

Request for Quotation

ISCG0125

KRISTA FERRELL

304-558-2596

DEPARTMENT OF ADMINISTRATION IS&C - CHIEF FINANCIAL OFFICER 1 DAVIS SQUARE

ADDRESS:CORRESPONDENCE TO ATTENTION OF

CHARLESTON, WV 25301

304-558-5472

RFQ COPY TYPE NAME/ADDRESS HERE 8200 Sweet Valley DR.

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GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division.
- 4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
- 5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
- 6. Payment may only be made after the delivery and acceptance of goods or services.
- 7. Interest may be paid for late payment in accordance with the West Virginia Code.
- 8. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 11. The laws of the State of West Virginia and the Legislative Rules of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
- 12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 13. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
- 14. HIPAA Business Associate Addendum The West Viginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division.
- 2. SPECIFICATIONS: Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
- 3. Complete all sections of the quotation form.
- 4. Unit prices shall prevail in cases of discrepancy.
- 5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- 6. BID SUBMISSION: All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

SIGNED BID TO:

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



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

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DEPARTMENT OF ADMINISTRATION IS&C - CHIEF FINANCIAL OFFICER 1 DAVIS SQUARE

CHARLESTON, WV 25301

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IS&C - CHIEF FINANCIAL OFFICER

CHARLESTON, WV 25301

1 DAVIS SQUARE

304-558-5472

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FREIGHTTERMS SHIP VIA F.O.B. TERMS OF SALE DATE PRINTED 03/28/2007 01:30PM BID OPENING TIME BID OPENING DATE: 04/09/2007 CAT. UNITPRICE AMOUNT ITEM NUMBER UOP LINE QUANTITY CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANS-PORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.) QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY IT IS UNDERSTOOD AND AGREED THE STATE SPENDING UNIT. THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY DRDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN. ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT. BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATI-CALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER. 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. REV. 04/11/2001 EXHIBIT 4 UNLESS THE VENDOR INDICATES LOCAL GOVERNMENT BODIES: SEE REVERSE SIDE FOR TERMS AND CONDITIONS TELEPHONE SIGNATURE 4-6-07 216.643-1029 ADDRESS CHANGES TO BE NOTED ABOVE

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



VENDOR

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

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ADDRESS:CORRESPONDENCE TO ATTENTION OF

CHARLESTON, WV 25301

304-558-5472

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

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ADDRESS:CORRESPORT

KRISTA FERRELL

ADDRESS CORRESPONDENCE TO ATTENTION OF

304-558-2596 DEPARTMENT OF ADMINISTRATION

IS&C - CHIEF FINANCIAL OFFICER 1 DAVIS SQUARE

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



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VENDOR

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CHARLESTON, WV

25301

304-558-5472

03/28/2007
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A SIGNED BID MUST BE SUBMITTED TO:
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEALED BID
BUYER: KRISTA FERRELL-21
RFQ. NO.: ISCG0125
BID OPENING DATE: APRIL 9, 2007
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SEE REVERSE SIDE FOR TERMS AND CONDITIONS
SIGNATURE 7: 4-6-07 TELEPHONE
WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



Request for Guotation ISCG0 125

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Request for Quotation WV Office of Technology ISCG0125

The West Virginia Purchasing Division for the agency, the West Virginia Office of Technology (WVOT), is requesting quotations for the procurement of Cisco (or equivalent) IP phone hardware and software. This equipment will be delivered to WVOT, attn: Mike Belcher, One Davis Square, Charleston, WV 25301.

No installation or labor is required.

WVOT will be providing phone system upgrades to other state agencies as part of the overall consolidation of Executive Branch Agency's Information Technology Resources. The services being provided will include teleconferencing, Call Center agents, Emergency Responder, unified messaging/Voice mail, failover redundancy, and basic phone service.

The equipment specified on this request must be compatible with the Mobile Command Center communication system purchased by Homeland Security and provide interchange and interoperability with existing equipment at the main office of the Department of Military Affairs, because of disaster response communication needs.

