

VENDOR

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State of West Virginia Department of Administration **Purchasing Division** 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

Request for Quotation

REQ NUMBER WEH80223

ADDRESS CORRESPONDENCE TO ATTENTION OF

ROBERTA WAGNER 304-558-0067

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HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL

454 MCDOWELL STREET WELCH, WV 24801

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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.
- 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.
- 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.
- **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
- HIPAA Business Associate Addendum The West Viginia 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.
- Unit prices shall prevail in cases of discrepancy.
- 5. All quotations are considered FOB 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



DATE PRINTED

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
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TERMS OF SALE

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PAGE 2

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HEALTH AND HUMAN RESOURCES WELCH COMMUNITY HOSPITAL

454 MCDOWELL STREET WELCH, WV 24801 304

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REQUEST FOR QUOTATION

STATE OF WEST VIRGINIA

Department of Health and Human Resources Welch Community Hospital RFO #WEH80223

GENERAL INFORMATION

Purpose:

The Acquisition and Contract Administration Section of the Purchasing Division "State" for the Department of Health and Human Resources, Bureau for Behavioral Health Facilities, Welch Community Hospital, "Agency" is soliciting Quotations to provide a service support agreement on radiology equipment for Welch Community Hospital

Project:

The mission or purpose of this project is to provide a service support agreement on equipment for the Radiology Department at Welch Community Hospital.

Schedule of Events:

Release of the RFQ	09/21/2007
Vendor's Written Questions Submission Deadline	.10/03/2007
Response to Questions/Addendum Issued	10/04/2007
Bid Opening Date	10/25/2007

OPERATING ENVIRONMENT

Location

Agency is located at Welch Community Hospital, 454 McDowell Street, Welch WV 24801

Background:

Welch Community Hospital is a 124 bed hospital, 59 of which are Long Term care beds. Acute care beds include: 8 Intensive care beds; 2 pediatric beds; 10 obstetrical beds and 45 medical/surgical beds. The hospital serves the counties of McDowell, Wyoming and Mingo with a total market population of about 83,000.

The following numbers represent the typical utilization encountered by the outpatient service area of Welch Community Hospital for the 2005 fiscal year:

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Emergency Room Patients - 9,956
Observation Visits – 1,725
Clinic Patients – 26,713
Surgeries – 454
Deliveries - 80
Laboratory Tests – 723,764
Radiology – 15,763
CAT Scans - 2,909
Ultrasound -1,802
Mammography – 564
Respiratory Tests – 29,293
Electrocardiograms - 4,818
Admissions -1,276
       Long Term Card ADC (56 Patients per day) – 94%
       Overall ADC (71 Patients per day) – 66%
Total Patient Days (20,296 Long Term Care and 5,445 Acute Care Days) - 25,741
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Outpatient Services Provided Are:

Primary Care and Family Practice in a Certified Rural Health Setting Pediatric Clinic
Newborn Care
Internal Medicine
Surgery
Emergency Room Services
Radiology Services Including:

Diagnostic
CAT Scan
Ultrasound
Mammography
MRI

EKG, Cardiac Doppler Studies, Stress Testing and Respiratory Therapy Services Laboratory Services

PROCUREMENT SPECIFICATIONS

General Requirements

The mission/purpose of this project is to provide a service/support agreement for Radiology equipment. Agreement is to include on-site equipment repairs, scheduled preventative maintenance (PM's) which are factory recommended. This should include labor and travel and exclude repair parts (which the hospital will purchase separately as needed).

Welch Community Hospital desires a Vendor with a proven track record for the providing necessary supplies and maintaining of equipment. Vendor must have provided such services for at least three (3) years.

