

## SOLE SOURCE DETERMINATION

The Purchasing Division has been requested to approve a sole source purchase for the commodity or service described below. Pursuant to West Virginia Code 5A-3-10c, the Purchasing Division is attempting to determine whether the commodity or service is a sole source procurement. If you believe your company meets the required experience and qualification criteria stated below, please e-mail the Purchasing Division at [team@wvadmin.gov](mailto:team@wvadmin.gov) to express your interest in the project. Please forward any and all information that will support your company's compliance with required qualification and eligibility criteria along with any other pertinent information relative to this project to the Purchasing Division no later than

August 17, 2006

**Requisition Number:** ISCG0020

**Department/Agency:** West Virginia Department of Administration, Office of Technology

**Detailed Description of Project:** Sheet Feeder for an existing Pitney Bowes Flowmaster Mail Inserter.

**Proposed Sole Source Vendor:** DMT/Pitney Bowes

### **Specific Eligibility Criteria:**

Vendor must provide sheet feeder equipment to perform on the front-end of a Pitney Bowes Flowmaster (FX14) high-speed mail inserter.

This equipment must be capable of integrating with Direct Connect, the operating system that controls the FX14 inserter.

This equipment must be high-speed, comparable to the FX14 (12K sheets/hr).

This equipment must be capable of scanning for 2of5 barcodes in the right margin and OMR marks in either margin and use the scan results to control selective inserts, variable page documents, and general insert integrity on the FX14. This scanning will take place on documents processed Z-A.

### **Specific Qualification Criteria:**

Vendor must be willing to enter into a maintenance agreement for this equipment.

Vendor must be able to provide service on this equipment M-F, 9a-5p, with call back within 2 hours and onsite service within 4 hours.