This is a fast track project. The materials must be delivered to the agency no later than April 26, 2007.

The following list of equipment is considered to be part of the Office of Homeland Security portion not available from the LAN04 or WAN04 SWCs. Vendors must bid new Cisco (or equivalent) equipment and provide a pricing list for the following line itemized schedule of equipment, licenses and maintenance support services:

Vendors are to provide unit cost and extended cost for each of the line items. The quantities listed below are for the initial purchase. This is an open end contract. Additional quantities may be ordered at the unit prices contained in vendor's response to this Request for Quotation (RFQ) at the agency's discretion over the life of this contract. Award will be based on the lowest total cost on the quantities provided.

WV-96 Rev. 5/94

AGREEMENT ADDENDUM

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In the event of conflict between this addendum and the agreement, this addendum shall control:

- ARBITRATION Any references to arbitration contained in the agreement are hereby deleted. Disputes arising out of the agreement shall be presented to the West Virginia Court of Claims.
- 2. HOLD HARMLESS Any clause requiring the Agency to indemnify or hold harmless any party is hereby deleted in its entirety.
- GOVERNING LAW The agreement shall be governed by the laws of the State of West Virginia. This provision replaces any references to any other State's
 governing law.
- 4. TAXES Provisions in the agreement requiring the Agency to pay taxes are deleted. As a State entity, the Agency is exempt from Federal, State, and local taxes and will not pay taxes for any Vendor including individuals, nor will the Agency file any tax returns or reports on behalf of Vendor or any other party.
- 5. PAYMENT Any references to prepayment are deleted. Payment will be in arrears.
- INTEREST Should the agreement include a provision for interest on late payments, the Agency agrees to pay the maximum legal rate under West Virginia law.
 All other references to interest or late charges are deleted.
- 7. RECOUPMENT Any language in the agreement waiving the Agency's right to set-off, counterclaim, recoupment, or other defense is hereby deleted.
- 8. <u>FISCAL YEAR FUNDING</u> Service performed under the agreement may be continued in succeeding fiscal years for the term of the agreement, contingent upon funds being appropriated by the Legislature or otherwise being available for this service. In the event funds are not appropriated or otherwise available for this service, the agreement shall terminate without penalty on June 30. After that date, the agreement becomes of no effect and is null and void. However, the Agency agrees to use its best efforts to have the amounts contemplated under the agreement included in its budget. Non-appropriation or non-funding shall not be considered an event of default.
- STATUTE OF LIMITATION Any clauses limiting the time in which the Agency may bring suit against the Vendor, lessor, individual, or any other party are deleted.
- 10. SIMILAR SERVICES Any provisions limiting the Agency's right to obtain similar services or equipment in the event of default or non-funding during the term of the agreement are hereby deleted.
- 11. <u>ATTORNEY FEES</u> The Agency recognizes an obligation to pay attorney's fees or costs only when assessed by a court of competent jurisdiction. Any other provision is invalid and considered null and void.
- 12. <u>ASSIGNMENT</u> Notwithstanding any clause to the contrary, the Agency reserves the right to assign the agreement to another State of West Virginia agency, board or commission upon thirty (30) days written notice to the Vendor and Vendor shall obtain the written consent of Agency prior to assigning the agreement.
- 13. <u>LIMITATION OF LIABILITY</u> The Agency, as a State entity, cannot agree to assume the potential liability of a Vendor. Accordingly, any provision limiting the Vendor's liability for direct damages or limiting the Vendor's liability under a warranty to a certain dollar amount or to the amount of the agreement is hereby deleted. In addition, any limitation is null and void to the extent that it precludes any action for injury to persons or for damages to personal property.
- 14. RIGHT TO TERMINATE Agency shall have the right to terminate the agreement upon thirty (30) days written notice to Vendor.
- 15. TERMINATION CHARGES Any provision requiring the Agency to pay a fixed amount or liquidated damages upon termination of the agreement is hereby deleted. The Agency may only agree to reimburse a Vendor for actual costs incurred or losses sustained during the current fiscal year due to wrongful termination by the Agency prior to the end of any current agreement term.
- 16. RENEWAL Any reference to automatic renewal is hereby deleted. The agreement may be renewed only upon mutual written agreement of the parties.
- 17. INSURANCE Any provision requiring the Agency to insure equipment or property of any kind and name the Vendor as beneficiary or as an additional insured is hereby deleted.
- 18. <u>RIGHT TO NOTICE</u> Any provision for repossession of equipment without notice is hereby deleted. However, the Agency does recognize a right of repossession with notice.
- 19. ACCELERATION Any reference to acceleration of payments in the event of default or non-funding is hereby deleted.
- 20. <u>AMENDMENTS</u> All amendments, modifications, alterations or changes to the agreement shall be in writing and signed by both parties. No amendment, modification, alteration or change may be made to this addendum without the express written approval of the Purchasing Division and the Attorney General.

