



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

Request for Quotation

RFQ NUMBER
DPS0658

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
BUYER 32
304-558-0492

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

WEST VIRGINIA STATE POLICE

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

| DATE PRINTED | TERMS OF SALE | SHIP VIA | F.O.B. | FREIGHT TERMS |
|--------------|---------------|----------|--------|---------------|
| 05/04/2006 | | | | |

BID OPENING DATE: **05/17/2006** BID OPENING TIME **01:30PM**

| LINE | QUANTITY | UOP | CAT. NO. | ITEM NUMBER | UNIT PRICE | AMOUNT |
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| 0001 | 1 | EA | | 493-11 | | |
| GAS CHROMATOGRAPH/MASS SPECTROMETER SYSTEM PER THE ATTACHED SPECIFICATIONS ITEM MUST BE RECEIVED AND INVOICED PRIOR TO 6/30/06 ACCORDING TO GRANT REQUIREMENTS AGENCY CONTACT: CAROLE WOODYARD 304-746-2141 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). A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED: <input type="checkbox"/> BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR <input type="checkbox"/> BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORA- TION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD- QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY I WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) | | | | | | |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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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 \$45 fee.
5. All services performed or goods delivered under State Purchase Orders/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.
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 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 ü160.103) and will be disclosing Protected Health Information (45 CFR ü160.103) 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. **DUPLICATE BIDS:** All quotations must be delivered by the bidder to the respective offices 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.

ORIGINAL SIGNED BID TO:

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

DUPLICATE BID TO:

State Auditor's Office
Bid Observer
Building 1 Room W114
1900 Kanawha Boulevard, East
Charleston, WV 25305-0230



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| <p>YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>() BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>() BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH</p> | | | | | | |

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| <p>PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASIN DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: -----</p> <p>DATE: -----</p> <p>SIGNED: -----</p> | | | | | | |

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| TITLE: ----- | | | | | | |
| <p>* 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)</p> | | | | | | |
| NOTICE | | | | | | |
| AN ORIGINAL, SIGNED BID MUST BE SUBMITTED TO: | | | | | | |
| DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130 | | | | | | |
| AN EXACT DUPLICATE MUST BE SUBMITTED TO: | | | | | | |
| STATE AUDITOR'S OFFICE BID OBSERVER BUILDING 1, ROOM W114 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305-0230 | | | | | | |
| BOTH BIDS MUST CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPES OR THE BIDS MAY NOT BE CONSIDERED: | | | | | | |
| SEALED BID | | | | | | |
| BUYER: 32 | | | | | | |

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| BID OPENING DATE AND TIME | | | | | | |
| PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: | | | | | | |
| ----- | | | | | | |
| CONTACT PERSON (PLEASE PRINT CLEARLY): | | | | | | |
| ----- | | | | | | |
| ***** THIS IS THE END OF RFQ DPS0658 ***** TOTAL: _____ | | | | | | |

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**ONE GAS CHROMATOGRAPH/MASS SPECTROMETER SYSTEM TO
CONSIST OF THE FOLLOWING:**

Gas Chromatograph with two capillary S/SI electronic pressure controlled injectors with automatic shutdown capabilities in case of a leak, one Flame Ionization Detector, one Mass Selective Detector, two columns (one 30 meter x 0.25 mm ID db-5 or equivalent and one blood alcohol analysis), one headspace autosampler system, one liquid autosampler system, all controls and accessories with autosampler systems including turrets, syringes, bottles, connections, cables, labels, transfer lines, interfaces, software, hardware, etc.

Mass spectrometer with quadrupole detector set up for Electron Ionization and dual filament construction with ion gauge

Related data system to include computer and data system with software, EI source, turbo pump, ability to collect FID and MS data without changing system configuration, 10/100 ether net networking connections (hub)

Color laser printer with minimum 500 page sheet feeder

21" flat panel monitor

All accessories, hardware, software, software packages, cables, etc. for the entire system to be fully operational in every aspect

Sixty days allowed for delivery and installation. Installation must be performed by factory trained service personnel.

Standard manufacturer's warranty will be provided to include parts, parts exchange, freight costs for parts, labor, transportation, and all expenses involved for all components being bid on for a total of twelve months. All services will be performed by the successful vendor. Local on-site service must be available. Remedial service shall be provided within three working days from the time of request. There shall be access to a toll free "800" number for immediate service support.

A tuition-free course for one person concerning the operation and maintenance of the system will be provided by the successful vendor at their location

After system installation, the successful vendor will provide on-site training covering the operation of the system to all chemists involved at our location in South Charleston, WV

All items shipped to the West Virginia State Police must come from on vendor including all OEM components

Service must include total coverage for all equipment delivered to the West Virginia State Police

If there is any deviation from these specifications, they must be spelled out on a separate sheet of company letterhead paper.

Any deviation from these specifications will result in the bid being non-responsive.

