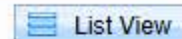




The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency 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 2



General Information

Contact

Default Values

Discount

Document Information

Clarification Request

Procurement Folder: 2020855

Procurement Type: Statewide MA (Open End)

Vendor ID: VS0000049973 

Legal Name: Universal Consulting Partners Inc.

Alias/DBA:

Total Bid: \$2,395,744.00

Response Date: 09/23/2026 

Response Time: 12:01

Responded By User ID: uconsultp 

First Name: Saqib

Last Name: Siddiqi

Email: saqib.siddiqi@uconsultp.co

Phone: 5712281322

SO Doc Code: CRFQ

SO Dept: 0231

SO Doc ID: OOT2700000006

Published Date: 9/16/26

Close Date: 9/23/26

Close Time: 13:30

Status: Closed

Solicitation Description: Addendum No 2 -Temporary Technical Staffing Services //

Total of Header Attachments: 2

Total of All Attachments: 2



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: 2020855
Solicitation Description: Addendum No 2 -Temporary Technical Staffing Services
Proc Type: Statewide MA (Open End)

Solicitation Closes	Solicitation Response	Version
2026-09-23 13:30	SR 0231 ESR09232600000003118	1

VENDOR
VS0000049973
Universal Consulting Partners Inc.

Solicitation Number: CRFQ 0231 OOT2700000006
Total Bid: 2395744
Response Date: 2026-09-23
Response Time: 12:01:42
Comments:

FOR INFORMATION CONTACT THE BUYER
Toby L Welch
(304) 558-8802
toby.l.welch@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	Senior Web Application Analyst	2080.0000	HOUR	80.600000	167648.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Senior Web Application Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	CRM Application Analyst	2080.0000	HOUR	75.400000	156832.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

CRM Application Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Senior SQL Server Database Administrator	2080.0000	HOUR	88.400000	183872.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Senior SQL Server Database Administrator

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Business Analyst	2080.0000	HOUR	67.600000	140608.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Business Analyst

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Learning Management System & eLearning Development Specialis	2080.0000	HOUR	71.500000	148720.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Learning Management System & eLearning Development Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Cloud Financial Operations Specialist	2080.0000	HOUR	91.000000	189280.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Financial Operations Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Cloud Architect	2080.0000	HOUR	110.500000	229840.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Architect

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Cloud Security Professional	2080.0000	HOUR	104.000000	216320.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:

Extended Description:

Cloud Security Professional

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Cloud Platform Engineer	2080.0000	HOUR	97.500000	202800.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Cloud Platform Engineer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Cloud Network Engineer	2080.0000	HOUR	91.000000	189280.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Cloud Network Engineer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Cloud Systems Management Engineer	2080.0000	HOUR	88.400000	183872.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Cloud Systems Management Engineer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Cloud Center of Excellence (CCOE) Implementation Spec	2080.0000	HOUR	101.400000	210912.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Cloud Center of Excellence (CCOE) Implementation Specialist

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	Mainframe Systems Programmer	2080.0000	HOUR	84.500000	175760.00

Comm Code	Manufacturer	Specification	Model #
81110000			

Commodity Line Comments:**Extended Description:**

Mainframe Systems Programmer

Hours listed are estimates for evaluation purposes only and do not represent a guaranteed minimum or maximum. Actual usage may be more or less and is not guaranteed or implied.