ACCEPTED BY: STATE OF WEST VIRGINIA	VENDOR
Spending Unit:	Company Name: SARCOM
Signed:	Signed:
Title:	Title: ACCT. Mga.
Date:	Date: 4-6-07

ISCG0125) PF	RICING PAGE			
Part Number (cisco Product Code)		Unit Cost	Quantity	E	tended cost
CP-7961G	\$	264.78	84	\$	22,241.10
SW-CCM-UL-7961	\$	119.00	84	\$	9,996.00
CP7936	\$	711.03	2	\$	1,422.05
SW-CCM-UL-7936	\$	89.25	2	\$	178.50
CP-PWR-CORD-NA	\$	5.95	2	\$	11.90
CP-7936-MIC-KIT	\$	208.25	1	\$	208,25
CP-7970G	\$	380.80	1	\$	380.80
CP-PWR-CORD-NA	\$	5.95	1	\$	5.95
SW-CCM-UL-7970	\$	148.75	1	\$	148.75
CP-PWR-CUBE-3	\$	26.78	1	\$	26.78
CP-7914	\$	26.78	10	\$	267.75
CON-SNT-CP7914	\$	4.76	10	\$	47.60
CP-7921G-A-K9	\$	312.38	2	\$	624.75
SW-CCM-UL-7921G	\$	119.00	2	\$	238.00
CP-BATT-7921G-STD= (NOTE: NO EXT. AVAIL.)	\$	44.63	2	\$	89.25
CP-CASE-7921	\$	20.83	2	\$	41.65
CP-DSKCH-7921G-BUN	\$	118.41	2	\$	236.81
SW-IPCOMM-E1	\$	53.55	5	\$	267.75
SW-CCM-UL-IPCOMM-E	\$	89.25	5	\$	446.25
CP-DOUBLEFOOTSTAND=	\$	22.61	5	\$	113.05
CP-PWR-CUBE-3	\$	26.78	5	\$	133.88
CP-PWR-CORD-NA	\$	5.95	5	\$	29.75
CM4.2-K9-7825H2-1	\$	3,567.03	1	\$	3,567.03

TOTAL COST: ** It is preffered that vendors complete this pricing sheet instead of submitting company quote sheets. If submitting company quote sheets, it is preffered that the vendor also complete this form.

40,723.59

ATTACHMENT O12 P.O.#_ISCG0125

This agreement constitutes the entire agreement between the parties, and there are no other terms and conditions applicable to the licenses granted hereunder.

Agreed 4-6-	07		·
Signature Date		Signature	Date
ACCT. Mga		Title	
SARCOM			

Company Name

Agency/Division

RFQ No.	ISCG0125	
	of a me	

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 exceed 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

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

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 acknowledges the inform	or false swearing (West Virg mation in this said affidavit a	ginia Code, §61-5-3), it is nd are in compliance with t	hereby certified that the vendor ne requirements as stated.
Vendor's Name:	SARCOM		
Authorized Signature: _	John	Date:	4.6-07

No Debt Affidavit (Revised 10/13/06)