



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
ISCF0069

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
BETTY FRANCISCO 304-558-0468

VENDOR	RFQ COPY
	TYPE NAME/ADDRESS HERE

SHIP TO	DEPARTMENT OF ADMINISTRATION IS&C - DIVISION DIRECTOR ONE DAVIS SQUARE
	CHARLESTON, WV 25301
	304-558-5472

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/13/2006				

BID OPENING DATE: 04/27/2006      BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 01						
1. QUESTIONS AND ANSWERS ARE ATTACHED (ONE PAGE). NOTE: NO LABOR IS INCLUDED IN THIS RFQ.						
2. BID OPENING DATE IS CHANGED TO APRIL 27, 2006, AT 1:30 P.M.						
3. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN WITH BID MAY RESULT IN DISQUALIFICATION.						
*****END OF ADDENDUM NO. 01*****						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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

## ISCF0069

## Questions and Answers

1.	Q.	The RFQ on page 1 states Procurement and Integration of Cisco 7960 IP Phone Equipment. Later on Page 1, it states No Labor is required with the exception of the installation and integration of the Cisco Emergency Responder Software. On page 2 of the Equipment list, the statement: Equipment will be delivered to the Capitol Complex Building 5, Room 6. No Labor is required. Again, later pricing is mentioned for services.
	A.	This procurement is for the purchase of the equipment only. No installation or implementation services are included.
2.	Q.	Does this RFQ include services?
	A.	No
3.	Q.	If so, can a definitive Scope of Work be provided that provides an understanding of the job? Will all gear be installed at a single location? Will this run across the WAN? Is the vendor responsible for which configuration or is that already provided? Are there network diagrams available? Etc.
	A.	There are no services included in this procurement.
4.	Q.	Emergency responder was listed to be configured, but parts are not listed. Is this existing and located where?
	A.	Please delete any reference to the Emergency responder.
5.	Q.	This is quite a job. IT would require a lot of planning and information for the State to obtain a solid install. There is nothing in this RFQ that states partner must have Cisco IP Tele Cert. Who's to say some out of state vendor would not get a low bid and come in and not deliver what the state was really looking for? I would hope IS&C would decide to purchase parts only on this bid and send out a separate RFP for this type of work.
	A.	This is an equipment only bid.

WV-36a <b>STATE OF WEST VIRGINIA PURCHASING CONTINUATION SHEET</b>	Buyer:	Page	Req. or P. O. No.:
--	--------	------	--------------------

Vendor:	Spending Unit:
---------	----------------

Requisition No.: \_\_\_\_\_

**ADDENDUM ACKNOWLEDGEMENT**

I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.

**Addendum No.'s:**

No. 1 \_\_\_\_\_

No. 2 \_\_\_\_\_

No. 3 \_\_\_\_\_

No. 4 \_\_\_\_\_

No. 5 \_\_\_\_\_

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date