



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
PTR07028

PAGE
1

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

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF PUBLIC TRANSIT  
 BUILDING 5, ROOM 830  
 1900 KANAWHA BOULEVARD, EAST  
 CHARLESTON, WV  
 25305-0432 304-558-0428

DATE PRINTED 04/13/2007	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: 04/25/2007 BID OPENING TIME

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 4		
				ADD OPTION		
				OPTION 12: CHEVROLET G3500 6.0L VORTEX GAS CHASSIS (COST OR CREDIT) REVISED BID SCHEDULE ATTACHED.		
				BID OPENING DATE CHANGED		
				FROM: 04/18/2007 @1:30 P.M.		
				TO: 04/25/2007 @1:30 P.M.		
				NO OTHER CHANGES		
0001		EA		557-05		
				138" WHEELBASE NARROW BODY CUTAWAYS WITH A/C		
***** THIS IS THE END OF RFQ PTR07028 ***** TOTAL:						

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.

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**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

Spending Unit: Division of Public Transit  
Department of Transportation

138" Wheelbase Dual Rear Wheel (DRW) Narrow Body Cutaway.

Model Year: \_\_\_\_\_ Model: \_\_\_\_\_ Manufacturer: \_\_\_\_\_

	Price	Estimated Number of Units	Extended Price
Price for each complete van with 2 wheelchair spaces	\$ _____ each	50	\$ _____
Price for each complete van with 1 wheelchair space	\$ _____ each	50	\$ _____
<b><u>OPTION PAGE</u></b>			
OPTION 1: CREDIT FOR NON-ACCESSIBLE VEHICLE	\$ _____ each	50	\$ _____
OPTION 2: ELECTRIC SCROLL DESTINATION SIGNS FIXED ROUTE PACKAGE	\$ _____ each	50	\$ _____
OPTION 3: FIXED ROUTE PACKAGE	\$ _____ each	50	\$ _____
OPTION 4: PARATRANSIT PACKAGE	\$ _____ each	50	\$ _____
OPTION 5: REPEL CLOTH PASSENGER SEATS	\$ _____ each	50	\$ _____
OPTION 6: FLIP-UP ARMREST FOR PASSENGER SEATS	\$ _____ each	50	\$ _____
OPTION 7: VEHICLE SKIRT PAINTING	\$ _____ each	50	\$ _____
OPTION 8: EXTENDED BODY LENGTH WITH FRONT LIFT OPTION	\$ _____ each	50	\$ _____
OPTION 9: CHILD RESTRAINT SEAT	\$ _____ each	50	\$ _____
OPTION 10: TRAFFIC ALERT SIGN	\$ _____ each	50	\$ _____
OPTION 11: FULL BUS BODY PAINT	\$ _____ each	50	\$ _____
OPTION 12: CHEVROLET G3500 GAS CHASSIS	\$ _____ each	50	\$ _____
TOTAL FOR BID EVALUATION:			\$ _____

NOTE: Unit pricing above must be firm and will be used for when awarding the contract for these items.