



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 5

[List View](#)
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Procurement Folder: 1453543

SO Doc Code: CRFQ

Procurement Type: Statewide MA (Open End)

SO Dept: 0212

Vendor ID: VS0000041736

SO Doc ID: SWC2400000006

Legal Name: INFICARE HEALTH INC

Published Date: 7/11/24

Alias/DBA:

Close Date: 7/16/24

Total Bid: \$0.00

Close Time: 13:30

Response Date: 07/16/2024

Status: Closed

Response Time: 10:07

Solicitation Description: STATEWIDE CONTRACT -TEMPORARY STAFFING SERVICES

Responded By User ID: Inficare

Total of Header Attachments: 5

First Name: Sumer

Total of All Attachments: 5

Last Name: Mathur

Email: govt@inficare.com

Phone: 7039451800



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

State of West Virginia
Solicitation Response

Proc Folder: 1453543
Solicitation Description: STATEWIDE CONTRACT -TEMPORARY STAFFING SERVICES
Proc Type: Statewide MA (Open End)

Solicitation Closes	Solicitation Response	Version
2024-07-16 13:30	SR 0212 ESR07162400000000397	1

VENDOR
VS0000041736
INFICARE HEALTH INC

Solicitation Number: CRFQ 0212 SWC2400000006
Total Bid: 0
Response Date: 2024-07-16
Response Time: 10:07:38

Comments: InfiCare (www.infiCareTech.com), incorporated in 2001, is headquartered in the Washington D.C. metro region. InfiCareTech has helped connect our clients with high-quality temporary and full-time professionals across the United States. Our experience spans working with small businesses, Fortune 500 companies, and numerous government agencies and educational systems. Our experience and efforts have earned us an ISO 9001:2015 certification and a 90th percentile ranking from EcoVadis for our Corporate and Social Responsibility (CSR) practices. InfiCareTech is a GSA Schedule 70 Contract holder, a National Minority Supplier (as approved by the NMSDC), and a Minority Business Enterprise (MBE). We have managed temporary and direct hire staffing assignments of all sizes via an established and documented process compliant with our ISO 9001 processes. We have been providing successful end-to-end temp., contractual, and direct hire temporary staffing support services on various technical skills to our public sector clients under various categories such as Administration & Operations, Finance, Accounting & Payroll, Management, Planning & Human Resources, Logistics and Supply Chain, IT, Legal and Regulatory Compliance Services, Communications & Public Relations, HealthCare Services, Transportation/Transit, Procurement Services and Warehouse Management. We have placed over several hundred skilled candidates in the last one (1) year with various Government and Commercial clients.

FOR INFORMATION CONTACT THE BUYER
Mark A Atkins
(304) 558-2307

mark.a.atkins@wv.gov

Vendor
Signature X

FEIN#

DATE

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	TEMPORARY EMPLOYEE STAFFING SERVICES	0.00000	HOURL	0.000000	0.00

Comm Code	Manufacturer	Specification	Model #
80111600			

Commodity Line Comments: InfiCare has uploaded the duly filled Exhibit A_Pricing Page on the portal.

Extended Description:

TEMPORARY EMPLOYEE STAFFING SERVICES:

Note: Vendor must use Exhibit_A Pricing Page(s) for bid pricing and submit with bid.

If vendor is submitting a bid online, Vendor should enter \$0.00 in the Oasis commodity line and attach the pricing page to their bid.

STATEWIDE COVERAGE:

Each Job Classification submitted will
be required for vendor to provide in all 55
counties throughout the State of West Virginia.

REQUEST FOR QUOTATION

CRFQ SWC2400000006

(CMA TEMP24)