State of West Virginia — CRFQ OOT270000				
Temporary Technical Staffing Services — Vendor Price Quote (Universal Co				
Proc Folder 2020855 Solicitation Closes 2026-09-23 13:30 Ve				
Line	Labor Category	Qty (Hrs)	Unit Issue	Base Market Rate (\$/hr)
1	Senior Web Application Analyst	2080	HOUR	\$62.00
2	CRM Application Analyst	2080	HOUR	\$58.00
3	Senior SQL Server Database Administrator	2080	HOUR	\$68.00
4	Business Analyst	2080	HOUR	\$52.00
5	Learning Management System & eLearning Development Specialist	2080	HOUR	\$55.00
6	Cloud Financial Operations Specialist	2080	HOUR	\$70.00
7	Cloud Architect	2080	HOUR	\$85.00
8	Cloud Security Professional	2080	HOUR	\$80.00
9	Cloud Platform Engineer	2080	HOUR	\$75.00
10	Cloud Network Engineer	2080	HOUR	\$70.00
11	Cloud Systems Management Engineer	2080	HOUR	\$68.00
12	Cloud Center of Excellence (CCOE) Implementation Specialist	2080	HOUR	\$78.00
13	Mainframe Systems Programmer	2080	HOUR	\$65.00
TOTAL ESTIMATED CONTRACT VALUE (all labor categories, at est				

00006		
nsulting Partners Inc.)		
ersion 2		
Markup %	Unit Price (\$/hr)	Total Price (\$)
30.0%	\$80.60	\$167,648.00
30.0%	\$75.40	\$156,832.00
30.0%	\$88.40	\$183,872.00
30.0%	\$67.60	\$140,608.00
30.0%	\$71.50	\$148,720.00
30.0%	\$91.00	\$189,280.00
30.0%	\$110.50	\$229,840.00
30.0%	\$104.00	\$216,320.00
30.0%	\$97.50	\$202,800.00
30.0%	\$91.00	\$189,280.00
30.0%	\$88.40	\$183,872.00
30.0%	\$101.40	\$210,912.00
30.0%	\$84.50	\$175,760.00
imated hours)		\$2,395,744.00



State of West Virginia
West Virginia Department of Transportation
(WVDOT)

Temporary Technical Staffing Services

CRFQ OOT2700000006

Centralized Request for Quote

Due Date: September 23, 2026 by 1:30 PM EST

Technical Proposal

Submit Via: wvOASIS

Primary Procurement Officer: John W. Estep

Telephone Number: 304-558-2566

E-Mail Address: john.w.estep@wv.gov

Submitted by: Universal Consulting Partners Inc

**13800 Coppermine Road,
Herndon, VA -20171**

Point of Contact: Saqib Siddiqi, CEO

Cell: (571) 228 1322

E- mail: saqib.siddiqi@uconsultp.com



1 Cover Letter

Date: September 23, 2026

Attn: John W. Estep
West Virginia Department of Transportation (WVDOT)
Purchasing Division

Subject: Proposal Response for RFQ for *IT Temporary Staffing Services (DOT2600000079)* to *West Virginia Department of Transportation (WVDOT)*

Dear Mr. Estep,

Universal Consulting Partners Inc. (UCP) is pleased to submit our response to the *West Virginia Department of Transportation's Request for Quotation (RFQ) for Information Technology Temporary Staffing Services*. UCP is a certified *Women-Owned, Minority Business Enterprise (MBE), Disadvantaged Business Enterprise (DBE), and SWaM-certified firm with over 18 years* of experience delivering high-quality *IT staffing and consulting services to public sector clients*.

UCP understands that *WVDOT seeks to establish multiple open-ended contracts* to provide highly qualified IT professionals across a wide range of classifications, including *Mainframe Application Analysts, Database Administrators (Oracle, DB2, SQL Server), PC Programmer Analysts, and GIS professionals*. We recognize the importance of delivering technically proficient personnel who can support mission-critical systems, contribute to ongoing development initiatives, and ensure continuity of operations across the agency.

