



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
PC10

PAGE
1

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

VENDOR

RFQ COPY
 TYPE NAME/ADDRESS HERE

SHIP TO

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

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
09/11/2009				

BID OPENING DATE: 10/07/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
*****ADDNEDUM NO. 1 *****						
1.				TO ADD SPECIFICATIONS FOR A 2010 TAHOE 4WD, SPECIAL SERVICE PACKAGE OR EQUAL. SEE ATTACHED.		
***** END OF ADDENUM NO. 1 *****						

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, the State may deem this contract null and void, and terminate such contract 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

2010 CHEVROLET TAHOE 4-WHEEL DRIVE SPECIAL SERVICE PACKAGE

Vehicles bid in this classification shall be full-size , four door vehicles. In addition to four passenger doors, they must also include a rear lift gate or cargo doors. Any vehicle bid must be able to withstand the rigors of police use and shall meet the following **minimum** specifications. *In an effort to be more fuel efficient, EPA ratings may be a consideration in the purchase of a 4-wheel drive vehicle. This range should be a minimum of 13 City and 20 highway.*

The base price bid of the specified vehicle will include all items/features/equipment listed by the manufacturer as standard equipment, as well as any other optional features listed below. These features include, but are not limited to the following.

Mandatory Equipment Package:

Engine:	Minimum 5.3/325 V-8
Wheelbase:	Minimum 116"
Transmission:	Automatic Electronic with over-drive 6 speed.
Transfer Case	4 Wheel Drive
Front Suspension:	Independent single coil over shock with stabilizer bar.
Rear Suspension:	Multi-Link with coil spring
Engine Cooling:	Heavy Duty, maximum available for vehicle
Steering	Power Assisted
Brakes:	Power Assisted/ 4 wheel ABS
Radio:	AM/FM
Front Seats	Cloth, Bucket
Rear Seat:	Cloth Bench
Third Seat:	None
Windows:	Power operated
Door Locks:	Power operated with Rear Child Safety Feature if available

Floor Covering	Fully carpeted Passenger compartment and cargo area with coordinating carpeted floor mats (4) or heavy duty vinyl floor covering (if available with other equipment specified.)
Rear Window Defogger	Installed
Air Conditioning	Installed
Spare Tire	Full Size
Skid Plates:	Transmission and Transfer Case

-END OF BASE EQUIPMENT LISTING-

IMPORTANT NOTE: Prospective Vendors must include all profit margins for the vehicle bid in the "Base Vehicle Cost" Specified below. Any and all options must be made available at actual Dealer Cost (the below listing is not all-inclusive). Pricing for all options listed below must be provided with the bid package. Failure to provide option-pricing information (at dealer cost) shall be grounds for disqualification of the bid.

Model: _____

2010 CHEVROLET TAHOE 4-WHEEL DRIVE SPECIAL SERVICE PACKAGE:

Base Vehicle Cost \$ _____

OPTION PRICING INFORMATION:

Trailer Towing Package \$ _____

Control Trac 4WD System \$ _____

Rubber Floor Mats \$ _____

Engine Block Heater \$ _____

Skid Plates Package \$ _____

Service manuals (one set)

(complete set of "dealer" shop
Manuals, Inclusive of any future
Updates)

\$ _____

SPECIAL SERVICE PACKAGE OPTIONS

Heavy Duty Battery

\$ _____

Ground Straps

\$ _____

Special Service/Fleet Manual

\$ _____

OTHER:

EPA Rating of vehicle bid

MPG HIGHWAY _____ MPG CITY _____

MISCELLANEOUS: Inspection of Sample Vehicle(s) : Within one week after the issuance of a purchase order, the successful bidder shall make arrangements to deliver to the West Virginia State Police, 725 Jefferson Road, South Charleston West Virginia, a sample vehicle having the same general body, chassis, engine and transmission as the vehicle on which the bid was submitted. This vehicle is not a patrol vehicle and may be a vehicle from the dealer's stock. It will be used as a prototype for determining the method of attaching various items of police equipment.

The standard factory warranty of the vehicle bid shall be clearly specified within the body of the Vendor's bid submission. In addition, any available extended factory warranties which are optional shall also be bid as separate items, listing all areas and items covered.

Note: Equipment installation to be at the factory and not "add on" dealer accessories. Any exception(s) will clearly be stated within the body of the respective Vendor's bid submission.