



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
 CPHONE07

PAGE
 1

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

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/19/2006				

BID OPENING DATE: 09/28/2006 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 01						
1. ATTACHED QUESTIONS AND ANSWERS, TWO PAGES.						
2. ADDENDUM ACKNOWLEDGEMENT. THIS SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN WITH YOUR BID MAY BE CAUSE FOR 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'

**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 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 §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

CPHONE07
Questions & Answers

1	Q	<p>Please describe how the State of WV is going to address coverage and network quality in the RFQ.</p> <p>I see no requirements for coverage, network reliability, data, ect. I fail to see how the state is going to get an apples to apples comparison by bidding wireless using an RFQ. Simple business logic would show that carrier A who covers the state with 10 towers and doesn't provide the latest data technology is going to have lower operating expenses than carrier B who has 25 towers in the state and the most current data network. Thus carrier A is going to charge a lower fee for their subscribers than carrier B. Is the State willing to accept a sub par network from a vendor because the vendor is offering the lowest price? How is the state going to assure the agencies have the desired coverage and requirements?</p>
	A	<p>Specific coverage/feature requirements may vary agency by agency. As such, coverage/feature requirements will be evaluated as agencies require cellular service.</p>
2	Q	<p>How is the State of WV going to address the issue of Best Value? Using the example above... Carrier A might charge \$50 per month and Carrier B might charge \$55. Due to the coverage and data speeds it could be argued Carrier B was the better VALUE.</p>
	A	<p>According to Purchasing guidelines, the concept of best value is directed towards RFPs not RFQs.</p>
3	Q	<p>How is the state going to address local rate plans vs national rate plans?</p> <p>I understand the state has specified what the RFQ considers home area. However, the state may also consider including national coverage requirement in the bid or providing a vendor consideration for bidding national plans versus the stated home area plans.</p>
	A	<p>The majority of the State's user base would be moving about the state and bordering counties. Offering national plans would be one way of providing service to the RFQ's defined home area.</p>
4	Q	<p>Section 2.3.4 – Specifies Mobile to Mobile calling -- Is this Unlimited M2M?</p>
	A	<p>Yes, included with basic service.</p>
5	Q	<p>Section 2.3.10 – Specifies Nights & Weekends – Is this Unlimited N&W?</p>
	A	<p>Yes, included with basic service.</p>

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Questions & Answers

6	Q	Clarification on 8.14 & 8.15 Section 8.14 states that all fees and taxes must be listed separately and be included in the pricing. Can the state provide rows on the pricing sheets for taxes and fees.
	A	This information should be provided in 8.15. This information is not part of the cost evaluation.
7	Q	1. Attachment B – Pooled Plans Cingular's Pooled plans are not structured in the same format as Attachment B. Cingular has pooled plans and we will be more than happy to show the pricing and can meet the requirements. However, we can not complete all the columns. Can we simply complete Column I which is the total for each scenario? Cingular's Pooled Plans add a specific number of minutes to the pool for each user versus purchasing a basket of minutes in attachment B.
	A	Please complete the pricing sheet as completely as possible. You must respond to Column I and J at a minimum.
8	Q	Comment on Pooled Plan – Typically pooled plans include 200-300 minutes per user. I have never seen a 10 line pool which included 100 minutes. These users would typically be Flat Rate users.
	A	No question asked. No answer required.
9	Q	Can the state please specify if the device is data only or a pda with voice and data? Typically, vendors provide a lower data rate if the device also has a voice plan.
	A	Voice and data.
10	Q	Bid Format – Please confirm the response should only include the bid document with the mandatory requirement checked and the pricing sheets?
	A	Yes, confirmed.

WV-36a STATE OF WEST VIRGINIA PURCHASING CONTINUATION SHEET	Buyer:	Page	Req. or P. O. No.:
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Vendor:	Spending Unit:
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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