



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
IP08

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
06/27/2008				
BID OPENING DATE: 07/08/2008		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
*****ADDENDUM NO. 3*****						
1.				IP08 QUESTIONS AND ANSWERS, 10 PAGES ATTACHED.		
2.				VENDOR MAY BE REQUIRED TO FOR SET-UP SERVICE FOR WEST VIRGINA STATE POLITICAL SUBDIVISIONS.		
3.				BID OPENING DATE WILL NOT BE EXTENDED.		
4.				IP08 PRICING PAGES ATTACHED.		
*****END OF ADDENDUM NO. 3*****						

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'

1. **General Terms & Conditions RFQ and RFP, Section 6:** Acceptance of goods or services appears to be undefined. Will the State allow Vendor to clarify or otherwise define when acceptance occurs? For example, acceptance of goods and or services occurs upon delivery or after a reasonable amount of time (10 days) after delivery.

Acceptance of goods and/or services will occur upon delivery or after a reasonable amount of time (10 days) after delivery unless the order is over 20 personal computers and to be delivered to various locations. In this situation, "a reasonable amount of time" shall not exceed 30 days.

2. **General Terms & Conditions RFQ and RFP, Section 6:** Vendor assumes that payment terms are identified in the West Virginia Code. If not, may Vendor define payment terms in its proposal response? For example, the State shall pay Vendor with 30 days from Vendor's date of invoice.

Payment terms are defined in the Prompt Payment Plan of 1995 described in State Code (7-5-7).

3. **General Terms & Conditions RFQ and RFP, Section 10 and "CANCELLATION" section on RFQ page 3:** Vendor assumes that the State will pay Vendor for products and services delivered up to the effective date of termination. Will the State permit Vendor to clarify this point in its proposal?

State agencies will pay for products delivered and accepted up to the effective date of termination. If the products have been shipped but do not conform to the specifications of the bid, the products will be returned at the vendor's expense.

4. **General Terms & Conditions RFQ and RFP, Section 14:** Vendor assumes that HIPAA is not applicable to the products and services proposed by Vendor hereunder. Can the State please confirm that HIPAA will not be applicable to a contract awarded hereunder?

State agencies will not be disclosing Protected Health Information to the vendor; thus, the HIPAA requirements do not apply.

5. **Part 1, Section 1.4:** The RFQ contemplates that a separate contract document will be agreed upon and executed by the successful Vendor and the State. Given the products and services offered, there are a number of terms and conditions that are generally included within agreement of this type that are not included in the RFQ and RFP. For example, the RFQ and RFP do not contain terms and conditions addressing acceptance, warranties, or liability. Accordingly, Vendor would like an opportunity to include certain additional terms and conditions for discussion with the State and inclusion in the final contract. Will the State permit Vendor to include such additional terms and conditions in its proposal?_

It is our intent that the RFQ and the Vendor's response comprise the contract. If the vendor plans to add terms and conditions, the WV-96 (Agreement Addendum) provisions must be included in the discussions. The State will review additional terms and conditions but will have the option of accepting or rejecting them.

6. **Part 1, Section 1.5:** Vendor may use its existing network of subcontractors to perform certain support services. Will the State agree that the State's consent will not be required for such existing subcontractors, or at least agree that such consent will not be unreasonable withheld?

The vendor may choose its own subcontractors. The State agencies need to know who is coming to their location to work on their equipment. Consent will not be unreasonably withheld.

7. **Part 1, Section 1.6:** Vendor believes that a system involving penalties is unnecessary to ensure that we meet or exceed the levels of service and performance required by the State. Likewise, Vendor does not require incentives to ensure that our personnel will perform to their maximum capability and provide the highest value per dollar invested by the State. It has been Vendor's experience that an agreement involving penalties is not conducive to establishing a successful partnering relationship, and often creates unnecessary barriers to effective communication and performance. Vendor has a strong record of customer satisfaction based on continuing communication and adjustment (where necessary), and does not feel that any significant problems will arise in regard to meeting agreed-upon service level commitments. Accordingly, will the State allow Vendor to take exception to the liquidated damages provisions of the RFQ and RFP?

No. Although we hope to never invoke liquidated damages, we feel it is a necessary protection.

8. **Part 3, Section 3.1.1:** This section reads in part "*Vendors MUST provide detailed specification sheets for all requested products preferably with the bid. Vendor's bid cannot be evaluated until specification sheets are provided.*" Vendor's "detailed" product specification documents are very lengthy (214 total pages for all proposed devices), but our product data sheets that contain an overview with specifications are not as lengthy (8 pages total for all). Given the State's desire expressed during the Pre-bid Conference on June 19 for one copy that can be faxed, does the State still desire the detailed product specification documents with the bid? Vendor is happy to provide these documents with the proposal or outside the proposal (e.g., ship hard copies separately with soft copies on CD-ROM), or we can provide website URLs to this information.

