



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:
ISCG0197

PAGE:
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
**KRISTA FERRELL
 304-558-2596**

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DEPARTMENT OF ADMINISTRATION
 IS&C - CHIEF FINANCIAL OFFICER
 1 DAVIS SQUARE
 CHARLESTON, WV
 25301 304-558-5472

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/08/2007				

BID OPENING DATE: **07/12/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 3		
				THIS ADDENDUM IS ISSUED TO REVISE THE BID SCENARIO.		
				THIS SCENARIO REFLECTS PART NUMBERS THAT REPRESENTATIVE OF PARTS WE WILL BE ORDERING OVER THE TERM OF THIS CONTRACT, BUT DO NOT ACTUALLY REFLECT AN ACTUAL ORDER. THE TOTALS OF THIS SCENARIO WILL BE USED FOR COMPARING THE COSTS BID BY EACH VENDOR. THE CONTRACT AWARD WILL BE THE PERCENTAGES BELOW LIST OF THE SUCCESSFUL VENDOR.		
				BID OPENING DATE REMAINS: 07/12/2007		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 3 *****		
0001	1	LS		205-43		
				CISCO IP PHONE HARDWARE AND SOFTWARE		
				***** THIS IS THE END OF RFQ ISCG0197 ***** 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.

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

SCENARIO FOR PRICE COMPARISON ONLY

Model Number	Product Description	Cisco List Price	Qty	% Discount from List	Cisco Unit Cost After Discount	Cisco Extended Cost	SmartNet Unit Cost After Disc	SmartNet Extended Cost
UNITY-SVRLIC-UPG32	Unity UM or VM 4.0 upgrade server license from 16 to 32 sessions		1	%			N/A	N/A
UNITY-SVRLIC-UPMAX	Unity UM 4.0, upgrade server license form 32 to 72 sessions		1	%			N/A	N/A
UNITY-UM-USR-E	One Unity UM for Exchange User		750	%			N/A	N/A
CP-7961G	Cisco IP Phone 7961		410	%			N/A	N/A
SW-CCM-JUL-7961	License, Cisco IP Phone 7961		410	%			N/A	N/A
CP-7936	IP Conference Station w/external mic ports		9	%			N/A	N/A
SW-CCM-JUL-7936	User License for 7936		9	%			N/A	N/A
CP-PWR-CORD-NA	7900 Series Transformer Power Cord, North America		9	%			N/A	N/A
CP-7936-MIC-KIT=	Microphone Kit for 7936		7	%			N/A	N/A
CP-7970G	Cisco IP Phone 7970G, Global		15	%			N/A	N/A
CP-PWR-CORD-NA=	7900 Series Transformer Power Cord, North America		15	%			N/A	N/A
SW-CCM-JUL-7970	Call Manager License for single 7970 phone		15	%			N/A	N/A
CP-PWR-CUBE-3=	IP Phone Power Transformer for the 7900 phone series		15	%			N/A	N/A
CP-7914	7914 IP Phone Expansion Module		50	%			N/A	N/A
SW-IPCOMM-E1	Cisco IP Communicator Communications Client		50	%			N/A	N/A
SW-CCM-JUL-IPCOMM-E	Single Call Manager Unit License for IP Communicator		50	%			N/A	N/A
ATA186-I1-A	Analog Gateway		8	%			N/A	N/A
SW-CCM-JUL-ANA	Call Manager Unit license		8	%			N/A	N/A
ATACAB-NA	Spare ATA Power Cable		8	%			N/A	N/A
VG224	Analog Gateway		2	%			N/A	N/A
CP-SINGLEFOOTSTAND=	Foodstand Kit for one 7914		40	%			N/A	N/A
CP-DOUBLEFOOTSTAND=	Foodstand Kit for two 7914s		15	%			N/A	N/A
CP-PWR-CUBE-3	IP Phone Power Transformer Power Cord, North America		50	%			N/A	N/A
CP-PWR-CORD-NA	7900 Series Transformer Power Cord, North America		50	%			N/A	N/A
FL-SRST-380	Feat License Survivable Remote Site Telephony up to 480 phones		2	%			N/A	N/A
TOTALS						A=		B=

Note: **This scenario reflects part numbers that are representative of parts we will be ordering over the term of this contract but do not actually reflect an actual order. The totals of this scenario will be used for comparing the costs bid by each vendor. The contract award will be the percentages below list of the successful vendor.

Note: **Equal signs included in above part numbers reflect replacement parts.

Product	Total Cost	Actual Costs
Hardware/Software Costs	A=	% below list =
SmartNet Costs	B=	% below list =
10 hours of on-site support	C=	Hourly Rate =
TOTAL COST (A+B+C)		

- Above costs must include shipping and handling charges.