



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
CRENTAL08

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
**JO ANN ADKINS
 304-558-8802**

RFQ COPY

TYPE NAME/ADDRESS HERE

SHIP TO

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

DATE PRINTED 02/07/2008	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
BID OPENING DATE: 03/05/2008		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UQP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		975-14		
<p style="text-align: center;">AUTOMOBILE RENTALS</p> <p style="text-align: center;">REQUEST FOR QUOTATION</p> <p>THE PURCHASING DIVISION IS REQUESTING BIDS FOR RENTAL VEHICLES FOR USE BY STATE OF WEST VIRGINIA EMPLOYEES ON OFFICAL BUSINESS TRAVEL PER THE ATTACHED SPECIFICATIONS.</p> <p>THE REQUEST FOR QUOTATION IS PER THE ATTACHED CRENTAL08 SPECIFICATIONS, THREE PAGES CENTRAL08 EVALUATION PAGE CENTRAL08 PRICING PAGE. PURCHASING AFFIDAVIT</p> <p>VENDORS SHALL USE THE ATTACHED EVALUATION PAGE AND PRICING PAGE TO ENTER THEIR PRICES AND REQUESTED INFORMATION. THESE PAGES ARE AVAILABLE ELECTRONICALLY BY CALLING 304-558-8802. VENDORS ARE REQUESTED TO RETURN ELECTRONIC DISK WITH THE BID COMPLETED WITH ALL INFORMATION ON THE PRICING PAGES. IF ANY DEVIATION EXISTS BETWEEN THE ELECTRONIC DISK AND THE PAPER COPY, THE PAPER COPY RULE.</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE</p>						

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.

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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02/07/2008				

BID OPENING DATE: **03/05/2008** BID OPENING TIME **01:30PM**

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<p>ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY</p>						

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PROCEDURE

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<p>THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 04/11/2001</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.</p>						

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VENDOR PREFERENCE CERTIFICATE CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS). A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED: <input type="checkbox"/> BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR <input type="checkbox"/> BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR <input type="checkbox"/> BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION. B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:						

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<p>() BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>() BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT</p>						

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<p>BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: -----</p> <p>DATE: -----</p> <p>SIGNED: -----</p> <p>TITLE: -----</p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION</p>						

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LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
	PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130					
	THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:					
	SEALED BID					
	BUYER:-----			FILE 42-----		
	RFQ. NO.:-----			CRENTAL08-----		
	BID OPENING DATE:-----			03/05/2008-----		
	BID OPENING TIME:-----			1:30 PM-----		
	PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:					

	CONTACT PERSON (PLEASE PRINT CLEARLY):					

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***** THIS IS THE END OF RFQ CRENTAL08 ***** TOTAL:						_____

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CRENTAL08

SPECIFICATIONS

The State of West Virginia Travel Management Section is seeking to establish a pricing agreement with a car rental supplier for rental car services within the United States. Presently, a credit card is used for the purpose of paying for all travel expenditures. The state will continue to use a travel agency and credit card.

The rates will be for daily, weekly, and monthly day rental of passenger vehicles by employees and designees of the State of West Virginia and its political subdivisions traveling on official State of West Virginia business.

The State agencies and political subdivisions spent approximately \$540,000 for car rental in 2007. This information is for informational purposes only and is not to be construed as a guarantee of any future contract usage.

Evaluation will be the lowest cost, most complete bid based on the attached CRENTAL08 Evaluation Page.

VEHICLE SPECIFICATIONS

The State makes use of passenger vehicles classified as: Compact, Intermediate, Full Size 2 dr, Full Size 4 dr., SUV, Pickup Trucks and Vans.

Vendor must furnish freshly cleaned vehicles maintained in safe, satisfactory operating condition, no more than three years old (from time of purchase).

Vehicles must have a full tank of gasoline at the time of pick-up.

SERVICE SPECIFICATIONS

The vendor must provide services either on-site or near an airport at major airports in the U.S. and must be an established national car rental firm with all required licenses, bonding, facilities, equipment, vehicles and trained personnel necessary to perform the specified services. The vendor shall have a network of corporate-owned or corporate-franchised car rental locations operating under one corporate name or one national name abiding by the terms of the resulting price agreement. The vendor shall inform his/her network of the terms of said price agreement.

At airport locations, vendor must have personnel on hand to meet all incoming flights during hours of airport operation. Off-airport locations must provide periodic shuttle bus service or timely pick-up such that the renter does not wait longer than 20 minutes.

Pickup time should not exceed 15 minutes from the time of call from an airport location. Any vehicle to be rented will be ready for dispatch and rental agreement essentially complete and ready to sign when renter arrives at the location. The vendor shall make every attempt to minimize the renter's time and confusion in the pickup and

return of vehicles. For each rental, a rental agreement shall be signed by the renter solely to (1) give evidence of the delivery of the vehicle, (2) provide the time and place of the return of the vehicle and, (3) show the applicable rates and to register the credit card charge. Upon return, a completed copy of the agreement form or a hand-held computer output referencing all charges billed is to be provided to the renter.

The Vendor must provide the Travel Management Office information reports normally supplied to a corporate client with ad hoc reports upon request with reasonable notice.

The Vendor must make one-way rental available at no additional drop-off charge among the following cities: Charleston, WV; Huntington, WV; Morgantown, WV; and Pittsburgh, PA.

A secondary driver who is also a State employee may be added to the rental agreement at no additional cost, and is subject to all terms and conditions as if he were renting the vehicle himself.

Accommodate renter over 21 years of age with no additional charge.