UCP's proven past performance further demonstrates our ability to successfully deliver *IT staffing services in complex and highly regulated environments*:

- ✓ **Boston University:** Provided IT staff augmentation supporting enterprise systems, application development, and modernization initiatives.
- ✓ **U.S. Air Force Academy (USAFA) – via Deloitte:** Delivered IT staffing services supporting Microsoft enterprise environments within a secure federal setting.
- ✓ **Comprobase / Texas Health Resources:** Supported healthcare IT projects requiring strict regulatory compliance, ensuring secure and efficient system operations.
- ✓ **V Group / Texas Department of Information Resources (DIR ITSAC):** Delivered IT staffing services across multiple agencies, including hourly staffing, project-based engagements,
- ✓ **University of Maryland Global Campus (UMGC):** Provided IT staff augmentation services, including QA automation and application and technology support.

UCP is well-positioned to support *WVDOT's operational needs by providing flexible, reliable, and high-quality staffing solutions*. Our experience in *government contracting, combined with our ability to respond quickly to staffing requests and maintain a strong pipeline of qualified professionals*, ensures that we can consistently meet and exceed agency expectations. We appreciate the opportunity to partner with *WVDOT and are confident in our ability to deliver exceptional value through our staffing services*.

Sincerely,

Saqib Siddiqi, CEO
Universal Consulting Partners Inc.

Saqib Siddiqi



2 Table of Contents

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4	Qualifications	6
5	Designated Contact	10
6	Addendum Acknowledgement Form	11
7	Minority-Owned Business Certificate	12



3 Signed Cover Sheet

3.1 Signed Cover Sheet # 1

		Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130		State of West Virginia Centralized Request for Quote Service - Prof	
Proc Folder: 2020855 Doc Description: Temporary Technical Staffing Services Proc Type: Statewide MA (Open End)				Reason for Modification:	
Date Issued	Solicitation Closes	Solicitation No		Version	
2026-08-27	2026-09-15 13:30	CRFQ 0231 OOT2700000006		1	
BID RECEIVING LOCATION					
BID CLERK DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON ST E CHARLESTON WV 25305 US					
VENDOR					
Vendor Customer Code: Vendor Name : Universal Consulting Partners Inc. Address : 13800 Coppermine Road, Herndon, VA 20171, USA Street : 13800 Coppermine Road City : Herndon State : VA Country : USA Zip : 20171 Principal Contact : Saqib Siddiqi Vendor Contact Phone: (571) 228-1322 Extension:					
FOR INFORMATION CONTACT THE BUYER Toby L Welch (304) 558-8802 toby.l.welch@wv.gov					
Vendor Signature X <i>Saqib Siddiqi</i> FEIN# 20-8863181 DATE 09/23/26					

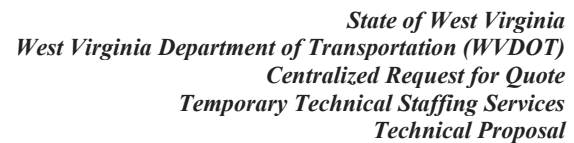
All offers subject to all terms and conditions contained in this solicitation



3.2 Signed Cover Sheet # 2

		Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130		State of West Virginia Centralized Request for Quote Service - Prof	
Proc Folder: 2020855 Doc Description: Addendum No 1 -Temporary Technical Staffing Services Proc Type: Statewide MA (Open End)				Reason for Modification: Addendum No 1 is issued to modify the bid opening date	
Date Issued	Solicitation Closes	Solicitation No		Version	
2026-09-14	2026-09-23 13:30	CRFQ 0231 OOT2700000006		2	
BID RECEIVING LOCATION					
BID CLERK DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON ST E CHARLESTON WV 25305 US					
VENDOR					
Vendor Customer Code: Vendor Name : Universal Consulting Partners Inc. Address : 13800 Coppermine Road, Herndon, VA 20171, USA Street : 13800 Coppermine Road City : Herndon State : VA Country : USA Zip : 20171 Principal Contact : Saqib Siddiqi Vendor Contact Phone: (571) 228-1322 Extension:					
FOR INFORMATION CONTACT THE BUYER Toby L Welch (304) 558-8802 toby.l.welch@wv.gov					
Vendor Signature X <i>Saqib Siddiqi</i> FEIN# 20-8863181 DATE 09/23/26					