Vendors must provide the URL pointing to the detailed specification sheets for all products bid.

9. **Part 3, Section 3.2.1 - Deliver and Acceptance -** May vendor respond as equal but adding to be excused from performance either in its entirety or excused for delayed performance, in the event performance is delayed due to one of the following causes, or some other similar non-enumerated clause: (1) acts of God or of the public enemy, (2) acts of the U.S. Government in its sovereign capacity, (3) fires, (4) floods, (5) epidemics, (6) quarantine restrictions, (7) strikes, (8) freight embargoes, (9) product shortages, (10) unusually severe weather. In each instance, the failure to perform must be beyond the control and without the fault or negligence of the vendor.

Yes

10. **Part 3, Section 3.4.3 -** If a Vendor requires a valid verification of authorization in electronic or physical written format to benefit both parties from potential fraud, can the Vendor respond as "Equal" since all other formats of orders noted in section 3.4.3 are acceptable? ,

Yes, the vendor should respond that they can meet the mandatory requirement but will require a valid verification of authorization in electronic or physical written format.

11. **Part 3, Section 3.4.6 -** May Vendor respond with the WSCA terms since those terms incorporate West Virginia standard terms WV-96 and would allow the State to simply enter into an amendment to the West Virginia WSCA Participating Addendum incorporating the RFQ and RFP notebook and desktop configuration standards?

The Vendor may respond requesting to use the already agreed upon WSCA terms and conditions but the vendor must respond to the requirements of this RFQ and provide the pricing as requested.

12. WSCA Pricing: In the Mandatory Pre-Bid Conference the State made a verbal reference to a mandatory requirement for the vendor to provide WSCA pricing. Would the State please identify where the vendor can find the requirements in the RFQ document and what document/attachment the mandatory information is to be provided?

Section 3.4.6 states that the State has the option of using WSCA. In the pre-bid conference, we noted that on a previous bid, a vendor's bid just pointed to WSCA without really responding to the bid and we noted that this is not acceptable.

13. Part 3, Section 3.5.1 - With regard to the requirement for dedicated representatives for both sales and technical support, does the State of West Virginia require that technical resources be assigned and utilized to support the State of West Virginia account only, or will the vendor be compliant if they provide "priority access" to technical support resources?

The Vendor must provide a dedicated representative that the State agencies may contact in regard to sales and technical support. The technical resources should be capable of resolving some problems but if someone must come on site, priority access is acceptable.

14. Standard Desktop. Would you consider 2 1gb dimms vs 1 2gb dimm in this configuration? Using 1gb dimms will allow for cost savings and our towers have 4 memory slots so utilizing the lower cost option would not prevent upgrading at a later date as you would have 2 available slots.

No, we believe that the 2GB Dimm is the better choice for the State agencies.

15. Q33 is an old chipset. Do you intend to stay at current technology levels with the Q35.

The Q33 is the minimum configuration required for the Standard Desktop but the Vendor may bid equal to or better than. We expect the technology to continue to be upgraded throughout the contract term but each replacement will have to be equal to or better than at the same price or lower.

16. Is there a reason that a different minimum chipset was specified for the Standard Desktop (Q33) and the Power User Desktop (Q35) when a different operating system image would be required for each? While the price of a Q33 equipped desktop may be slightly lower than a Q35 desktop, is any consideration given by the difference in imaging and support costs?

The Q33 is the minimum configuration required for the Standard Desktop but the Vendor may bid equal to or better so if you want to bid the Q35 for both the Standard Desktop and the Power User Desktop that would be acceptable. As far as the image, the FSB MHZ and level 2 cache are significantly different in the Q33 and Q35, so we felt that would be a cost issue.

17. Would the State change the chipset requirement to include the G31 and x31 class Intel chipsets? These chipsets are newer than the proposed Q33 and have a longer life cycle and similar functionality.

No. Upon review, these chipsets are slightly lower than the Q33 chipset. The Q33 has a higher FSB s-peed and more memory for graphics. If you propose a newer chipset, remember that it must be equal to or better than the Q33.

18. Power Desktop. Do you want video dongles included in configuration. Config is

not currently requesting any but current standard includes dual VGA which is being utilized by many agencies

Not all power users utilize the dual monitors, so having the "Y" dongle included is not necessary, if the video on the system only has DVI, then yes a DVI to VGA connector must be included for single monitor hookup, but a Part number and price on the accessory page is required for the "Y" adapter dual monitor cable.