SEE ADDITIONAL SPECIFICATIONS IN QUESTION FORMATT ATTACHED

(EACH VENDOR IS REQUIRED TO ANSWER YES OR NO TO EACH OF THE FOLLOWING TECHNICAL SPECIFICATIONS WITH RESPECT TO THE SYSTEM THEY PROPOSE IN THEIR BID)

A. MASS SPECTROMETER TECHNICAL SPECIFICATIONS:

1. Electron Impact Ionization (EI) sensitivity specifications for Scan and Selected Ion Monitoring (SIM) modes:

| | |
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| Scan mode: | 1 pg OFN gives 20:1 S/N demonstrated at install |
| SIM mode: | 20fg OFN gives 10:1 S/N |

Does the proposed system meet or exceed these criteria? YES NO
2. The high-vacuum region must utilize an air-cooled high-vacuum pump of the turbomolecular type with a minimum pumping capacity of 90 liters/second.

Does the proposed system meet or exceed these criteria? YES NO
3. Mass spectrometer must utilize a Quadrupole Mass Filter consisting of a monolithic metalized gold hyperbolic filter device. Temperature is selectable from 100-200°C.

Does the proposed system meet or exceed these criteria? YES NO
4. Mass spectrometer and gas chromatograph are controlled by software through industry standard LAN protocols (TCP/IP services on 10Base T network).

Does the proposed system meet or exceed these criteria? YES NO
5. User-selectable ionization energy from 10-240 eV +/- 10 eV.

Does the proposed system meet or exceed these criteria? YES NO
6. User selectable ionization current from 0-315 uA +/- 10 uA.

Does the proposed system meet or exceed these criteria? YES NO
7. User-selectable ion source temperature (independently heated) from 100-250°C.

Does the proposed system meet or exceed these criteria? YES NO
8. Ion source design, in EI mode to include two filaments which are selectable through software.

Does the proposed system meet or exceed these criteria? YES NO
9. The system includes retention time locking to retain retention time with changing columns.

YES NO

B. GAS CHROMATOGRAPH AND AUTO SAMPLER TECHNICAL SPECIFICATIONS:

1. An oven with minimal dimensions of 28 x 31 x 16 cm to provide easy access to columns.
Does the proposed system meet or exceed these criteria? YES NO
2. Split/splitless capillary GC inlet electronically controlled over a flow range of 0-1000 mL/minute and to a pressure range of 0-100 psig.
Does the proposed system meet or exceed these criteria? YES NO
3. Electronic Pneumatic Control (EPC) adjusts for atmospheric pressure and ambient temperature changes in real time to provide the highest precision in analytical retention time.
Does the proposed system meet or exceed these criteria? YES NO
4. GC autosampler (ALS) provides for a minimum of 80 samples to be run unattended and minimizes carryover by rinsing the inside and the outside of the syringe.
Does the proposed system meet or exceed these criteria? YES NO
5. GC autosampler is electronic and requires no high pressure gas for operation.
Does the proposed system meet or exceed these criteria? YES NO
6. GC autosampler tray can be heated or chilled by using a circulating water bath.
Does the proposed system meet or exceed these criteria? YES NO
7. GC autoinjector can be easily mounted and dismounted without the use of tools.
Does the proposed system meet or exceed these criteria? YES NO

C. DATA SYSTEM AND SOFTWARE TECHNICAL SPECIFICATIONS:

1. The data system and operating software is fully operable in and compatible with Microsoft NT 4.0 Operating System.
Does the proposed system meet or exceed these criteria? YES NO
2. System has CD ROM based presentations on the following topics: system diagnostics, system startup, system calibration, and GC/MS fundamentals. Presentations to include full video and audio features.
Does the proposed system meet or exceed these criteria? YES NO

3. System includes installation, basic instrument overview, one year telephone support contract and a one year warranty provided in the US List Price of the product.

Does the proposed system meet or exceed these criteria? YES NO

4. Software must allow for up to 1,000 compounds to be individually calibrated with up to 20 levels of calibration. Calibration can be done via peak height or peak area. Software must allow for choice of five curve fits; linear, linear with forced zero intercept, quadratic, quadratic with forced zero intercept, and average response factors. Software must allow for weighted calibration for the inverse square of the concentration.

Does the proposed system meet or exceed these criteria? YES NO

5. Software must allow for 50 groups of masses with 30 masses per group for SIM analysis.

Does the proposed system meet or exceed these criteria? YES NO

6. Software must allow for searching and creation of mass spectral libraries. This software should also allow peak purity reports, and parametric retrieval.

Does the proposed system meet or exceed these criteria? YES NO

7. Software must contain data files and methods for the validation of the calculations and algorithms used in producing results.

Does the proposed system meet or exceed these criteria? YES NO

8. Data system will allow simultaneous control and data acquisition of two GC/MS systems. Data system will allow simultaneous acquisition of four detector signals.

Does the proposed system meet or exceed these criteria? YES NO

9. Computer monitor is 21 inch flat screen to minimize space needed.

Does the proposed system meet or exceed these criteria? YES NO

D. ANNUAL MAINTENANCE COSTS

For the entire system included in their bid response, vendors must state here the annual cost of a hardware maintenance agreement covering the parts, labor, and travel for any needed electromechanical repairs. The amount stated here is not to be considered as part of the total bid price of the system, but will be used to compare the future cost of ownership:

\$ _____ per year

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 exceeds 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:

The vendor must be licensed in accordance with any and all state requirements to do business with the state of West Virginia.

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 are in compliance with the requirements as stated.

Vendor's Name: _____

Authorized Signature: _____ Date: _____