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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

#### Request for Quotation

AFONUMBER ..... WIC90040

ROBERTA WAGNER 304-558-0067

HEALTH AND HUMAN RESOURCES BPH - NUTRITION SERVICES (WIC) C/O DHHR MATERIALS MANAGEMENT 900 BULLITT STREET CHARLESTON, WV

ADDRESS CORRESPONDENCE TO ATTENTION OF

25301 304-558-3417

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

- 1. 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 may be deemed null and void, and terminated without further order.
- 14. HIPAA Business Associate Addendum: The West Virginia 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.
- 15. West Virginia Alcohol & Drug-Free Workplace Act: If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

#### **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: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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ADDRESS CORRESPONDENCE TO ATTENTION OF

ROBERTA WAGNER 304-558-0067

HEALTH AND HUMAN RESOURCES BPH - NUTRITION SERVICES (WIC) C/O DHHR MATERIALS MANAGEMENT 900 BULLITT STREET CHARLESTON, WV

AMADOR 25301 304-558-3417 DATE PRINTED SHIP VIA TERMS OF SALE F.O.B. FREIGHTTERMS 07/03/2008 BID OPENING DATE: BID OPENING TIME 08/07/2008 01:30PM

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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.	
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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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NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES	
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ROBERTA WAGNER 304-558-0067

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**HEALTH AND HUMAN RESOURCES** BPH - NUTRITION SERVICES (WIC) C/O DHHR MATERIALS MANAGEMENT 900 BULLITT STREET CHARLESTON, WV 25301 304-558-3417

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304-558-3417 TERMS OF SALE DATE PRINTED SHIP VIA FOB FREIGHTTERMS 07/03/2008 BID OPENING DATE 08/07/2008 BID OPENING TIME 01:30PM CAT NO LINE QUANTITY UOP UNIT PRICE AMOUNT ITEM NUMBER TITLE: WIC Coordinator \* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) 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) NOTICE A SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION

BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130 PLEASE NOTE: A CONVENIENCE COPY WOULD BE APPRECIATED. THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEALED BID ----RW/FILE 22----RFQ. NO.:-------WIC90040-BID OPENING DATE: -----8/7/2008 BID OPENING TIME: -----1:30 PM-

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### STATE OF WEST VIRGINIA

WV-36 (Rev. 01/01/07)	Requisition / P.O. No.:
STATE OF WEST VIRGINIA	Page of Pages WIC90040
PURCHASE CONTINUATION SHEET	File: Acct, No.; RW22 MUL MUL MUL
Vendor: BALLEY MEDICAL ENG. P.O. Date:	Spending Unit: Bureau for Public Health - Office of Nutrition Services

/endor:	ericus J	P.O. Date:	Bureau for P	ublic Health - Office	of Nutrition Services
Item No.	Quantity	Description		Unit Price	Amount
		REQUEST FOR QUOTATION  TO PROVIDE THE FOLLOWING ITEMS:  DELUXE NURTURE III DOUBLE ELECTRIC BREAST ITEM #320 OR EQUAL.  A. Pump will be used for double and/or single pumping B. Pump must have fully adjustable suction and manu to imitate baby's variable nursing patterns.  C. Kits must include: Nurture III or equal, pump motor,	g, al cycling a double	9 74.90	<sup>4</sup> 7490.00
	1000 EACH	collection kit, insulated tote with ice pack, four extra bo 2-piece lids, and instructional DVD.  SHIPPING & HANDLING INCLUDED IN PRICE OF PUBASIC DOUBLE COLLECTION KIT ITEM #420 OR ECA. Kits must include items needed for double or single with Nurture III or equal, motor, 2 bottles with 2-piece bottle stand, 2 bottles stand, 2 flanges, 2 flange bases, caps, single cap, long tube, short tube, 2 filters (1 span 0-rings (1 spare), and instruction manual in English and	JMPS. QUAL. pumping lids, 2 2 double e), 3	<sup>\$</sup> 14.90	\$14,900.00
		WARRANTY: 5 Years against defects in materials and workmanship.  SHIPPING & HANDLING INCLUDED IN PRICE OF PUBLICATION OF THE STATE OF T	JMPS.		ING ON THIS
	EACH	EQUAL.  Must have a pumping action that mimics the baby's nat nursing rhythm in two modes:  1. Let down mode. 2. Expression mode.		WAT BLOE	(700 000 7
		Must have an ergonomic swivel handle.  Must have a massaging soft breast shield.  SHIPPING & HANDLING INCLUDED IN PRICE OF PUTTHIS WILL BE AN OPEN END CONTRACT. THE TERBE FOR A PERIOD OF ONE YEAR WITH THE OPTIC TWO, (1) ONE YEAR RENEWALS.  INVOICES: THE VENDOR SHALL SUBMIT INVOICES	RM SHALL NS OF (2)		

