



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
BMS80645

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
ROBERTA WAGNER 304-558-0067

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

HEALTH AND HUMAN RESOURCES  
 BUREAU FOR MEDICAL SERVICES  
 ROOM 251  
 350 CAPITOL STREET  
 CHARLESTON, WV  
 25301-3709 304-558-1737

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/26/2008				
BID OPENING DATE: 03/19/2008		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
1. BID OPENING DATE HAS BEEN MOVED FROM 3/6/2008 TO 3/19/2008.						
2. ADDENDUM ACKNOWLEDGMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.						
EXHIBIT 10						
REQUISITION NO.: .....						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO M PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO.'S:						
NO. 1 .....						
NO. 2 .....						
NO. 3 .....						
NO. 4 .....						

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 may be deemed null and void, and 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



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02/26/2008				
BID OPENING DATE: 03/19/2008		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
	NO. 5 .....					
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS. VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p> <p>..... SIGNATURE</p> <p>..... COMPANY</p> <p>..... DATE</p> <p>REV. 11/96</p> <p>END OF ADDENDUM NO. 1</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	YR		962-47		
REQUEST FOR PROPOSAL						
***** THIS IS THE END OF RFQ BMS80645 ***** TOTAL:						

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Mandatory Pre-Bid Meeting for  
RFP BMS80645

**SIGN IN SHEET**

Page 1 of 2  
Date: February 15, 2008 at 1:30 PM

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD.

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Unisys</u> Rep: _____ Email Address: <u>Tony.Motun@Unisys.com</u>	1600 Pennsylvania Ave Charles Town, WV	PHONE (304) 348-3308 TOLL FREE FAX
Company: <u>CDI IT SOLUTIONS</u> Rep: <u>HENNA SUCENNY</u> Email Address: <u>HENNA.SUCENNY@CDICORP.COM</u>	3200 KANAWHA TOWER AVE - BLDG 200 SOUTH CHARLESTON, WV 25303	PHONE (304) 746-8243 TOLL FREE FAX
Company: <u>AOS Heritage</u> Rep: <u>David Deal</u> Email Address: <u>David.Deal@aos-inc.com</u>	2810 N. Parkway Rd. Suite 210 Richmond, VA 23294	PHONE 804-965-8288 TOLL FREE FAX 804-644-0644
Company: <u>GOLD STANDARD LLC</u> Rep: <u>JANIS WILKINSON</u> Email Address: <u>JANIS.WILKINSON@ID-HERITAGE.COM</u>	302 KNIGHTS ROAD AVE # 303 TAUBA FL 33602	PHONE 813-519-2752 TOLL FREE FAX 800-375-0943
Company: <u>Terradon Communications</u> Rep: <u>Jared A. Tucker</u> Email Address: <u>jared.tucker@terradon.com</u>	401 Jacobson Drive Poca, WV 25159	PHONE 304-755-1324 TOLL FREE FAX 304-729-9203

Mandatory Pre-Bid Meeting for  
RFP BMS80645

**SIGN IN SHEET**

Page 2 of 2

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FIRM & REPRESENTATIVE NAME MAILING ADDRESS TELEPHONE & FAX NUMBERS

Company: <u>MV Interactive (NIC, Inc)</u>	<u>10 Kale St, 3rd Floor</u>	PHONE <u>304-414-0265 x104</u>
Rep: <u>Jason Johns</u>	<u>Charleston, WV 25301</u>	TOLL FREE
Email Address: <u>jjohns@nicusa.com</u>		FAX <u>304-414-0266</u>
Company: <u>HEALTH INFORMATION DESIGN</u>	<u>391 <del>INDUSTRY DRIVE</del></u>	PHONE <u>334-466-3046</u>
Rep: <u>JIM WALLACE FOR JIM GOSARD</u>	<u>AUBURN, AL 36832</u>	TOLL FREE
Email Address: <u>jimgolsen@hidinc.com</u>		FAX <u>866-758-9752</u>
Company: <u>Deloitte Consulting</u>	<u>1012 Landmark Blvd East</u>	PHONE <u>304 348 0886</u>
Rep: <u>Kenneth J Smith</u>	<u>2nd Floor - Deloitte Consulting</u>	TOLL FREE
Email Address: <u>kensmith@deloitte.com</u>	<u>Charleston, WV 25301</u>	FAX <u>412 402 8887</u>
Company: <u>e Services Group</u>	<u>7340 EXECUTIVE WAY</u>	PHONE <u>301-698-2641</u>
Rep: <u>DAVE WALSH</u>	<u>SUITE 101</u>	TOLL FREE
Email Address: <u>DWALSH@ESRV.COM</u>	<u>FREDERICK MD 21704</u>	FAX
Company:		PHONE
Rep:		TOLL FREE
Email Address:		FAX

Mandatory Pre-Bid Meeting for RFP BMS80645

PROCUREMENT DIVISION  
STATE OF WV

2008 FEB 15 11:59

RECEIVED