



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
EDDTFSS

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
MICHAEL AUSTIN
304-558-2316

RFQ COPY
 TYPE NAME/ADDRESS HERE

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DEPARTMENT OF EDUCATION
 BUILDING 6
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0330

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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
04/15/2007				

BID OPENING DATE: 04/26/2007 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 3						
QUESTIONS AND ANSWERS						
SEE THE ATTACHED						
BID OPENING DATE AND TIME REMAIN THE SAME						
NO OTHER CHANGES						
0001	1	LS		924-10		
COMPUTERS, SOFTWARE						
***** THIS IS THE END OF RFQ EDDTFSS ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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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

Question:

Addendum 2 stated the Parallel Port and Integrated Audio Adapter were to be deleted from specification 3.2.E.22. We are finding that these options are not standard on the other servers included in the RFP as well (3.2.E.20 and 3.2.E.21). To our knowledge, this is common across all the manufacturers listed. Integrated Audio has not been found as an option for the servers meeting the other specifications. The parallel port is an option for most manufacturers of these servers and not a standard. Would the WVDE delete this requirement for the 3.2.E.20 and 3.2.E.21 also?

Answer:

These specifications have been deleted in Addendum #3. The revised specifications 3.2.E.20 and 3.2.E.21 are shown below.

3.2.E.20. 21st Century Skills Server – Minimum Specifications—Mandatory. The following specifications for a server are minimum specifications. Bidders may submit specifications that exceed the minimum requirements.

1. Gartner Leader Quadrant vendor (*Dell, Hewlett Packard, IBM*) and model file server
2. Tower Form Factor
3. *Intel Duo Core XEON* Processor – 2.4 GHz
4. 2GB RAM
5. (2) 80GB Hard Drives capable of RAID 1
6. DVD/CDRW Optical Drive
7. USB 2-Button Mouse
8. USB 101 Key Enhanced Keyboard
9. Integrated Video Graphics Adapter
10. Integrated Gigabit Ethernet Network Interface Card
11. Serial Port
12. 4 USB Ports
13. Four year on-site warranty, parts and labor, with 2nd business day on-site response

3.2.E.21 Power Server – Minimum Specifications—Mandatory. The following specifications for a server are minimum specifications. Bidders may submit specifications that exceed the minimum requirements.

1. Gartner Leader Quadrant vendor (*Dell, Hewlett Packard, IBM*) and model file server
 2. Tower Form Factor
 3. *Intel Duo Core XEON* Processor – 3 GHz
 4. 4GB RAM
 5. (3) 73GB Hot Swappable Hard Drives capable of RAID 5
 6. RAID 5 Controller
 7. DVD/CDRW Optical Drive
 8. USB 2-Button Mouse
 9. USB 101 Key Enhanced Keyboard
 10. Integrated Video Graphics Adapter
 11. Integrated Gigabit Ethernet Network Interface Card
 12. Serial Port
 13. 4 USB Ports
- Four year on-site warranty, parts and labor, with 2nd business day on-site response

Question:

3.2.E.38 Document Camera -- Will the WVDE expand on specification #2 requiring the LED light module?

Answer:

The WVDE has researched several document cameras online, and a vast majority of those researched use an LED light module as the standard. The question is not clear as to what additional information is needed, so the specification will remain as written.

Question:

3.2.E.9 Workstation Monitors -- This mandatory specification calls for a 15" and 17" monitor with the resolutions listed. If a 15" monitor does not meet specifications, may a 17" monitor be substituted in its place? Would this be considered to the WVDE as meeting or exceeding the mandatory specifications? Or would the WVDE consider lowering the resolution requirements of the 15" Flat Panel Monitor?

Answer:

The 5" monitor has been changed in Addendum 3 to a maximum resolution of 1024x768. The revised specification 3.2.E.9 is shown below:

3.2.E.9. Workstation Monitors – Mandatory

1. 15" Flat Panel Monitor, Resolution 1024x768 (max) (Same brand as workstation)
2. 17" Flat Panel Monitor, Resolution 1280x1024 (max) (Same brand as workstation)

Question:

3.2.E.11 Workstation Accessories and Upgrades -- Item 1: Is the WVDE requesting the actual modules listed (1GB, 2GB, 4GB) as mandatory upgrades to the units or is the WVDE requesting modules which take the current workstations up to those RAM amounts (1GB Total, 2GB Total, 4GB Total)? If the WVDE is requesting actual modules in those amounts, this would eliminate one and potentially more Gartner Leaders.

Answer:

The WVDE is requesting modules which take the current workstations up to those RAM amounts (1GB total, 2GB total, 4GB total).

Question:

I have been asked to provide guidance on the most cost effective way to include Office in the bid responses that companies are working on. I think the best way would be to leverage your state select contact. This would allow responding companies to leverage select pricing, as opposed to open pricing—which costs more. It would require someone of authority signing an enrollment form with the company that is awarded the bid. The enrollment will be attached to the master agreement that you have in place.

Answer:

The addendum amends specification 3.2.B.2 from a mandatory to a desirable specification and changes the cost profile requirement from Academic Select pricing to Open License pricing. The WVDE is in the process of finalizing a *Microsoft Academic Select Agreement* and asks that the bidder provide documentation as to the bidder's ability to participate in this program. These changes are shown below:

3.2.B.2. The WVDE intends to finalize a *Microsoft Academic License Agreement* and to incorporate into this contract any appropriate documentation necessary to receive academic pricing under any contract resulting from this RFP. The bidder **should** provide evidence as part of the bidder's written response that the bidder can participate in the academic licensing program. Once a *Select Agreement* is finalized, *Microsoft Office* pricing should be adjusted accordingly in any contract resulting from this RFP.

3.2.B. Application Software:

- Individual, perpetual licenses for *Microsoft Office 2007 Professional* under the Open License pricing
- Anti-virus software for the workstations and server (prorated against the statewide license price for the number of workstations in the profile - .001% of the total statewide license cost per workstation)
- Imaging software
- Desktop security software to be installed on all new computers purchased as part of this profile