Vendor shall provide emergency roadside assistance, 24 hours per day, 365 days per year, for any location within the United States. A toll free assistance line will be provided with each rental agreement and each renter will be notified of the number.

INSURANCE SPECIFICATIONS

The successful vendor must provide proof of the following insurance coverage: General, personal injury, professional, automobile liability (including bodily injury, personal injury and property damage) with the following minimum coverage:

- 1) Occurrence basis policy, combined single limit of \$5,000,000 or greater.
- 2) Annual aggregate limit policy of not less than \$10,000,000 or greater.

RATE SPECIFICATIONS

Vendor must charge only car rental rates as quoted for cities identified on the price schedule. The vendor will charge the renter only the basic rate bid in this request for quotation. The vendor shall provide a pricing schedule and means of allowing the State Travel Manager to audit the charges. No charges will be allowed for (1) reservations, (2) shuttle service baggage handling, (3) supplemental insurance or (4) prepaid fuel charges.

The vendor must guarantee franchises/local outlets will comply with the terms of the State of West Virginia car rental price agreement.

Daily rates: Vendor must calculate the daily rate as a 24 hour period beginning at the date and time of the vehicle rental.

Weekly rates: Vendor must calculate weekly rates as five times (or less) the daily rate at each location. Vendor is to provide calculation for weekly rate.

Monthly rates: Vendor must calculate the monthly rate at 20 times (or less) the daily rate for West Virginia locations only. Vendor is to provide calculations for monthly rate.

Vendor must accept such form of payment as tendered by the employee whether it be personal credit card, State Travel Card and State P-Card.

A grace period of not less than 59 minutes shall be employed with additional hours calculated at not more than 1/3 of the daily rate, never to exceed the cost of one rental day.

Vendor must be able to provide one central billing account for the travel management office.

Where sales taxes apply, the renter will pay any state and local taxes levied on the rental, unless using State P-Card.

Exclusion of Collision Damage Waiver: State renters shall not be charged nor pay any fee for loss or collision damage waiver when using State P-Card.

Vendor must provide your "One Way Rental Policy" preferable with the bid when using the State P-Card or the State Travel Card.

BIDDER REQUIREMENTS

Vendor is to provide the following bid information and assurances with the bid quotation. Failure to provide this information may result in bid disqualification:

- 1) A description of the reservation system features and capabilities and other reports available to the Travel Management Office.
- 2) Vendor must guarantee that the individual franchises/local outlets will comply with the terms of the State of West Virginia car rental agreement.
- 3) Vendor must describe the action to be taken if a reserved vehicle is unavailable at the schedule time of pick-up.
- 4) Vendor must provide the cost and terms and conditions of collision and damage waiver for renters who may not have a Travel Card or are using personal credit card.
- 5) Vendor must list additional charges for age-restricted drivers.
- 6) Vendor must provide the formula or method of determining overtime charges.
- 7) A signed WV-96 (included with this RFQ).
- 8) Vendor is to provide a car rental agreement that is applicable to the car rental services being provided.
- 9) Vendor is to provide the maximum daily weekday rental charges for the following vehicle classifications for State Government employees:

**CRENTAL08
EVALUATION PAGE**

A - I PRICING IS "PER DAY"

VENDOR: _____

Rental Vehicle Locations	Estimated Usage		Compact Car		Estimated Usage		Intermediate		Standard Size Car		Estimated Usage		Full Size Car		Estimated Usage		Small SUV		Estimated Usage		Medium SUV		Estimated Usage		Large SUV		Estimated Usage		Large Truck		Estimated Usage		Minivan		Total				
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG	AH	AI	AJ			
Charleston, WV	43	234	589	737	265	136	64	105	424																														
Morgantown, WV	4	29	219	151	21	77	106	5	109																														
Pittsburgh, PA	8	78	97	61	20	5	0	1	4																														
Portland, OR	1	10	198	22	18	6	0	4	0																														
Huntington, WV	3	20	48	83	16	12	4	1	18																														
LA International Airpt	1	35	50	13	1	2	0	8	13																														
Orlando, FL	1	68	29	7	1	4	17	0	7																														
Dallas, TX	1	6	28	22	4	13	6	7	11																														
Tampa, FL	1	23	23	12	1	1	0	0	12																														
Miami, FL	1	11	9	6	14	16	2	0	0																														
Philadelphia, PA	1	4	9	6	2	1	2	0	0																														

NOTE: Listed quantities are not a guarantee of volumes, but are for evaluation purposes only.

TOTAL COST \$ _____

CRENTAL08
PRICING PAGE

	MODELS	RATE PER DAY	RATE PER WEEK	RATE PER MONTH	ONE WAY RENTAL RATE	√ IF UNLIMITED MILEAGE	AVAILABLE AT ALL DOMESTIC LOCATIONS (if not list below)	√ IF RATES AVAILABLE AT ALL AIRPORT LOCATIONS
COMPACT								
INTERMEDIATE								
FULLSIZE								
SUV								
LARGE SUV								
PICK-UP TRUCK								
MINI VAN								
15 PASSENGER VAN								

VENDOR NAME: _____

PHONE: _____

CONTACT PERSON: _____
(Please print)

FAX: _____

EMAIL: _____

AUTHORIZED REPRESENTATIVE: _____
(Signature)

(Date)

AUTHORIZED REPRESENTATIVE: _____
(Print)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

“Debt” means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers’ compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

“Debtor” means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. “Political subdivision” means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. “Related party” means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers’ compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

LICENSING: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State’s Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY: The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency’s policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor’s Name: _____

Authorized Signature: _____ Date: _____