



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
 MV09

PAGE
 1

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

RFQ COPY
 TYPE NAME/ADDRESS HERE

PICKUP

SHIP TO

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

DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
09/08/2008				

BID OPENING DATE: 09/16/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** ADDENDUM NO. 3 ***** 1. SMALL PICKUPS (CLASS 9,10,11,17 AND 17A) SEATING REQUIREMENT NOW STATES "STANDARD SEATING". SEE ATTACHED. 2. CLASS 33 STANDARD REQUIREMENT - STEP BUMPER HAS BEEN REMOVED. ***** 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'

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 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

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 case 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: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130

CLASS 33 TRUCK
 Chassis Cab, 4 Wheel Drive,
 Diesel Engine, 17,500 GVWR, Dual Rear Wheels
 Includes but is not limited to: Ford F550, GMC Topkick

Vendor Name: _____

Manufacturer / Brand _____
 Delivery _____
 Model Name & Number _____

2WD

4WD

HP TORQUE

HP TORQUE

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Standard Equipment Requirements:

Engine	MIN: 300 HP 520 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Full Size w/Jack
Air Conditioning	Installed
Seating Capacity 2	Passenger Seat
Front Air Bags	Installed

2WD

4WD

Price Each 141" WB (60" Cab-to-Axle)

\$ _____

\$ _____

Price Each 165" WB 84" C/A

\$ _____

\$ _____

Options:

1 Off Road Package Including Limited Slip Rear, Includes:

\$ _____

\$ _____

Axle-trac-lok differential	\$	\$
Engine Cooling - heavy duty	\$	\$
Skid plate Group	\$	\$
Suspension - Heavy Duty w/Gas Shocks	\$	\$
All Terrain Tires	\$	\$
Engine Cooling Heavy Duty	\$	\$

↑ ↑
Enter off road package totals above

2 AM/FM w/ CD Player

\$ _____

\$ _____

3 Shop/Service Manual

\$ _____

\$ _____

4 CD Service Manual

\$ _____

\$ _____

5 Tilt Wheel & Cruise Control

\$ _____

\$ _____

6 Back-Up Alarm

\$ _____

\$ _____

7 HD Suspension - GVWR: _____

\$ _____

\$ _____

8 Flat Bed 141" Each

\$ _____

\$ _____

9 Flat Bed 165" Each

\$ _____

\$ _____

10 Dump Bed 141" Each

\$ _____

\$ _____

11 Dump Bed 165" Each

\$ _____

\$ _____

12 Slush/All Weather Mats (Driver & Passenger)

\$ _____

\$ _____

13 Slush/All Weather Mats (Second Row)

\$ _____

\$ _____

14 Slush/All Weather Mats (Cargo)

\$ _____

\$ _____

15 Side Air Bag

\$ _____

\$ _____

16 Amber Bar Light

\$ _____

\$ _____

17 Cab Stripping

\$ _____

\$ _____

18 Sliding Rear Window

\$ _____

\$ _____

19 Exterior Colors

\$ _____

\$ _____

20 Gas Engine 6.8 Liter V-10 (Deduct)

\$ -

\$ -

21 Manual Transmission w/Overdrive (Deduct)

\$ -

\$ -

22 FOB Dealership: (Deduct)

\$ -

\$ -

23 Delete Floor Mats (Deduct)

\$ -

\$ -

24 Delete Cloth Seats (Deduct)

\$ -

\$ -

25 FOB Other than Metro Charleston - Per Mile

\$ _____

\$ _____

26 Available Axle Ratios

\$ _____

\$ _____

1. _____

2. _____

3. _____

CLASS 10 TRUCK
 Small Pickup, 2 Wheel Drive, Extended Cab,
 4200 GVWR, Short Bed
 Includes but is not limited to: Ford Ranger, Toyota Tacoma, Mazda B2300

Vendor Name: _____

Manufacturer / Brand _____
 Delivery _____
 Model Name & Number _____

Standard Equipment Requirements:

Engine	MIN: 200 HP 225 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Cargo Box	Fleetside
Bumper	Rear Step Factory Installed
Tires	All Season
Spare Tire	Included - w/Jack
Air Conditioning	Installed
Front Seat	Standard seating
Standard Floor Covering	Installed
Front Air Bags	Installed

HP	TORQUE

Price Each Gasoline \$ _____
 Price Each Flex Fuel \$ _____

EPA HGWHY	EPA CITY

Options:

1	AM/FM w/ CD Player	_____	\$ _____
2	Shop/Service Manual	_____	\$ _____
3	CD Service Manual	_____	\$ _____
4	Limited Slip Rear End	_____	\$ _____
5	Tilt Wheel & Cruise Control	_____	\$ _____
6	Keyless Entry	_____	\$ _____
7	Power Windows / Power Locks	_____	\$ _____
8	Exterior colors	_____	\$ _____
9	Side Air Bags	_____	\$ _____
10	Slush/All Weather Mats (Driver & Passenger)	_____	\$ _____
11	Slush/All Weather Mats (Second Row)	_____	\$ _____
12	Slush/All Weather Mats (Cargo)	_____	\$ _____
13	Slide Rear Window	_____	\$ _____
14	Front seat bench	_____	\$ _____
15	Bed Liner	_____	\$ _____
16	Manual Transmission w/Overdrive (Deduct)	_____ →	\$ -
17	Delete Cloth Seats (Deduct)	_____ →	\$ -
18	Delete Carpet (Deduct)	_____ →	\$ -
19	FOB Dealership: (Deduct)	_____ →	\$ -
20	FOB Other than Metro Charleston - Per Mile	_____	\$ _____

Additional Information:

CLASS 11 TRUCK
 Small Pickup, 2 Wheel Drive,
 4200 GVWR, Short Bed

Includes but is not limited to: Ford Ranger, Toyota Tacoma, Mazda B2300

Vendor Name: _____

Manufacturer / Brand _____
 Delivery _____
 Model Name & Number _____

Standard Equipment Requirements:

Engine	MIN: 148 HP 180 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Cargo Box	Fleetside
Bumper	Rear Step Factory Installed
Tires	All Season
Spare Tire	Included - w/Jack
Air Conditioning	Installed
Front Seat	Standard seating
Rubber Floor Covering	Installed
Front Air Bags	Installed

HP	TORQUE

Price Each Gasoline \$ _____
 Price Each Flex Fuel \$ _____

EPA HGWAY	EPA CITY

Options:

1 AM/FM w/ CD Player	_____	\$ _____
2 Shop/Service Manual	_____	\$ _____
3 CD Service Manual	_____	\$ _____
4 Tilt Wheel & Cruise Control	_____	\$ _____
5 Limited Slip Rear End	_____	\$ _____
6 Keyless Entry	_____	\$ _____
7 Power Windows / Power Locks	_____	\$ _____
8 Exterior colors	_____	\$ _____
9 Slide Rear Window	_____	\$ _____
10 Long Bed	_____	\$ _____
11 Slush/All Weather Mats (Driver & Passenger)	_____	\$ _____
12 Slush/All Weather Mats (Second Row)	_____	\$ _____
13 Slush/All Weather Mats (Cargo)	_____	\$ _____
14 Bed Liner	_____	\$ _____
15 Side Air Bag	_____	\$ _____
16 Optional Engine	_____	\$ _____
17 Manual Transmission w/Overdrive (Deduct)	_____ →	\$ -
18 Remove Console (Delete) (Console between seats)	_____ →	\$ -
19 Delete Cloth Seats (Deduct)	_____ →	\$ -
20 Delete Carpet (Deduct)	_____ →	\$ -
21 FOB Dealership: (Deduct)	_____ →	\$ -
22 FOB Other than Metro Charleston - Per Mile	_____	\$ _____