Temporary Staffing Services

EXHIBIT_A

Classification	Worker Pay Rate	Withholding Rate	Overhead Rate	Total Rate*
Accounting Technician 2	\$ 26.00	\$ 4.42	\$ 2.60	\$ 33.02
Administrative Services Assistant 1	\$ 19.00	\$ 3.23	\$ 1.90	\$ 24.13
Administrative Services Assistant 2	\$ 24.00	\$ 4.08	\$ 2.40	\$ 30.48
Cook	\$ 19.00	\$ 3.23	\$ 1.90	\$ 24.13
Custodian	\$ 19.00	\$ 3.23	\$ 1.90	\$ 24.13
Data Entry Operator2	\$ 19.00	\$ 3.23	\$ 1.90	\$ 24.13
Executive Secretary	\$ 25.00	\$ 4.25	\$ 2.50	\$ 31.75
Groundskeeper	\$ 16.00	\$ 2.72	\$ 1.60	\$ 20.32
Health Service Worker	\$ 24.00	\$ 4.08	\$ 2.40	\$ 30.48
Laboratroy Assistant 3	\$ 27.00	\$ 4.59	\$ 2.70	\$ 34.29
Laborer	\$ 15.00	\$ 2.55	\$ 1.50	\$ 19.05
Mail Runner	\$ 18.00	\$ 3.06	\$ 1.80	\$ 22.86
Office Assistant 2	\$ 20.00	\$ 3.40	\$ 2.00	\$ 25.40
Office Assistant 3	\$ 24.00	\$ 4.08	\$ 2.40	\$ 30.48
Paralegal	\$ 29.00	\$ 4.93	\$ 2.90	\$ 36.83
Parking Attendant	\$ 16.00	\$ 2.72	\$ 1.60	\$ 20.32
Word Processor	\$ 22.00	\$ 3.74	\$ 2.20	\$ 27.94

* Vendor should enter their Worker Rate + Withholding Rate + Overhead Rate and the Total Rate box will automatically calculate.

Vendor Name: _____ InfiCare Health Inc. dba InfiCareTech.

Contact Person: _____ Charit Mathur

Phone #: _____ 703-945-1800

Fax #: _____ 703-260-6465

Email: _____ charit@inficaretech.com

Signature: _____ Charit Mathur

Date: July 16, 2024

STATEWIDE

Please type or write Legibly

SOLICITATION NUMBER: CRFQ 0212 SWC2400000006

Addendum Number: 1

The purpose of this addendum is to modify the solicitation identified as CRFQ 0212 SWC2400000006 ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- ☐ Modify bid opening date and time
- ☐ Modify specifications of product or service being sought
- ☒ Attachment of vendor questions and responses
- ☐ Attachment of pre-bid sign-in sheet
- ☐ Correction of error
- ☐ Other

Description of Modification to Solicitation:

1. To publish the Purchasing Division's response to the questions submitted by Vendors during the Technical Questioning period.

No other changes made.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ 0212 SWC2400000006

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

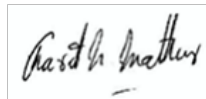
(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Inficare Health Inc. dba InficareTech.

Company



Authorized Signature

July 16, 2024

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

SOLICITATION NUMBER: CRFQ 0212 SWC2400000006

Addendum Number: 2

The purpose of this addendum is to modify the solicitation identified as CRFQ 0212 SWC2400000006 ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- ☐ Modify bid opening date and time
- ☐ Modify specifications of product or service being sought
- ☐ Attachment of vendor questions and responses
- ☐ Attachment of pre-bid sign-in sheet
- ☐ Correction of error
- ☒ Other: To publish additional information previously provided in Addendum_1.

Description of Modification to Solicitation:

1. To publish additional information to the Purchasing Division's responses provided in Addendum_1.

No Other Changes.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ 0212 SWC2400000006

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

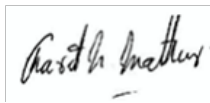
(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input checked="" type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

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Inficare Health Inc. dba InficareTech.

Company



Authorized Signature

July 16, 2024

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Charit Mathur, Vice President

(Address) 22375 Broderick Drive, #225, Dulles, VA 20166 - 9347

(Phone Number) / (Fax Number) (703) 945-1800 / (703) 260-6465

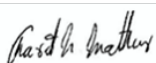
(email address) charit@inficaretech.com

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

InfiCare Health Inc. dba InfiCareTech

(Company)



(Signature of Authorized Representative)

Charit Mathur, Vice President

(Printed Name and Title of Authorized Representative) (Date)

(703) 945-1800 / (703) 260-6465

(Phone Number) (Fax Number)

charit@inficaretech.com

(Email Address)

**Statewide Contract
CRFQ 0212 SWC2400000006
TEMPORARY STAFFING SERVICES
(TEMP24)**

10. VENDOR DEFAULT:

10.1. The following shall be considered a vendor default under this Contract.

10.1.1. Failure to perform Contract Services in accordance with the requirements contained herein.

10.1.2. Failure to comply with other specifications and requirements contained herein.

10.1.3. Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

10.1.4. Failure to remedy deficient performance upon request.

10.2. The following remedies shall be available to Agency upon default.

10.2.1. Immediate cancellation of the Contract.

10.2.2. Immediate cancellation of one or more release orders issued under this Contract.

10.2.3. Any other remedies available in law or equity.

11. MISCELLANEOUS:

11.1. Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Charit Mathur, Vice President

Telephone Number: (703) 945-1800

Fax Number: (703) 260-6465

Email Address: charit@inficaretech.com