19. Wireless. Do you have a requirement on wireless cards, Intel, Broadcom etc?

We use Intel internal wireless cards.

20. Our traveler notebook has a built in optical drive that limits the amount of space inside our notebook. This design allow for more flexibility in a very small package. Will one memory slot be acceptable in the Traveler Notebook?

No

21. Will a Traveling worker notebook that has only 2 memory slots be acceptable?

Yes

22. This question is concerning the powered USB hub that is required for notebook and tablet that do not have 3 USB ports. Are you requesting that the USB hub is transferring power from the powered USB port or do you need a USB hub that has an external power supply that will have to be plugged into A/C power?

The thought behind a POWERED USB hub is. If a laptop has less than 3 USB ports, most likely it cannot handle as many USB options that require power. If the USB hub supplied can provide power to at least two other units without having to have external power, 2 USB ports plus a powered USB hub will meet this requirement.

23. Would you consider modifying specs to be specific in screen size and weight? Industry standard for ultra portables is 12.1" display under 4 lbs so you are opening up the possibility of some quoting non-portables that fall within the requirements.

We have changed the weight for the traveling worker notebook to 3 to 5 pounds.

24. Tablet. Will you accept Standard aspect screens vs wide. The ThinkPad X61tablet is the industry's most awarded tablet ever and currently ranked #1 by PC Magazine but we offer only XGA and SXGA +, not WXGA or WSXGA+.

XGA and SXGA will be acceptable.

25. Monitors: In the Mandatory Pre-Bid Conference the State made a verbal statement that the State has standardized on View Sonic 17 and 19 inch monitors. Is this a proprietary purchase? Can a vendor offer another manufacturer that meets or exceeds the functional features of the View Sonic Monitors for the RFQ?

The Vendor is expected to offer their choice of monitor. Some agencies prefer the ViewSonic monitors but they can buy them off of the SIP08 contract. Agencies are only buying 19" monitors. Agencies are required to buy the personal computers from IP08 but have the option of buying the monitors on IP08 or SIP08.

26. General: How many hardcopies does the State want of the response? Does the State want a CD of the response?

The Vendor must provide two (2) hardcopies and 1 CD.

27. Proposal submission method: In the Pre-bid Conference, the State changed the submission method to include fax. Given the inherent problems that can occur with fax submittal (paper jams, paper runs out, fax busy signals, etc.), will the State accept e-mail submission instead of fax? If yes, please provide the e-mail address for submission and your e-mail size and format limitations (e.g., accept zipped files?).

No

28 Due to Open Records, rather than including a non disclosure statement that would protect the entire response, is it the wishes of the State to have us just mark the (1) section that would be considered confidential (product roadmaps) as such? If so, would you like us to submit that section either separately so it can remain separate from the rest of the response, or just on its own page so it could be omitted if an Open Records request is initiated and our response has to be provided?

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14. Standard Desktop. Would you consider 2 1gb dimms vs 1 2gb dimm in this configuration? Using 1gb dimms will allow for cost savings and our towers have 4 memory slots so utilizing the lower cost option would not prevent upgrading at a later date as you would have 2 available slots

For any system that is 2GB, it should be one DIMM, for any system that is 4GB, it may be two 2GB dims.

15. Is there a reason that a different minimum chipset was specified for the Standard Desktop (Q33) and the Power User Desktop (Q35) when a different operating system image would be required for each? While the price of a Q33 equipped desktop may be slightly lower than a Q35 desktop, is any consideration given by the difference in imaging and support costs?

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17. Wireless. Do you have a requirement on wireless cards, Intel, Broadcom etc

Once again we would like to stay with INTEL if possible. One of our agencies has to have INTEL cards for wireless to work.

18. Our traveler notebook has a built in optical drive that limits the amount of space inside our notebook. This design allow for more flexibility in a very small package. Will one memory slot be acceptable in the Traveler Notebook?

Since all Notebooks / Laptops are at 2GB this would mean that if we needed to upgrade we would be discarding a 2GB module, and paying higher price for larger Dimm. Also the only notebooks I know of with only one memory slot are ones with integrated system memory on the motherboard which can't be upgraded.
2 slot minimum is required.

19. This question is concerning the powered USB hub that is required for notebook and tablet that do not have 3 USB ports. Are you requesting that the USB hub is transferring power from the powered USB port or do you need a USB hub that has an external power supply that will have to be plugged into A/C power?

