



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
 DEP13958

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF
 CHUCK BOWMAN
 304-558-2157

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

ENVIRONMENTAL PROTECTION
 DEPARTMENT OF
 OFFICE OF WASTE MANAGEMENT
 601 57TH STREET SE
 CHARLESTON, WV
 25304 304-926-0499

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/02/2008				
BID OPENING DATE: 01/17/2008		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
	*****			ADDENDUM NO. 1	*****	
	ADDENDUM ISSUED FOR RFQ TO PROVIDE EMPLOYEE PHYSICAL EXAMINATIONS TO DISTRIBUTE CORRECTED BID SCHEDULES. THE BID SCHEDULES SENT WITH THE ORIGINAL RFQ PACKAGES CONTAIN THE WRONG RFQ# AT THE TOP OF THE SCHEDULES. PLEASE REPLACE PAGES 10 & 11 OF THE ORIGINAL RFQ PACKAGE WITH THE TWO PAGES ATTACHED TO THIS SHEET. BID DATE AND OPENING TIME REMAIN UNCHANGED AT 1/17/08 AT 1:30 PM. ***** NO OTHER CHANGES *****					
0001	1	LS		948-42		
	HEALTH CARE MANAGEMENT					

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

PURCHASING CONTINUATION SHEET

Bid Schedule Physicals

Buyer:	Page	Req/PO
Chuck Bowman		DEP13958
Spending Unit:		P. 10
WV DEP		

Item No.	Quantity	Description	Unit Price	Amount
1	85	Physical Examination by a Licensed Physician		
2	85	Visual Acuity Measurements		
3	85	Audiogram		
4	85	Pulmonary Functions Screening		
5	85	Electrocardiogram		
6	85	Routine Urinalysis		
7	85	Complete Blood Count (CBC)		
8	85	Comprehensive Metabolic Panel		
9	85	Lipid Panel		
10	85	Hepatic Function Panel		
11	85	Posterior and Anterior Chest X-ray (14 X 17)		
12	85	EKG Stress Test		
13	85	Heavy Metals		
14	85	Repeat PCB Level		
15	85	Serum Titer for Hepatitis A		
16	85	Serum Titer for Hepatitis B		
17	85	Hepatitis A Booster Shot		
18	85	Hepatitis B Booster Shot		

REVISED PER ADDM. #1

19	85	Tetanus Vaccination		
20	85	Hepatitis A Vaccination (Series of Injections)		
21	85	Hepatitis B Vaccination (Series of Injections)		
22	85	Prostate Exam Including PSA blood test		
23	85	Blood Lead and ZPP		

Inquires concerning this RFQ shall be directed to:

TOTAL =

Chuck Bowman
Purchasing Division
Building 15
2019 Washington Street, East
Charleston, WV 25305

(304) 558-2157 - Phone
(304) 558-4115 - Fax