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



	Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130	State of West Virginia Centralized Request for Quote Service - Prof	
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BID RECEIVING LOCATION
BID CLERK
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON ST E
CHARLESTON WV 25305
US

VENDOR			
Vendor Customer Code:			
Vendor Name : Universal Consulting Partners Inc.			
Address : 13800 Coppermine Road, Herndon, VA 20171, USA			
Street : 13800 Coppermine Road			
City : Herndon			
State : VA		Country : USA	Zip : 20171
Principal Contact : Saqib Siddiqi			
Vendor Contact Phone: (571) 228-1322		Extension:	

FOR INFORMATION CONTACT THE BUYER Toby L Welch (304) 558-8802 toby.l.welch@wv.gov			
Vendor Signature X <i>Saqib Siddiqi</i>	FEIN# 20-8863181	DATE 09/23/26	

FORM ID: WV-PRC-CRFQ-002 2020/05



4 Qualifications

Vendor Minimum Qualifications – Company Experience

Universal Consulting Partners Inc. (UCP) fully meets and exceeds the minimum qualification requirement of having at ***least five (5) years of experience providing similar information technology staffing services.*** Established in ***2007, UCP brings over eighteen (18) years of continuous, proven experience delivering comprehensive IT staff augmentation and consulting services*** to public sector agencies and private enterprises.

Throughout our history, UCP has successfully supported ***federal, state, and municipal government entities, as well as higher education institutions and healthcare organizations***, by providing highly skilled ***IT professionals across a wide range of disciplines, including software development, database administration, infrastructure support, cybersecurity, GIS, and project management.***

Our extensive experience demonstrates not only longevity but also sustained performance excellence. UCP has consistently delivered ***qualified personnel aligned with client requirements, often under tight timelines and within complex, regulated environments.*** Our ability to maintain long-term client relationships and secure repeat engagements reflects our reliability, responsiveness, and commitment to quality service delivery. UCP maintains all necessary corporate documentation ***to substantiate our years in business and our experience in providing IT staffing services.*** This documentation can be provided upon request and will be included as part of our submission to demonstrate full compliance with this requirement.

Our established operational framework, mature recruitment processes, and deep talent network enable us to rapidly identify, vet, and deploy highly qualified candidates who meet or exceed client expectations. This capability ensures continuity of operations, minimizes risk, and supports mission-critical initiatives effectively.

UCP not only satisfies the minimum five-year requirement but significantly surpasses it, offering a depth of experience, stability, and proven performance that positions us as a highly qualified and reliable partner for IT staffing services.

OUR CONTRACTS

State	Client Name	Service
Massachusetts	Boston University	IT Staff Augmentation & Consulting (Application Support, Infrastructure Modernization, Academic Technology Projects)
Colorado	U.S. Air Force Academy (USAFA, under Deloitte)	IT Staff Augmentation – Microsoft Enterprise Platforms, Infrastructure, Security, System Upgrades
Texas	Texas Health (via Comprobase)	Healthcare IT Augmentation – EMR, HIPAA Compliance, Data Migration, Project Management
Texas	Texas DIR (ITSAC)	IT Staff Augmentation – Applications, Data, Networking, Security, Project Management, Cloud, Technical Services



Maryland	UMGC	IT Staff Augmentation – Applications, Data, Networking, Security, Project Management, Cloud, Technical Services
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3.2 Demonstrated Experience in Providing Qualified IT Staffing Resources

Universal Consulting Partners Inc. (UCP) fully meets and exceeds the requirement to demonstrate the successful provision of qualified IT staffing resources across multiple classifications. Over the ***past five (5) years, UCP has consistently provided highly qualified IT professionals across diverse technical domains, supporting public sector agencies, higher education institutions, and healthcare organizations.***

UCP has successfully staffed more than six (6) IT professionals across multiple engagements, fulfilling roles aligned with the classifications identified in this RFQ, including Database Administrators, Programmer Analysts, Systems Analysts, Network Engineers, and enterprise IT support personnel.

