

RFQ COPY

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Global Gov't/Education Solutions Inc 6990 US Route 36 East

Fletcher Ohio 45326

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

Request for Quotation DPS1038

DPS1035

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ADDRESS CORRESPONDENCE TO ATTENTION OF KRISTA FERRELL 304-558-2596

WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE

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SOUTH CHARLESTON, WV 25309 304-746-2141

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May 3, 2010

Krista Ferrell - File 21 State of West Virginia Department of Administration, Purchasing Division BLDG 15, 2019 Washington Street East Charleston, WV 25305-0130

Dear Krista:

Global Gov/Ed Solutions Inc. (Global Gov Ed) is pleased to present this Request for Quotation #DPS1035 for Fax Machines to the State of West Virginia. Global Gov/Ed Solutions Inc. will bring exceptional managerial, technical skills and the experienced, functional backgrounds needed to meet your requirements for this Request for Quotation.

Global Gov Ed is a wholly owned subsidiary of the Systemax Corporation, a Fortune 1000 business, with Headquarters, Manufacturing, and Technical Support facilities in Fletcher, OH and Sales and Service call centers across the United States. We employ industry experts, developing our own talent and by recruiting top performers from other manufacturers and vendors, who are dedicated to providing exceptional service based on Midwest values. Global Gov Ed sells, services, and supports the Systemax™ brand of custom configured PCs, portable and Server products, and over 200,000 software, peripheral, and accessory products from major manufacturers.

We are confident that by choosing Global Gov Ed, you will receive the highest quality products and services at extremely competitive prices. We look forward to building a relationship with the State of West Virginia and helping to meet your Information Technology needs.

Please reference your "RFQ #DPS1035 for Ticket # 14316" and send or fax all correspondence relating to the Request for Quotation including purchase orders to: Global Gov /Ed Solutions Inc., ATTN: National Gov Ed Bid Desk. If you have any questions, please feel free to contact me at your earliest convenience.

Sincerely.

Penny Musser

Contract Administrator Global Gov/Ed Solutions Inc. Direct Phone: 866-310-0183

Toll Free: 888-445-2725 Ext. 1873

Fax: 877-231-3799

Penny.musser@globalgoved.com

Enclosures: Completed Bid Forms and Specifications

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. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
- 4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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.
- 5. Payment may only be made after the delivery and acceptance of goods or services.
- 6. Interest may be paid for late payment in accordance with the West Virginia Code
- 7. Vendor preference will be granted upon written request in accordance with the West Virginia Code
- 8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes
- 9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 10. The laws of the State of West Virginia and the Legislative Rules of the Purchasing Division shall govern the purchasing process.
- 11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties
- 12. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
- 13. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and is hereby made part of the agreement. Provided that the Agency meets the definition of a Cover Entity (45 CFR §160 103) and will be disclosing Protected Health Information (45 CFR §160 103) to the vendor
- 14. 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. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf.
- 15. 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, and the West Virginia Insurance Commission. 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.
- 16. 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 material, 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.

INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
- 2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B destination unless alternate shipping terms are clearly identified in the quotation.
- 4. 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
- 5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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

Request for Quotation

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KRISTA FERRELL

ADDRESSICORRESPONDENCE TO A PENTION OF 304-558-2596

WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-746-2141

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Global Gov't/Education Solutions Inc 6990 US Route 36 East Fletcher Ohio 45326

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KRISTA	FERRELL	
304-55	8-2596	

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Global Gov't/Education Solutions Inc 6990 US Route 36 East Fletcher, Ohio 45326	# 4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV
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WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED '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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4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-746-2141

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4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-746-2141

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The West Virginia State Police are soliciting competitive bids for the purchase of fax machines to be utilized in facilities owned/controlled by the West Virginia State Police (hereafter referred to as agency)

GENERAL SPECIFICATIONS:

- A. Minimum of 14.4K fax modern that will transmit a minimum of 10 seconds per page.
- B. Minimum of 8MB memory with a storage of 500 pages if the machine runs out of paper or toner while unattended.
- C. Minimum of 100 sheet capacity with paper loading tray located on the front of the machine for easy access.
- D. Auto Document feed Capacity of 20 pages
- E Equipped with telephone handset
- F. Dual access capability for scanning faxes into memory while the unit is busy sending or receiving.

WARRANTY:

One (1) year manufacturers warranty for any defects or replacement parts.

SHIPPING:

Vendor will be responsible for the cost of shipping. Product will be direct shipped to: West Virginia State Police, 4124 Kanawha Turnpike South Charleston, WV 25309

END OF SPECIFICATIONS:

PRICE PER UNIT

\$ 163.49 Brother intellifax 2820

SEE ATTACHED LIST OF SUGGESTED VENDORS.