#### RFQ Cost Sheet # WIC90040

#### BIDDERS SHALL PROVIDE A COST FOR THE FOLLOWING:

	Estimate Annual		UNIT COST	TOTAL COST
Item #	Quantity	Description:		
1	100	Deluxe Nurture III Double Electric Breastpump Item #320 or equal as specified in the RFQ.	<u>\$ 74.90</u>	s <u>7490</u> .00
2	1,000	Basic Double Collection Kit Item #420 or equal as specified in the RFQ.	\$ <u>1490</u>	<u>\$ 14900.00</u>
3	1,000	Harmony Manual Breastpump Item #67161W or equal as specified in the RFQ.	\$_NOT BIDD	ING ON THIS IT EM
		Grand Total:		\$ 27390.00

NOTE: Award will be made to vendor bidding the lowest price for all items. Agency will place orders as the need arises for these items.

### STATE OF WEST VIRGINIA Purchasing Division

#### PURCHASING AFFIDAVIT

#### VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: 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 owed is an amount greater than one thousand dollars in the aggregate.

#### PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

West Virginia Code §21-1D-5 provides that: Any solicitation for a public improvement construction contract shall require each vendor that submits a bid for the work to submit at the same time an affidavit that the vendor has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. A public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the West Virginia Code may take place before their work on the public improvement is begun.

#### **ANTITRUST:**

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

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

Vendor's Name:	BAILEY	MEDICAL	ENGINEERING		
Authorized Signature	:_Teresa	Venon	Date:	7/11/08	

Purchasing Affidavit (Revised 07/01/08)

# Bailey Medical Engineering

2216 Sunset Drive

Los Osos California 93402

**DATE:** 8/01/08

TO: DEPARTMENT OF ADMINISTRATION

8055281461

COMPANY: STATE OF WEST VIRGINIA

EMAIL:

FAX: 304-558-3970

TIME: 10:10 AM .

**PHONE:** 805-528-5781

**FAX:** 805-528-1461

EMAIL: vandoren@baileymed.com

FROM: Teresa Van Doren

#### MESSAGE:

Department of Administration:

Following is a signed copy of our addendum, faxed as per Roberta Wagner. Please add

to our bid sent in on 7/11/08.

RFQ#: WIC90040.

Thank you,

Teresa Van Doren

AUG. 1. 2008 11:33AM

WV DIV OF PURCH

NO. 4581 P. 1/2



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

Request for Programme Service Services

WIC90040

REMINDATE OF STREET 1

MANUSCRIPTION OF THE PROPERTY ROBERTA WAGNER 304-558-0067

\*015113207 805-528-5781 BAILEY MEDICAL ENGINEERING 2216 SUNSET DRIVE LOS OSOS CA 93402

HEALTH AND HUMAN RESOURCES BPH - NUTRITION SERVICES (WIC) C/O DHHR MATERIALS MANAGEMENT 900 BULLITT STREET CHARLESTON, WV

25301

304-558-3417

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AUG. 1. 2008 11:34AM

WV DIV OF PURCH

NO. 4581

2/2



State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston 100 25005 0450 Charleston, WV 25305-0130

WHO PACE DE 2

304-558-0067

805-528-5781 \*015113207 BAILEY MEDICAL ENGINEERING 2216 SUNSET DRIVE

LOS OSOS CA 93402 HEALTH AND HUMAN RESOURCES BPH - NUTRITION SERVICES (WIC) C/O DHHR MATERIALS MANAGEMENT 900 BULLITT STREET CHARLESTON, WV 304-558-3417 25301

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