Our Representative examples of our staffing experience are provided below:

Past Performance Reference #1

Field	Details
Entity Name	Boston University
Entity Address	1 Silber Way, Boston, MA 02215
Contract / PO Number	112706-0
Contract Start Date	January 2023
Original Term	5 Years
Duration	Multi-year; Ongoing
Approx. Dollar Value	\$573,882.38
Number of Staff Assigned	2 IT Professionals
Tasks Performed	Enterprise application support & enhancements; infrastructure modernization & system integration; IT operations staffing (help desk, system administrators, network engineers); project management & business analysis
IT Staff Focus	ERP (Workday), Cloud, Data/BI, Infrastructure, Service Desk, Project Management / Business Analysis
Role	Subcontractor (Prime: Deloitte)
Contact Person	Vivian Davila
Contact Email	viviandavila@deloitte.com
Contact Phone	3053723271

Past Performance Reference #2

Field	Details
Entity Name	United States Air Force Academy (USAFA)
Entity Address	2304 Cadet Dr, USAF Academy, CO 80840
Contract / PO Number	107793-4
Contract Start Date	January 2021
Original Term	4 Years
Duration	Multi-year; Ongoing



Approx. Dollar Value	\$1,759,696.40
Number of Staff Assigned	6 IT Professionals
Tasks Performed	Microsoft enterprise system administration & engineering; infrastructure monitoring & security compliance; application integration; technical support; system upgrades
IT Staff Focus	Microsoft 365/Entra, Network Engineering, DevOps, Cybersecurity (DoD/DFARS), Platform Operations
Role	Subcontractor (Prime: Deloitte)
Client Supported	Microsoft Corporation
Contact Person	Anita Hemraj
Contact Email	ahemraj@deloitte.com
Contact Phone	612-425-6863

Past Performance Reference #3

Field	Details
Entity Name	Comprobase / Texas Health Resources
Entity Address	12100 Ford Rd, Dallas, TX 75234
Contract / PO Number	UCP-Compro-01
Contract Start Date	January 2024
Original Term	24 Months+
Duration	Multi-year; Ongoing
Approx. Dollar Value	\$108,864
Number of Staff Assigned	1 IT Consultant
Tasks Performed	Deployment of healthcare IT specialists; business analysis & project management; data migration; system integration; ongoing IT operations
IT Staff Focus	Healthcare IT, EMR, Data Migration, Integration, QA/Testing, Project Management / Business Analysis
Role	Subcontractor (Prime: Comprobase)
Contact Person	Malik Gull
Contact Email	malik@comprobase.com
Contact Phone	571-277-3719

Past Performance Reference #4

Field	Details
Entity Name	University of Maryland Global Campus (UMGC)
Entity Address	3501 University Boulevard East, Adelphi, MD 20783
Contract / PO Number	PO270230
Supplier Contract	SC0019911 – 92248-UNIV
Purchase Order Date	August 12, 2026
Original Term	1 Year
Contract Start Date	August 10, 2026
Contract End Date	August 9, 2027
Duration	1 Year; Ongoing
Approx. Dollar Value	\$123,008.00
Number of Staff Assigned	1 IT Professional



Position / Staff Assignment	QA Automation Engineer (Data & AI)
Tasks Performed	IT staff augmentation; QA automation and testing support; Data & AI-related technical services; Application and technology support
IT Staff Focus	QA Automation, Data & AI, IT Staff Augmentation, Application/Technology Support
Role	Staffing / IT Services Provider
Client Contact / Buyer	Sharrie Scott – Sr. Buyer, IT Procurement
Contact Email	Sharrie.Scott@umgc.edu
Contact Telephone	301-985-7731 (Ext. 1-7731)

