



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
LOT461

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
SHELLY MURRAY 304-558-8801

RFQ COPY
TYPE NAME/ADDRESS HERE
VENDOR

SHIP TO
LOTTERY COMMISSION 900 PENNSYLVANIA AVE CHARLESTON, WV 25302 304-558-0500

DATE PRINTED 11/08/2010	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
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BID OPENING DATE: 11/18/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
----- ADDENDUM NO. 1 ----- THIS ADDENDUM IS ISSUED TO INCLUDE THE SIGN IN SHEET FROM THE MANDATORY PRE-BID CONFERENCE OF 11/03/2010. ----- END OF ADDENDUM NO. 1 -----						
0001	1	LS		910-13		
ELEVATOR MAINTENANCE AND REPAIR						

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. 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).

SIGN IN SHEET

Request for Quotation Number: LOT461

Date: November 3 2010

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:	WV LOTTERY
Firm Address:	312 MacCORKLE AVENUE CHARLESTON WV 25314
Representative Attending:	BECKY JONES
Phone Number:	(304)558-0500 EXT 242
Fax Number:	(304)558-9089
Email Address:	bjones@wvlottery.com

Firm Name:	Oracle Oracle elevator
Firm Address:	4136 West Washington Street Charleston Wv
Representative Attending:	Todd Myers / Tony Jones
Phone Number:	304 744-4020
Fax Number:	304 744-4022
Email Address:	

Firm Name:	ERIC PAINTER/OTTS
Firm Address:	6768 CHARLESTON DR CHARLESTON, WV 25302
Representative Attending:	ERIC PAINTER
Phone Number:	304-965-8185
Fax Number:	860-998-3953
Email Address:	ERIC.PAINTER@OTTS.COM

Firm Name:	Murphy Elevator Co.
Firm Address:	1004 4th Avenue Huntington, WV 25701
Representative Attending:	J.T. Rowsey
Phone Number:	304-529-3220
Fax Number:	304-697-0675
Email Address:	jt@murphyelevator.com

Firm Name:	THYSSENKRUPP ELEVATOR
Firm Address:	901 MORRIS ST. CHARLESTON, WV 25301
Representative Attending:	ERIC HACKETT
Phone Number:	304-342-8115
Fax Number:	304-342-8115 866-812-5542
Email Address:	eric.hackett@thyssenkrupp.com

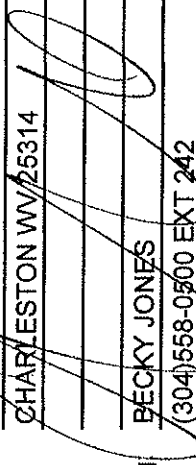
Firm Name:	Schindler Elevator Corp.
Firm Address:	230 BILMAR AVE PITTSBURGH, PA 15205-4601
Representative Attending:	TERRY BRAUN
Phone Number:	412-578-6634
Fax Number:	412-578-6604
Email Address:	terry.braun@us.schindler.com

PRE-BID CONFERENCE
SIGN IN SHEET

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Firm Name: WV LOTTERY
 Firm Address: 312 MacCORKLE AVENUE
 CHARLESTON WV 25314
 Representative Attending: 
 BECKY JONES
 Phone Number: (304) 558-0500 EXT 242
 Fax Number: (304) 558-9089
 Email Address: bjones@wvlottery.com

Firm Name: WV Lottery
 Firm Address: 312 MacCorkle Ave
 Charleston, WV
 Representative Attending: John Myers
 Phone Number: 304-558-0500 Ext 311
 Fax Number: jmyers@wvlottery.com
 Email Address:

Firm Name: WV LOTTERY
 Firm Address: 312 MacCorkle Ave
 CHARLESTON WV
 Representative Attending: AGAN SIEMACZKO
 Phone Number: 304-558-0500 ext 3024
 Fax Number: ASIEMACZKO@WV.LOTTERY.COM
 Email Address:

Firm Name: ~~WV Lottery~~
 Firm Address: ~~312 MacCorkle Ave~~
~~Charleston WV 25314~~
 Representative Attending: Michael Hartman
 Phone Number: ~~412-257-0124~~
 Fax Number: 412-257-3490
 Email Address: Sgielarczyk@IGELenters.com

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

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

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 WV PURCHASING
 DIVISION