Additional Information:

CLASS 17 TRUCK
 Small Pickup, 4 Wheel Drive,
 Extended Cab, 4700 GVWR
 Includes but is not limited to: GMC Canyon, Chevrolet Colorado

Vendor Name: _____

Manufacturer / Brand _____
 Delivery _____
 Model Name & Number _____

Standard Equipment Requirements:

Engine	MIN: 207 HP 225 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Cargo Box	Fleetside
Bumper	Rear Step Factory Installed
Tires	All Season
Spare Tire	Full Size w/ Jack
Air Conditioning	Installed
Front Seat	Standard seating
Auto Locking Hubs	Installed
Standard Floor Covering	Installed
Front Air Bags	Installed

HP	TORQUE

Price Each Gasoline \$ _____
 Price Each Flex Fuel \$ _____

EPA HGWAY	EPA CITY

Options:

1 Off Road Package Including Limited Slip Rear, Includes:		\$ _____
Axle-trac-lok differential	\$ _____	} Enter total off road pkg above
Engine Cooling - heavy duty	\$ _____	
Skid plate Group	\$ _____	
Suspension - Heavy Duty W/gas Shocks	\$ _____	
All Terrain Tires	\$ _____	
Tow Hooks	\$ _____	
2 AM/FM w/ CD Player	\$ _____	
3 Shop/Service Manual	\$ _____	
4 CD Service Manual	\$ _____	
5 Tilt Wheel & Cruise Control	\$ _____	
6 Keyless Entry	\$ _____	
7 Power Windows / Power Locks	\$ _____	
8 Limited Slip Rear End	\$ _____	
9 Engine V8: Size _____	\$ _____	
10 Tow Package	List items included in this group	\$ _____
11 Side Air Bags	\$ _____	
12 Bend front seat	\$ _____	
13 Exterior colors	\$ _____	
14 Slide Rear Window	\$ _____	
15 Long Bed	\$ _____	
16 Slush/All Weather Mats (Driver & Passenger)	\$ _____	
17 Slush/All Weather Mats (Second Row)	\$ _____	
18 Slush/All Weather Mats (Cargo)	\$ _____	
19 Front seat bench	\$ _____	
20 Bed Liner	\$ _____	
21 Carpet Interior	\$ _____	
22 Manual Transmission w/Overdrive (Deduct)	\$ -	
23 Delete Floor Mats (Deduct)	\$ -	
24 Delete Cloth Seats (Deduct)	\$ -	
25 Delete Carpet (Deduct)	\$ -	
26 Remove Console (Delete) (Console between seats)	\$ -	
27 FOB Dealership: (Deduct)	\$ -	
28 FOB Other than Metro Charleston - Per Mile	\$ _____	

Additional Information: _____

CLASS 17A TRUCK
 Midsize Pickup, Front-Hinged, Full Size Doors,
 4 Wheel Drive, 4 Door Crew Cab, 4850 GVWR
 Includes but is not limited to: GMC Canyon, Chevrolet Colorado

Vendor Name: _____

Manufacturer / Brand _____
 Delivery _____
 Model Name & Number _____

Standard Equipment Requirements:

Engine	MIN: 210 HP 225 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Cargo Box	Fleetside
Bumper	Rear Step Factory Installed
Tires	All Season
Spare Tire	Full Size w/Jack
Air Conditioning	Installed
Front Seat	Standard Seating
Auto Locking Hubs	Installed
Standard Floor Covering	Installed
Front Air Bags	Installed

HP	TORQUE

Price Each Gasoline \$ _____
 Price Each Flex Fuel \$ _____

EPA HGKY	EPA CITY

Options:

1 Off Road Package Including Limited Slip Rear, Includes:

- Axle-trac-lok differential \$ _____
- Engine Cooling - heavy duty \$ _____
- Skid plate Group \$ _____
- Suspension - Heavy Duty W/gas Shocks \$ _____
- All Terrain Tires \$ _____
- Tow Hooks \$ _____