Our Classification Mapping to RFQ Section 1

The staffing roles provided in the above engagements align with the classifications defined in Section 1 of this RFQ as follows:

- ✓ **Database Administrators (Oracle / SQL Server / DB2):** Supported through enterprise data environments, system integration, and database-driven applications (Boston University, Texas Health Resources)
- ✓ **Programmer Analysts / Application Developers:** Supported through application development, modernization, and system enhancements across enterprise platforms
- ✓ **Systems Analysts:** Supported through business analysis, requirements gathering, and system integration activities
- ✓ **Network Engineers / Infrastructure Specialists:** Supported through enterprise infrastructure, network operations, and system administration (USAFA engagement)
- ✓ **IT Support / Enterprise Systems Roles:** Supporting mission-critical systems, cloud environments, and operational support functions

These mappings confirm that UCP has provided personnel meeting the requirements of specifically named classifications outlined in this RFQ.

Across these engagements, ***UCP has consistently demonstrated the ability to identify, recruit, screen, and deploy highly qualified IT professionals who meet or exceed specified role requirements.*** Our structured recruitment methodology ensures that each candidate is thoroughly evaluated against technical qualifications, experience requirements, and client-specific needs prior to submission.

UCP will provide any additional supporting documentation, including detailed candidate qualifications and client references, upon request or prior to award, to further substantiate compliance with this requirement. UCP's proven performance, scalability, and commitment to quality position us as a highly capable and reliable partner for ***WVDOT's IT Temporary Staffing Services.***



5 Designated Contact

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) Saqib Siddiqi, CEO

(Address) 13800 Coppermine Road, Herndon, VA 20171, USA

(Phone Number) / (Fax Number) (571) 228-1322/703.993.2580

(email address) saqib.siddiqi@uconsultp.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.

Universal Consulting Partners Inc.

(Company)

Saqib Siddiqi

(Signature of Authorized Representative)

Saqib Siddiqi, CEO

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

(571) 228-1322/703.993.2580

(Phone Number) (Fax Number)

saqib.siddiqi@uconsultp.com

(Email Address)

Revised 8/24/2023



6 Addendum Acknowledgement Form

ADDENDUM ACKNOWLEDGEMENT FORM SOLICITATION NO.: CRFQ OOT27*006

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)

☒ Addendum No. 1	☐ Addendum No. 6
☐ Addendum No. 2	☐ Addendum No. 7
☐ Addendum No. 3	☐ Addendum No. 8
☐ Addendum No. 4	☐ Addendum No. 9
☐ Addendum No. 5	☐ 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 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.

Universal Consulting Partners Inc.

Company

Saqib Siddiqi

Authorized Signature

09/23/26

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.
Revised 6/8/2012



7 Minority-Owned Business Certificate



COMMONWEALTH of VIRGINIA

Department of Small Business and Supplier Diversity

March 5, 2026

Certification Number: 665817

Asma Saqib
Universal Consulting Partners Inc.
244 Mindy Court SE
Leesburg, VA 665817

Dear Asma Saqib:

Our office is in receipt of your request to add the Federal Economically Disadvantaged Women-Owned Small Business certification to your company's SWaM profile. However, we were unable to verify that your company is approved as an Economically Disadvantaged Women-Owned Small Business by the SBA. **As a result, we are closing your request for certification as an Economically Disadvantaged Women-Owned Small Business.**

Should you receive the Economically Disadvantaged Women-Owned Small Business certification from the SBA in the future and wish to have it added to your company's SWaM profile, please submit another request to add the certification along with the documentation from the SBA showing that the company has been approved for the certification.

Your company has been certified as a Small, Micro, Women and Minority-Owned Business in the SWaM program and your firm's certification as a Women-Owned Small Business by the SBA will be shown on your firm's SWaM profile. If you have any questions regarding your status, please contact us at (804) 786-6585.

Sincerely,

Virginia Department of Small Business and Supplier Diversity
Certification Team