The thought behind a POWERED USB hub is. If a laptop has less than 3 USB ports, most likely it cannot handle as many USB options that require power. For on the road traveling, it should be no problem. For in an office environment if the dockstation has a powered hub integrated with more than 2 USB, then that should be fine, otherwise the USB hub needs to be powered.

20. Tablet. Will you accept Standard aspect screens vs wide. The ThinkPad X61tablet is the industry's most awarded tablet ever and currently ranked #1 by PC Magazine but we offer only XGA and SXGA +, not WXGA or WSXGA+.

SXGA +/- XGA will be acceptable.

21. Monitors: In the Mandatory Pre-Bid Conference the State made a verbal statement that the State has standardized on View Sonic 17 and 19 inch monitors. Is this a proprietary purchase? Can a vendor offer another manufacturer that meets or exceeds the functional features of the View Sonic Monitors for the RFQ?

We revised this in the meeting to 19" and above. 17" is being phased out.

The Vendor is expected to offer their choice of monitor. Some agencies prefer the ViewSonic monitors but they can buy them off of the SIP08 contract. Agencies are required to buy the personal computers from IP08 but have the option of buying the monitors on IP08 or SIP08.

22. General: How many hardcopies does the State want of the response? Does the State want a CD of the response?

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Bids can not be submitted via e-mail.

24 Due to Open Records, rather than including a non disclosure statement that would protect the entire response, is it the wishes of the State to have us just mark the (1) section that would be considered confidential (product roadmaps) as such? If so, would you like us to submit that section either separately so it can remain separate from the rest of the response, or just on its own page so it could be omitted if an Open Records request is initiated and our response has to be provided?

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ATTACHMENT A

DESKTOP CONFIGURATION - STANDARD

Component	Minimum Specifications	Vendor's Specifications	Unit Cost	% Discount	Purchase Cost
Processor	Core2Duo E6550/E7000 or above				
Chipset	Intel Q33				
Memory	2GB DDR2*				
Hard Drive	80GB SATA or SATA II				
Optical Drive	CDRW/DVD Reader				
Graphics	Integrated				
Floppy	(Optional)				
USB Ports	Four rear, two front				
NIC	Integrated 10/100/1,000				
Serial Ports	One (optional)				
Parallel Ports	One				
Warranty	Four years, on-site				
				Total Cost:	

*All memory should be at the largest possible denomination for future upgrade, leaving at least one slot open.

ATTACHMENT B

DESKTOP CONFIGURATION – POWER USER

Component	Minimum Specifications	Vendor's Specifications	Unit Cost	% Discount	Purchase Cost
Processor	Core2Duo E6850-E8400				
Chipset	Intel Q35				
Memory	4GB DDR2*				
Hard Drive	120 GB or more SATA or SATA II				
Optical Drive	CDRW/DVD+-RW				
Graphics	PCI Express 256 Mb				
Floppy	(Optional)				
USB Ports	Four rear, two front				
NIC	Integrated 10/100/1,000				
Serial Ports	One				
Parallel Ports	One				
Warranty	Four years, on-site				
				Total Cost:	

*All memory should be at the largest possible denomination for future upgrade, leaving at least one slot open.

ATTACHMENT C

NOTEBOOK CONFIGURATION: STANDARD

Component	Minimum Specifications	Vendor's Specifications	Unit Cost	% Discount	Purchase Cost
Processor	Core2Duo T7250				
Chipset	965GM				
Memory	2 GB DDR2*				
Hard Drive	80GB				
Optical Drive	CDRW/DVD Reader				
Graphics	Integrated				
Display Size	14-inch or 15-inch wide				
Resolution	XGA				
USB Ports	At least two				
NIC	Integrated 10/100/1,000				
Modem	Integrated 56 Kbps				
Wireless	802.11n Draft 2.0				
Bluetooth	Bluetooth Wireless Technology				
Extra Battery	No				
Weight	5.75 to 6.5 pounds				
Warranty	Four years, on-site				
				Total Cost:	

*All memory should be at the largest possible denomination for future upgrade, leaving at least one slot open.

ATTACHMENT D

NOTEBOOK CONFIGURATION – DAY EXTENDER:

DAY EXTENDER: Users who use their notebooks in the office, taking them home in the evening or over the weekend to do extra work. These notebooks are usually taken “from plug to plug” using electrical power and minimizing the requirements for long battery life.

