



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
DMV100109

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER 304-558-2316

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

DIVISION OF MOTOR VEHICLES
 1317 HANSFORD STREET
 CHARLESTON, WV
 25311 558-0002

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
01/21/2010				

BID OPENING DATE: 03/04/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** ADDENDUM NO. 1 *****						
THIS ADDENDUM IS ISSUED TO CHANGE THE DEADLINE FOR TECHNICAL QUESTIONS, BID OPENING DATE AND TIME AND TO PROVIDE THE ATTACHED MANDATORY PRE-BID SIGN IN SHEET.						
DEADLINE FOR TECHNICAL QUESTIONS CHANGED TO: 02/08/10 AT 3:00 PM						
BID OPENING DATE CHANGED TO: 03/04/10 AT 1:30 PM.						
0001	1	EA		600-30		
CASH REGISTER SYSTEM						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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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. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. 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.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.htm and 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.
14. **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. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **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, and the West Virginia Insurance Commission. 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.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. 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
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: DMV101109

Date: _____

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	<u>Strictly Business Computer Systems</u>
Firm Address:	<u>848 4th Ave Ste 200 Huntington, WV 25701</u>
Representative Attending:	<u>Mark Miller</u>
Phone Number:	<u>304-781-6310</u>
Fax Number:	<u>304-781-2590</u>
Email Address:	<u>mark.miller@sbc.com</u>

Firm Name:	<u>FLETCHER DATA SYSTEMS, INC</u>
Firm Address:	<u>5265 BAILEY ROAD CROSS LANES, WV 25313</u>
Representative Attending:	<u>MIKE H. LESTER</u>
Phone Number:	<u>(304) 776-4830 4830</u>
Fax Number:	<u>(304) 776-4890</u>
Email Address:	<u>MIKE@FOSCORP.COM</u>

Firm Name:	<u>L-1 Identity Solutions SC</u>
Firm Address:	<u>296 Concord Rd Billerica, MA 01821</u>
Representative Attending:	<u>Alan Fingar</u>
Phone Number:	<u>978-215-2518</u>
Fax Number:	<u>978-215-2500</u>
Email Address:	<u>781-640-1117</u>

Firm Name:	<u>System Innovators</u>
Firm Address:	<u>10550 Deerwood Pk Blvd Suite 700 Jacksonville FL 32256</u>
Representative Attending:	<u>Mike Lomuro</u>
Phone Number:	<u>904 485-3974</u>
Fax Number:	<u>904 281-0075</u>
Email Address:	<u>lomuro@systeminnovators.com</u>

Firm Name:	<u>CORE BUSINESS TECHNOLOGIES</u>
Firm Address:	<u>224 PAINTUCKET AVE East Providence RI 02914</u>
Representative Attending:	<u>MARK WELLEMAYER</u>
Phone Number:	<u>401-431-0700 X 1406</u>
Fax Number:	<u>401-434-2227</u>
Email Address:	<u>MWELLEMAYER@CORBT.COM</u>

Firm Name:	<u>BM</u>
Firm Address:	<u>BM CENTER BLDG 235-A-09 ST PAUL, MA 55144</u>
Representative Attending:	<u>CHARIS DE COLLI</u>
Phone Number:	<u>240-432-8652</u>
Fax Number:	<u>301-829-7199</u>
Email Address:	<u>CPDeColli@MMM.COM</u>

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Firm Name:	3M Corporation
Firm Address:	3M Center Building 235-A-09 St. Paul, MN 55144
Representative Attending:	Adam Stevens
Phone Number:	304-344-8464
Fax Number:	304-344-3130
Email Address:	StevensGRS@aol.com

Firm Name:	HR
Firm Address:	22 Bridgewater Drive South Lebanon, Ohio
Representative Attending:	Richard Allen
Phone Number:	513-520-6554
Fax Number:	
Email Address:	Rich.Allen@HP.COM

Firm Name:	HP
Firm Address:	52 Westerville SA- PMB 190 Westerville, Ohio 43081
Representative Attending:	Ralph DiFranco
Phone Number:	614-818-9741
Fax Number:	N/A
Email Address:	Ralph.difranco@hp.com

Firm Name:	HP ENTERPRISE SERVICES
Firm Address:	6993 DUCK COVE ROAD TALAHASSEE, FL 32312
Representative Attending:	DARRELL WILSON
Phone Number:	850-591-1188
Fax Number:	N/A 614-628-4901
Email Address:	DARRELL.WILSON@HP.COM

Firm Name:	AI IDENTITY SOLUTION
Firm Address:	2916 CONCORD RD BURLINGAME, MA 01821
Representative Attending:	ALAN ACHAPSKI
Phone Number:	508-400-1510
Fax Number:	N/A 918-215-2517
Email Address:	ACHAPSKI@AIID.COM

Firm Name:	Strictly Business Computer Systems
Firm Address:	848 4th Ave Ste 200 Huntington, WV 25701
Representative Attending:	Robert Mays
Phone Number:	304-781-6315
Fax Number:	304-781-2590
Email Address:	robert.mays@sbc.com

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Firm Name:	WV DOT
Firm Address:	
Representative Attending:	Jo Ann Twibig
Phone Number:	304-558-9506
Fax Number:	304-558-8191
Email Address:	JoAnn.Twibig@wv.gov

Firm Name:	WV DOT
Firm Address:	
Representative Attending:	Gladys Sasser
Phone Number:	304-558-9506
Fax Number:	304-558-8191
Email Address:	Gladys.E.Sasser@wv.gov

Firm Name:	WV DOT
Firm Address:	
Representative Attending:	ZOE BENDER
Phone Number:	304-926-2590
Fax Number:	
Email Address:	ZOE.E.Bender@wv.gov

Firm Name:	DMV
Firm Address:	
Representative Attending:	Rose Lane
Phone Number:	304-558-2232
Fax Number:	
Email Address:	Rose.J.Lane@wv.gov

Firm Name:	DMV
Firm Address:	
Representative Attending:	Kim Smith
Phone Number:	304-926-3842
Fax Number:	304-558-4780
Email Address:	Kimberly.D.Smith@wv.gov

Firm Name:	WVOT
Firm Address:	One Davis Square Charleston, WV
Representative Attending:	Pat Wehrle
Phone Number:	(304) 558-5478 x 8893
Fax Number:	
Email Address:	Pat.m.Wehrle@wv.gov

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Firm Name:	DMV
Firm Address:	
Representative Attending:	MARK HOLMES
Phone Number:	304-558-8930
Fax Number:	304-558-6083
Email Address:	mark.g.holmes@wv.gov

Firm Name:	Strictly Business Computer Systems
Firm Address:	848 FOWETH AVE HUNTINGTON, WV 25701
Representative Attending:	ED DORSEY
Phone Number:	304-781-6334
Fax Number:	304-781-2590
Email Address:	EDORSEY@SBCS.COM

Firm Name:	DMV
Firm Address:	
Representative Attending:	Cindy Beane
Phone Number:	304-558-0202
Fax Number:	
Email Address:	cindy.l.beane@wv.gov

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	

Firm Name:	DOT
Firm Address:	
Representative Attending:	Kristy James
Phone Number:	304-558-9525
Fax Number:	
Email Address:	Kristy.e.james@wv.gov

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	