\$ _____

↑
Enter total off road pkg above

- 2 AM/FM w/ CD Player \$ _____
- 3 Shop/Service Manual \$ _____
- 4 CD Service Manual \$ _____
- 5 Tilt Wheel & Cruise Control \$ _____
- 6 Tow Package List item included in this group \$ _____
- 7 Side Air Bags \$ _____
- 8 Exterior colors \$ _____
- 9 Slide Rear Window \$ _____
- 10 Keyless Entry \$ _____
- 11 Power Windows, Locks, Power Heated Mirrors \$ _____
- 12 Slush/All Weather Mats (Driver & Passenger) \$ _____
- 13 Slush/All Weather Mats (Second Row) \$ _____
- 14 Slush/All Weather Mats (Cargo) \$ _____
- 15 Bed Liner \$ _____
- 16 Carpet Interior \$ _____
- 17 Rear Jump Seat \$ _____
- 18 Manual Transmission w/Overdrive (Deduct) \$ -
- 19 Delete Floor Mats (Deduct) \$ -
- 20 Delete Cloth Seats (Deduct) \$ -
- 21 FOB Dealership: (Deduct) \$ -
- 22 FOB Other than Metro Charleston - Per Mile \$ _____

Additional Information:

CLASS 33 TRUCK
 Chassis Cab, 4 Wheel Drive,
 Diesel Engine, 17,500 GVWR, Dual Rear Wheels
 Includes but is not limited to: Ford F550, GMC Topkick

Vendor Name: _____

Manufacturer / Brand _____
 Delivery _____
 Model Name & Number _____

2WD

4WD

HP

TORQUE

HP

TORQUE

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Standard Equipment Requirements:

Engine	MIN: 300 HP 520 TORQUE
Transmission	Automatic
Steering	Power
Brakes	Power/ABS
Radio	AM/FM
Glass	All Tinted
Mirrors	Left & Right Outside
License Plate Mounts	Front & Rear
Tires	All Season
Spare Tire	Full Size w/Jack
Air Conditioning	Installed
Seating Capacity 2	Passenger Seat
Front Air Bags	Installed

2WD

4WD

Price Each 141" WB (60" Cab-to-Axle)
 Price Each 165" WB 84" C/A

\$ _____
 \$ _____

\$ _____
 \$ _____

Options:

1 Off Road Package Including Limited Slip Rear, Includes:

Axle-trac-loc differential	\$	\$
Engine Cooling - heavy duty	\$	\$
Skid plate Group	\$	\$
Suspension - Heavy Duty w/Gas Shocks	\$	\$
All Terrain Tires	\$	\$
Engine Cooling Heavy Duty	\$	\$

\$ _____

\$ _____

Enter off road package totals above

- 2 AM/FM w/ CD Player
- 3 Shop/Service Manual
- 4 CD Service Manual
- 5 Tilt Wheel & Cruise Control
- 6 Back-Up Alarm
- 7 HD Suspension - GVWR: _____
- 8 Fiat Bed 141" Each
- 9 Fiat Bed 165" Each
- 10 Dump Bed 141" Each
- 11 Dump Bed 165" Each
- 12 Slush/All Weather Mats (Driver & Passenger)
- 13 Slush/All Weather Mats (Second Row)
- 14 Slush/All Weather Mats (Cargo)
- 15 Side Air Bag
- 16 Amber Bar Light
- 17 Cab Stripping
- 18 Sliding Rear Window
- 19 Exterior Colors
- 20 Gas Engine 6.8 Liter V-10 (Deduct)
- 21 Manual Transmission w/Overdrive (Deduct)
- 22 FOB Dealership: (Deduct)
- 23 Delete Floor Mats (Deduct)
- 24 Delete Cloth Seats (Deduct)
- 25 FOB Other than Metro Charleston - Per Mile
- 26 Available Axle Ratios

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