



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
 WSH11134

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 ROBERTA WAGNER
 304-558-0067

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

HEALTH AND HUMAN RESOURCES
 WILLIAM R. SHARPE JR. HOSPITAL
 CENTRAL RECEIVING
 936 SHARPE HOSPITAL ROAD
 WESTON, WV
 26452 304-269-1210

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/16/2011				

BID OPENING DATE: 04/14/2011 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
***** MANDATORY PRE-BID MEETING 3/29/2011 AT 10:00 AM IN CONF. ROOM F, AT WILLIAM R. SHARPE JR. HOSPITAL LOCATE AT 936 SHARPE HOSPITAL ROAD, WESTON, WV 26452. *****						
0001	150	EA		910-65		
FLUSH VALVE COVERS PER ATTACHED SPECIFICATIONS REQUEST FOR QUOTATION TO PROVIDE VARIOUS PARTS AND REPLACEMENT PARTS TO MEET NON LOOPING REQUIREMENT REQUIREMENT OF THE OFFICE OF HEALTH FACILITY, LICENSING AND CERTIFICATIONS, PER THE SPECIFICATIONS.						
0002	125	EA		910-65		
FLUSH VALVES PER ATTACHED SPECIFICATIONS.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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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).



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0003	18	EA		910-65		
LIGATURE RESISTANT SHOWER HEADS PER ATTACHED SPECS.						
0004	18	EA		910-65		
QUICK CONNECT HAND HELD SHOWER HEADS PER ATTACHED SPECIFICATIONS.						
MANDATORY PRE-BID						
A MANDATORY PRE-BID WILL BE HELD ON 3/29/2011 AT 10:00 AM IN CONF. F @ WILLIAM R SHARPE JR. HOSPITAL. ALL INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT I DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER.						
AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATOR PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESPONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE SHEET. THE PURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. IN ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUDE THEIR E-MAIL ADDRESS AND FAX NUMBER.						

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<p>ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL PORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL PORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICE SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>INQUIRIES: WRITTEN QUESTIONS SHALL BE ACCEPTED THROUGH CLOSE OF BUSINESS ON 3/30/2011. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR E-MAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, E-MAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES TO: ROBERTA WAGNER DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25311</p>						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>FAX: 304-558-4115 E-MAIL: ROBERTA.A.WAGNER@WV.GOV</p> <p>THE MODEL/BRAND/SPECIFICATIONS NAMED HEREIN ESTABLISH THE ACCEPTABLE LEVEL OF QUALITY ONLY AND ARE NOT INTENDED TO REFLECT A PREFERENCE OR FAVOR ANY PARTICULAR BRAND OR VENDOR. VENDORS WHO ARE BIDDING ALTERNATES SHOULD SO STATE AND INCLUDE PERTINENT LITERATURE AND SPECIFICATIONS. FAILURE TO PROVIDE INFORMATION FOR ANY ALTERNATES MAY BE GROUNDS FOR REJECTION OF THE BID. THE STATE RESERVES THE RIGHT TO WAIVE MINOR IRREGULARITIES IN BIDS OR SPECIFICATION IN ACCORDANCE WITH SECTION 148-1-4 (F) OF THE WEST VIRGINIA LEGISLATIVE RULES AND REGULATIONS.</p> <p>VENDOR PREFERENCE CERTIFICATE</p> <p>THIS TEAM EXHIBIT HAS BEEN REPLACED BY THE ONLINE VERSION WHICH IS AVAILABLE HERE: HTTP://WWW.STATE.WV.US/ADMIN/PURCHASE/VRC/VENPREF.PDF</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p>						

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PLEASE NOTE: A CONVENIENCE COPY WOULD BE APPRECIATED.						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:						
SEALED BID						
BUYER:-----RW/FILE 22-----						
RFQ. NO.:-----WSH11134-----						
BID OPENING DATE:-----4/14/2011-----						
BID OPENING TIME:-----1:30 PM-----						
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						

CONTACT PERSON (PLEASE PRINT CLEARLY):						

0005		EA		910-65		
	43					
LIGATURE RESISTANT GRAB BARS PER ATTACHED SPECS.						

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LINE	QUANTITY	UOP	CAT. NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0006	16	EA		910-65		
REPLACEMENT DOORS PER ATTACHED SPECIFICATIONS						
0007	499	EA		910-65		
ANTI-LIGATURE LOCKSETS PER ATTACHED SPECIFICATIONS						
***** THIS IS THE END OF RFQ WSH11134 ***** TOTAL:						

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WV-38A (Rev. 01/01/07)

STATE OF WEST VIRGINIA

PURCHASE CONTINUATION SHEET

Vendor: _____

Buyer:	Page:	Requisition or P.O. No.:
		WSH11134
Spending Unit:		
William R. Sharpe Jr. Hospital		

A TOUR OF THE FACILITY WILL FOLLOW THE TECHNICAL PORTION OF THIS MEETING. THIS WILL ALLOW POTENTIAL BIDDERS TO TAKE ANY MEASUREMENTS OR ASK ANY ADDITIONAL QUESTIONS ON THE LISTED PROJECTS.