Component	Minimum Specifications	Vendor's Specifications	Unit Cost	% Discount	Purchase Cost
Processor	Core2Duo T7700				
Chipset	965PM				
Memory	2GB DDR2*				
Hard Drive	80 GB				
Optical Drive	CDRW/DVD Reader				
Graphics	Discrete				
Display Size	15.4-inch wide				
Resolution	WSXGA+				
USB Ports	At least three				
NIC	Integrated 10/100/1,000				
Modem	Integrated 56 Kbps				
Wireless	802.11n Draft 2.0				
Bluetooth	Bluetooth Wireless Technology				
Extra Battery	Optional				
Weight	5.75 to 6.5 pounds				
Warranty	Four Years, on-site				
			Total Cost:		

*All memory should be at the largest possible denomination for future upgrade, leaving at least one slot open.

ATTACHMENT E

NOTEBOOK – TRAVELING WORKER

TRAVELING WORKER: Users who are out of the office as much as 80% of the time. They tend to carry their notebooks most of the day and will often work in many diverse locations. For these users, weight and battery life are important selection criteria, along with performance and price.

Component	Minimum Specifications	Vendor's Specifications	Unit Cost	% Discount	Purchase Cost
Processor	Core2Duo T7500 U7500 or U7600 for 12.1 inch display				
Chipset	965GM				
Memory	2 GB DDR2*				
Hard Drive	120GB				
Optical Drive	CDRW/DVD+-RW				
Graphics	Integrated				
Display Size	14.1-inch or 12.1-inch wide				
Resolution	WXGA+ or WXGA				
USB Ports	At least three				
NIC	Integrated 10/100/1,000				
Modem	Integrated 56 Kbps				
Wireless	802.11n Draft 2.0				
Bluetooth	Bluetooth Wireless Technology				
Extra Battery	Yes				
Weight	3.5 to 5.75 3 to 5 pounds				
Warranty	Four years, on-site				
			Total Cost:		

*All memory should be at the largest possible denomination for future upgrade, leaving at least one slot open.

ATTACHMENT F

TABLET:

Component	Minimum Specifications	Vendor's Specifications	Unit Cost	% Discount	Purchase Cost
Processor	Core2Duo 7500				
Chipset	965GM				
Memory	2 GB DDR2*				
Hard Drive	80GB				
Optical Drive	CDRW/DVD Reader				
Graphics	Integrated				
Display Size	12.1-inch				
Resolution	XGA, SXGA, WXGA or WXGA+				
USB Ports	At least three				
NIC	Integrated 10/100/1,000				
Modem	Integrated 56 Kbps				
Wireless	802.11n Draft 2.0				
Bluetooth	Bluetooth Wireless Technology				
Extra Battery	Yes				
Weight	Less than 5 pounds				
Warranty	Four years, on-site				
			Total Cost:		

*All memory should be at the largest possible denomination for future upgrade, leaving at least one slot open.

ATTACHMENT G

MISCELLANEOUS COMPONENTS

Component	Vendor Specifications	Unit Cost	% Discount	Purchase Cost
1GB Memory (single)				
2GB Memory (single)				
External Floppy Drive (USB)				
External 80GB USB Portable Drive (USB)				
External 120GB USB Portable Drive (USB)				
External Enhanced Keyboard (USB)				
External 2-button mouse w/scroll (USB)				
Targus Nylon Carrying Case				
Targus Leather Carrying Case				
6 cell battery				
8 cell battery				
9 cell battery				
AC Adapter				
Port Replicator				
Full Docking Station				
Monitor Stand				
AC/DC Combo Adapter				
USB 2GB Memory Thumb Drive (stick)				
External Speakers				
Integrated 56K Fax Modem				
Accidental Damage Coverage for all Laptops/Tablets				

ATTACHMENT H

SERVICES

Service	Cost
Image Load per Machine	
Shipping Charge per machine	
Asset Tagging per machine	

ATTACHMENT I

OPTIONAL HARDWARE -- This equipment will be purchased at the option of the agency.

Vendor Specifications	Unit Cost	% Discount	Purchase Cost

ATTACHMENT J

COST EVALUATION

Please transfer the totals from the following Attachments to this page. The Cost Evaluation points will be calculated using the total cost below.

ATTACHMENT A	\$ _____	x 3,200 standard desktop pcs =	\$ _____
ATTACHMENT B	\$ _____	x 550 power user desktop pcs =	\$ _____
ATTACHMENT C	\$ _____	x 350 standard notebooks =	\$ _____
ATTACHMENT D	\$ _____	x 350 day extender notebooks =	\$ _____
ATTACHMENT E	\$ _____	x 350 traveling notebooks =	\$ _____
ATTACHMENT F	\$ _____	x 150 tablets =	\$ _____
ATTACHMENT G	\$ _____		\$ _____
ATTACHMENT H	\$ _____	x 3,000 machines =	\$ _____
TOTAL			\$ _____