Vendor shall provide references of at least three (3) clients from whom the vendor has utilized these services

Scope of Work:

The vendor is to quote providing of service support for radiology equipment at Welch Community Hospital, more specifically, vendor shall include, but not be limited to the following requirements:

- 1. Vendor shall provide routine coverage from 8:00 a.m. to 5:00 p.m. (excluding holidays).
- 2 Vendor shall have the ability to provide on site emergency repairs (outside coverage period) as needed
- 3. The vendor must ensure that a local engineer/technician is available to provide on site service within 2 hours of receiving a service call.
- 4. Vendor shall provide technical support via phone 24 hours per day 7 days per week.
- 5. The vendor must complete PM's on a monthly and/or bi-annual basis for the specified Radiology equipment as recommended by the manufacturer.
- 6 From time-to-time additional work is required that is not covered under the terms of this maintenance contract. Should this be required the contractor agrees to provide "non-preventative maintenance" work at the rate of \$______ per hour. Materials will be provided with a ______ % mark-up. (Not to exceed 10%.) Though there is no guarantee that "non-preventative maintenance" work will be required, as a basis for providing this bid, the vendor may assume that a total of seventy five (75) hours will be used, along with materials costing an estimated \$3,000.

- 7 The vendor must provide the hospital with copies of all maintenance service reports and other documents that describe the actual maintenance work performed on each item on equipment list
- 8. Services provided shall meet JCAHO compliance.
- 9 Hospital will notify vendor in advance if new equipment (equipment that may be purchased after the date of the contract and added only after new equipment warranty has been exhausted) is to be added to the equipment list. Pricing of any equipment added will be of mutual agreement between the vendor and the hospital via change orders and proper documentation of such
- 10 Equipment deleted from service agreement prior to the expiration of agreement will be removed by mutual agreement by vendor and hospital, and the contract amount will be reduced by the amount allotted for the equipment, prorated from the date of removal.
- 11. If it is determined that a piece of equipment has reached the end of it's service life, the vendor must notify the hospital in writing at which time it will be determined and mutually agreed upon if the piece of equipment will be maintained and repaired on a time and material basis
- 12. Payment will be made to the vendor on a monthly basis, in arrears for service.
- 13. Contract will be awarded to the successful bidder based on the grand total of all costs combined.
- 14. Successful bidder must be a registered bidder with the WV State Purchasing Division and the Secretary of States Offices, and any other entity that is required by West Virginia State Code including but not limited to section 21-11-2

Radiology Department Equipment List

Location: Radiology Department (*equipment configurations attached)

- 1. Marconi R/F System, Vector*
- 2. Marconi Elite 9000/5000 RF System*
- 3 Marconi RAD Meteor Mobile X-Ray Unit*
- 4 GE AMX 4 Mobile X-Ray Unit
- 5. Marconi CT Ultra Z Scanning System*
- 6 BXR Mark IV Film Copies
- 7. Kodak M6AW RP X-OMAT Film Processor
- 8 Kodak M7B RP X-OMAT Film Processor
- 9 Kodak Dry-view Laser, PACS 8100N
- 10. Kodak Dry-view Laser, PACS 8700N
- 11 Kodak 941OP Link Print Server
- 12. Toshiba Ultrasound Model SSH-140*
- 13. MIV Mammographic System

RADIOLOGY DEPARTMENT – Equipment List (Configurations) as follows:

UltraSound, Toshiba

Model #AG-7350 VCR, SVHS, Panasonic

Model 40, Imager, compact video

Model PLF-503NT, Transducer, Vascular Linear

Model PLF-703NT, Transducer, Linear, Vascular

Model PSF-25LT, Transducer, Cardiac Sector

Model PSF-37HT, Transducer, Sector, 3 75 MHz

Model PVF-575MI, Transducer, Convex, Abdominal

Model PVF-621VT, Transucer, Convex, Endovaginal

Model SSH-140A-32-12, Ultrasound System

Model UP-890MD, Printer, Gray Scale, Sony

Marconi R/F System, Vector

Object 93182, Monitor, Clsd Fram

Object Monitors/Crt, Monitors/Crt

Object Rf, Rf System

Object System, System

Marconi Elite 9000/5000 R/F System

Object 003915, Operator Console

Object 1278Be, 90/45 Elite Table

Object 1721C, Spottimer

Object 188097, Ut Beam Limit Devi

Object 3121B, Collimatic Iv

Object 354026, Colloimator Pwr Spp

Object 354266C, Table Power Supply

Object 355441A, Digital Spot System

Object 4318C, Ceiling Tubemount

Object 77156F, 15" Hrd Monitor

Object 77156H, 20" Monitor

Object 77379C, Avs Camera

Object 77381A, Avs Cclu

Object 77723, Samsung Text Monitor

Object 77933, H S Starter

Object 77979, H T Transformer

Object Avs, Avs Tv System

Object Collimators, Collimators

Object Elite 45, Elite 4500 R/F Sys

Object Film Media, Film Media

Objec High Voltage Generator, High Voltage Generator

Marconi RAD Meteor (Mobile X-Ray Unit)

Object 80090009, Meteor Mobile Unit

Object Collimators, Collimators

Object Meteor, Meteor X-Ray System

Object P180Hsg, Collimator

Object Product Locator Received, Product Locator Received

Object System, System

Marconi CT Ultra Z Scanning System

Object 171841, CH/Collimator Assy

Object 171850C, Patient Support

Object 177987, Final Assy. Xsc Plus

Object 178365, Crx400R Chassis

Object 362145, Cd Uz 1 1 Operating

Object 370002, Ultraz gantry B.O.M. 400R

Object 378334, Ch/21" Monitor (Pq/Vq)

Object 83952, Laser

Object 83952, Laser

Object 83952, Laser

Object Collimator, Collimators

Object Console, Console

Object Gantry, Gantry

Object High Voltage Generator, High Voltage Generator

Object Monitors/Crt, Monitors with Crt

Object Patient Support, Patient Support

Object Product Locator Received, Product Locator Received

Object Software, Operating Software

Object System, System

Object Ultraz, Ultraz (Pq2000Plus)

Object Virtual Objects, Virtual Objects

Radiology Department (* equipment configuration attached)
Payment will be made to the vendor on a monthly basis, in arrears for service.

Estima Item #	ited Quant	ity Description:	Monthly Cost	Annual Cost
	-	•		
1	1 ea.	Marconi R/F System, Vector (without tube coverage)*	\$	\$
2.	1 ea.	Marconi Elite 9000/5000 RF System (without tube coverage)*	\$	\$
3.	1 ea	Marconi RAD Meteor Mobile X-Ray Unit (without tube coverage)*	\$	\$
4	1 ea	G.E. AMX 4 Mobile X-Ray Unit (without tube coverage)	\$	\$
5	1 ea.	Marconi CT Ultra Z Scanning System (without tube coverage)*	\$	\$
6.	1 ea.	BXR Mark IV Film Copier	\$	\$
7.	1 ea.	Kodak M6AW RP X-OMAT Film Processor	\$	\$
8.	1 ea.	Kodak M7B RP X-OMAT Film Processor	\$	\$
9	1 ea.	Kodak Dry-view Laser, PACS 8100N	\$	\$
10	1 ea.	Kodak Dry-view Laser, PACS 8700N	\$	\$
11	1 ea.	Kodak 941OP Link Print Server	\$. \$
12.	1 ea.	Toshiba Ultrasound Model SSH-140*	\$	\$
13.	1 ea	MIV Mammographic System	\$. \$
		valuation purposes only	Hourly Rate:	Annual
14.	Costs: 75 hrs	Estimated Technician Rate for Non-Preventative Maintenance Work, for evaluation purposes only This is an estimate only and actual hours needed at the facility will be provided by the successful bidder, whether it be more or less. This hourly rate will remain firm for the life of the contract.	\$	\$

WEH - Service Support/Radiology Equipment

For 6	\$3,000 X Parts shall be provided at cost plus% mark-up= (Not to exceed 10%)	Annual Parts Cost Estimate:
	All Annual Cost Grand Total	\$

RFQ No	WEH80223
DEG NO.	***

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 owned 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:

Purchasing Affidavit (Revised 04/15/07)