Bid Form DPS 1035

DPS 1035	5		BID OPENING:					
Item #	E	escription	*Estimated Annual Quantity	Unit Price	Extended Price			
1,	Fax machines as	per attached specifications	35	\$ 163 . 49	\$ 5722 . 15			
	Failure to use	this form may result in c	lisqualification.	Total	\$ 5722.15			
	Bidder / Vendor Information:							
	Name: Address:	Global Gov/Fd Solutions 6990 US Route 36 East Fletcher, CH 45326	s Inc.					
	Phone #: Email Address:	888-445-2725 contracts@help.globalgo	wed.com					
	Contact Coord	inator Information:						
	Name: Address:	Renee' Younker 6990 US Route 36 East						
	Phone #: Email Address:	Fletcher, CH 45326 888-445-2725 x. 1540 renee.younker@globalgoved.com						
	*Quantities are	estimated annual usage for	bidding purposes ar	nd bidder's informa	tion.			

1.

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

Certification and application* is hereby made for Preference in accordance with **West Virginia Code**, §5A-3-37. (Does not apply to construction contracts) **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable

Application is made for 2.5% resident vendor preference for the reason checked:

Date: _		Title:
Bidder:	,	Signed:
and ac	curate in all respects; and that if a contract is is	Code, §61-5-3), Bidder hereby certifies that this certificate is true ssued to Bidder and if anything contained within this certificate of the Purchasing Division in writing immediately.
authoriz the requ deemed	tes the Department of Revenue to disclose to the Dire uired business taxes, provided that such information I by the Tax Commissioner to be confidential	any reasonably requested information to the Purchasing Division and ctor of Purchasing appropriate information verifying that Bidder has paid does not contain the amounts of taxes paid nor any other information
require against or dedu	ments for such preference, the Secretary may order such Bidder in an amount not to exceed 5% of the b cted from any unpaid balance on the contract or pure	
6.	Bidder is a resident vendor who is a veteran of the purposes of producing or distributing the commoditi continuously over the entire term of the project, on residents of West Virginia who have resided in the	preference who is a veteran for the reason checked: United States armed forces, the reserves or the National Guard, if, for les or completing the project which is the subject of the vendor's bid and average at least seventy-five percent of the vendor's employees are state continuously for the two immediately preceding years.
5 .	Bidder is an Individual resident vendor who is a veter	preference who is a veteran for the reason checked: an of the United States armed forces, the reserves or the National Guard r the four years immediately preceding the date on which the bid is
4	Application is made for 5% resident vendor problems and better the requirement of both subdiv	eference for the reason checked: isions (1) and (2) or subdivision (1) and (3) as stated above; or,
3.	affiliate or subsidiary which maintains its headqua minimum of one hundred state residents who certi	num of one hundred state residents or is a nonresident vendor with an arters or principal place of business within West Virginia employing a fies that, during the life of the contract, on average at least 75% of the inployees are residents of West Virginia who have resided in the state
2.		oreference for the reason checked: ing the life of the contract, on average at least 75% of the employees est Virginia who have resided in the state continuously for the two years
No. A ACCOUNT.	ing the date of this certification; or, Bidder is a partnership, association or corporation re business continuously in West Virginia for four (4) y ownership interest of Bidder is held by another indiv maintained its headquarters or principal place of to preceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliate	esident vendor and has maintained its headquarters or principal place of years immediately preceding the date of this certification; or 80% of the vidual, partnership, association or corporation resident vendor who has business continuously in West Virginia for four (4) years immediately or subsidiary which employs a minimum of one hundred state residents sipal place of business within West Virginia continuously for the four (4)
-		ded continuously in West Virginia for four (4) years immediately preced-

*Check any combination of preference consideration(s) indicated above which you are entitled to receive

RFQ No DPS1035	
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STATE OF WEST VIRGINIA Purchasing Division

PURCHASING 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 owed 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.

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

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: Global Gov/Ed Solutions Inc.	
Authorized Signature: <u>MANY MUSIC</u>	Date: May 3, 2010
State of Chio	
County of Miami, to-wit:	
Taken, subscribed, and sworn to before me this 37 day	of May , 20 10
My Commission expires June 8,	.2013
O	I have been been been been been been been be
AFFIX SEAL HERE	NOTARY PUBLIC TOWNS
	Rénee' D. Younker
	Notary Public, State of Ohio

My Commission Expires June 8, 2013

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