



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
 UNIFCOM08

PAGE
 1

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

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

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

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
11/27/2007				
BID OPENING DATE: 12/06/2007		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
***** ***** *****ADDENDUM NO. 2***** ***** UNIFCOM08 REVISED - EVALUATION COST SHEET, 2 PAGES ATTACHED. PLEASE NOTE: THE "BUNDLED" PRICING FOR UNIFIED COMMUNICATION PRODUCTS HAVE BEEN DISCONTINUED AND SEPARATE ORDER NUMBERS/PART NUMBERS ARE REQUIRED. ***** ***** *****END OF ADDENDUM NO. 2***** *****						

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

**UNIFCOM08
EVALUATION COST SHEET
Scenario 1**

System with 120 Voice and Web Conferencing Concurrent Users, 72 Videoconferencing Concurrent Users

DESCRIPTION	CISCO PRODUCT #	ALTERNATE VENDOR'S PART #	ALTERNATE VENDOR'S DESCRIPTION	VENDOR UNIT COST	% DISC	QTY	EXTENDED ONE-TIME COSTS	EXTENDED SUPPORT COSTS
SOFTWARE AND SOFTWARE SUPPORT MP-8106-120IP-E	Cisco MeetingPlace 8106 120V 60W IP Enterprise Bundle					1		
MP-WEBCONFWSW-6.0	Cisco Unified MeetingPlace Web Conferencing Rel 6.0 w/20 ul					3		
CAB-AC	Power Cord, 110V					2		
CON-SNTP-MP120IPE	SmartNet 24x7x4 MTPPLACE 8106 120V 60W IP Enterprise Bundle					1		
CON-ESW-MP120IPE	ESSENTIAL SW MTPPLACE 8106 120V 60W IP Enterprise Bundle					1		
CON-EDW-MPAUSWSW60	ESSENTIAL SW CSCO Unified MP AudioConf Svr sw rel 6					1		
CON-ESW-AUDIO30	ESSENTIAL SW MP Audio Conf User License Bundle 30 ULs					4		
CON-ESW-MPCONF60	ESSENTIAL SW Cisco Unified MP Conf Sched 6.0					1		
CON-ESW-MPDIR5.4	ESSENTIAL SW Unified MTPPLACE Directory Svcs Rel 5.4					1		
CON-ESW-MPEML 5.4	ESSENTIAL SW Unified MTPPLACE Email Notification 5.4 RQ					1		
CON-ESW-MPIP53	ESSENTIAL SW Unified MTPPLACE IP Gateway r5.3					1		
CON-ESW-MPIP53	ESSENTIAL SW Unified MTPPLACE IP Gateway r5.3					1		
CON-ESW-MPLANG54	ESSENTIAL SW Unified MTPPLACE Multilingual SW Rel 5.4					1		
CON-ESW-MPMOC6	ESSENTIAL SW Cisco Unified MTPPLACE for MOC r6.0					1		
CON-ESW-MPMT5UL6	ESSENTIAL SW Cisco Unified MTPPLACE MigTime 5UL r6.0					1		
CON-ESW-MPOUTLK6	ESSENTIAL SW Unified MTPPLACE for Outlook r6.0					1		
CON-ESW-MPVID5.4	ESSENTIAL SW Unified MTPPLACE VideoIntegration 5.4					1		
CON-ESW-MPEUL20	ESSENTIAL SW MP Web Conf User License Bndl 20 ULs					2		
CON-ESW-MPWEB60	ESSENTIAL SW Cisco Unified Meetingplace Web Conf					3		
CON-ESW-MPWEB60	ESSENTIAL SW Cisco Unified Meetingplace Web Conf					1		
UCSS-MP	UCSS MeetingPlace Bundle					1		
UCSS-MP-A-1-10	UCSS MeetingPlace Audio Licenses 1 year - 10 ul					2		
UCSS-MP-A-1-100	UCSS MeetingPlace Audio Licenses 1 year - 100 ul					1		
UCSS-MP-W-1-10	UCSS MeetingPlace Web Licenses 1 year - 10 ul					2		
UCSS-MP-W-1-100	UCSS MeetingPlace Web Licenses 1 year - 100 ul					2		

