPECIFICATIONS. FAILURE TO PROVIDE INFORMATION FOR ANY ALTERNATES MAY BE GROUNDS FOR REJECTION OF THE BID. THE STATE RESERVES THE RIGHT TO WAIVE MINOR IRREGULARITIES IN BIDS OR SPECIFICATIONS IN ACCORDANCE WITH SECTION 148-1-4(F) OF THE WEST VIRGINIA LEGISLATIVE RULES AND REGULATIONS.</p> <p>VENDOR PREFERENCE CERTIFICATE</p> <p>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</p> <p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>() BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p>						

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<p>() BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>() BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE</p>						

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<p>ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: <u>N/A</u></p> <p>DATE: _____</p> <p>SIGNED: _____</p> <p>TITLE: _____</p>						

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<p>* CHECK ANY COMBINATION OF PREFERENCE IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p>CONSIDERATION(S)</p> <p>NOTICE</p> <p>AN ORIGINAL, SIGNED BID MUST BE SUBMITTED ALONG WITH A CONVENIENCE COPY TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>BID MUST CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: ----- ROBERTA WAGNER/FILE 22-----</p> <p>RFQ. NO.:----- LBS70423-----</p> <p>BID OPENING DATE:----- 06/29/2006-----</p> <p>BID OPENING TIME:----- 1:30 PM-----</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p>						

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CONTACT PERSON (PLEASE PRINT CLEARLY): EILEEN DANIELS, CONTRACT ADMIN ph. (301) 944-7606 fax (301) 944-7199						
***** THIS IS THE END OF RFQ LBS70423 ***** TOTAL: _____						

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AFFIDAVIT

West Virginia Code §5A-3-10a states:

No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions

"Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

EXCEPTION:

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

LICENSING:

The vendor must be licensed in accordance with any and all state requirements to do business with the state of West Virginia.

CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: DIGENE CORPORATION

Authorized Signature:  Date: 6/27/06

LBS70423
Chlamydia / Gonorrhea Test Kits & System

Test Kit Specifications, Requirements:

1. The test kits must be FDA approved for in vitro detection of human Chlamydia trachomatis and/or Neisseria gonorrhoeae infections from the same urogenital or endocervical swab.
2. Must be approved for testing specimens collected from both male urogenital and female endocervical swabs.
3. In low disease prevalence populations, the sensitivity must be no less than 85%, specificity no less than 99%.
4. Must use DNA probe technology that utilizes nucleic acid hybridization to detect the presence of Chlamydia trachomatis and Neisseria gonorrhoeae on the same swab and for female or male patients.
5. Must use the same technology with the competition assay protocol, to verify a positive chlamydia or gonorrhea results, and be FDA approved.
6. Collection kit must be FDA approved and maintain specimen integrity at 2 - 25 degrees Celsius for a minimum of seven(7) days.
7. Test kits must have a minimum shelf life of 60 days.

GENPROBE Product Number or Equivalent	Description	Estimated Usage Per Year	Cost Per Item
2995B 5130-1220	Combination Direct Probe Assay Kit	40 Kits	\$1806.30
3548 N/A	Chlamydia Trachomatis Probe Competition Assay Kit	60 Kits	N/A
3549 N/A	Neisseria Gonorrhoeae Probe Competition Assay Kit	20 Kits	N/A
3300 5123-1220	Female collection Kit	800 Kits	\$110.00
3275 N/A	Male collection Kit	100 Kits	N/A
1792 5135-1220	Chlamydia Trachomatis Kit	42 Kits	\$181.80
1793 5140-1220	Neisseria Gonorrhoeae Kit	38 Kits	\$181.80
1791 included in kits	Detection Reagent Kit	42 Kits	N/A

GRAND TOTAL \$ 234,756.00

Note: @Digne does not have a claim for male specimens.
 @Digne uses DNA signal amplification & RNA probe technology.

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Chlamydia / Gonorrhea Test Kits & System

System must include the following minimum components and specifications at no cost to the Office of Laboratory Services:

1. The selected vendor must provide an automated processing system at no additional charge for use with the requested reagents. System will include computer, monitor, printer, etc, which will be retained and maintained by the vendor. Minimum specifications:
 - Windows XP Professional
 - 10/100 Ethernet
 - PCAnywhere or compatible remote host for remote support (if desired). VPN or Dial-up access will be provided for remote support as appropriate.
2. Computer and software must supervise all applications, plus store data and perform data reduction
3. Must be able to interface the computer with luminometer reader 450i or equivalent (chemiluminescence detection system capable of processing up to 250 samples per run)
4. Must have the capability of interfacing with the LIMS (Laboratory Management Information System). Vendor must be willing to assist in transition process to the LIMS System.
 - OLS MIS support will install anti-virus client upon connection to the network.
 - Vendor confidentiality statements and network access documents must be submitted prior to network connection.
 - Limited local administrator rights will be provided to vendor. MIS local support will maintain full administrative access.
5. Must have FDA approved fully automated liquid handling system (Gen-Probe Multiprobe 204 or equivalent) for sample and reagent processing.
6. Telephone technical support must be available when problems arise from 9AM EST to 5PM EST. Monday through Friday, except holidays.
7. If a problem cannot be resolved by telephone technical support, on-site technical support must be available.
8. Service for equipment must be provided at no additional expense and must have a response time of 24 hours.
9. Vendor must be willing to assist in training of clients in the use of their system for collection of specimens and assist OLS in installing equipment and conducting required comparison testing.
10. Vendor will retain Title of all instrumentation.

Note: *⑤ Digene does not currently offer an automated liquid handling system.*

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Chlamydia / Gonorrhea Test Kits & System

Installation and Training Requirements:

1. Vendor shall install the equipment. — *Digene equipment is installed by Customer after training.*
2. Installation must be completed by 9/1/06.
3. Vendor must provide a company representative for training, technical service, repairs, maintenance, etc. Training must be provided within 15 days of effective date of contract.

Freight and Shipping Requirements:

1. Freight costs for both equipment and reagents shall be F.O.B. ~~Destination~~, *Origin*.
2. Reagent kits must be shipped no more than 3 days after receiving the order, ~~at vendor's expense~~. *Shipping handling* ~~is~~ *is* ~~not~~ *is* ~~paid~~ *paid* ~~to~~ *added* ~~the~~ *to the* ~~invoice~~ *invoice*.

Life of contract:

This contract becomes effective September 1, 2006 and extends for a period of one (1) year, or until such "reasonable time" thereafter as is necessary to obtain a new contract. At the end of one (1) year, an option is reserved to renew the agreement in accordance with the terms and conditions of the original contract and shall be limited to two (2) on (1) year periods.

Ordering Procedure:

Spending unit shall issue a written state contract order (Form Number WV-39) to the vendor for commodities covered by this contract, except when purchases are of a dollar amount which can be made with the WV State Credit Card (P-Card).