Vendor to provide bids on the following items:

Project #1 Flush Valve Covers

Vendor **must** provide 150 fabricated 16 gauge stainless steel #3 toilet piping covers. These covers **must** enclose the entire piping system and allow for a push button flush valve. They **must** also be suicide proof. Also **must** be made in a manner that will allow for removal to do repairs to piping.

Project #2 - Flush Valves

Vendor **must** provide 125 flush valves for a Sloan C9A (or equal), 2 1/4 wall thickness, LDIM. This **must** be compatible with the existing flush valves.

Project #3 - Handicap Showers

Vendor **must** provide 18 ligature resistant shower heads, chrome plated solid cast bronze, 2.5 gpm max flow rate, adjustable spray angle (20-30 degree). **Must** meet American Society of Mechanical Engineers (ASME) A112.18.1M and CSA B125. 1/2 inch female National Pipe Thread (NPT) inlet. Stainless steel, tamper-proof screws.

Vendor **must** provide 18 quick connect hand held shower heads. 60 inch long nominal (82 inch extended) stainless steel spiraled over rubber liner. Spray head **must** include push button, built in back flow preventer made from engineering grade plastic. **Must** meet American Society of Mechanical Engineers (ASME) A112.18.1M and CSA B125. 1/2 inch female National Pipe Thread (NPT) inlet. Stainless steel, tamper-proof screws.

Vendor **must** provide 43 ligature resistant grab bars. Size of grab bars shall be 1.655 inch diameter bar, 3.453 inch max distance from wall, and variable lengths. Made from 6063 T6 aluminum. Finish **must** be powder coated with a clear protective top coat. Fasteners shall be stainless steel tamper proof.

Project #4 - Replacement Doors

Left hung (LH) Right hung (RH) (in inches)

C104	LH 35 1/8 X 85 1/4
C143	LH 35 5/8 X 85 1/4
C158 C1 TO OFFICE POD	LH 35 3/4 X 85 1/8
C135 C2 ISOLATION ROOM	LH 35 1/8 X 85 1/4
C2 WING C135	LH 35 5/8 X 85 1/2
G1 G104	LH 35 5/8 X 85 5/8
G1 TO OFFICE POD	LH 35 3/4 X 85 1/4
G135 ISOLATION ROOM	LH 35 5/8 X 85 3/8
CONNECTION DOOR G1 / G2	RH 45 7/8 X 85 3/4
E1 E126 ISOLATION TO ANTI ROOM	LH 45 5/8 X 85 3/16
E1 E150 OFFICE POD	LH 35 3/4 X 85 1/8
E1 ENTRY TO COURTYARD	LH 41 1/8 X 83 3/4
E2 ENTRANCE TO POD	LH 35 3/4 X 85 5/8
E2 ENTRY TO COURTYARD	LH 41 1/4 X 83 3/4
E167 E2 CONSULATION ROOM	RH 35 5/8 X 85 3/16
G145	LH 35 3/4 X 85 1/8

WV-38A (Rev. 01/01/07)

STATE OF WEST VIRGINIA

PURCHASE CONTINUATION SHEET

Vendor: _____

Buyer:	Page:	Requisition or P.O. No.:
		WSH11134
Spending Unit:		
William R. Sharpe Jr. Hospital		

The doors listed above must be replaced with fire rated doors, all doors must be made of aluminum in accordance with all National Fire Protection Association (NFPA) codes. This can be found online at www.nfpa.org. Any and all hardware needed for installation shall be included. All doors must have 1/4" wire mesh safety glass 18"X32". They must also fit the existing frames measured above and must accept the mortise lock sets that are the same as or equal to lock sets we currently use. (Current lockset numbers - 45H7G3J-626 RH/LH and 45H7C15R-626 RH/LH).

Project #5 Anti Ligature Locksets

1. Vendor must provide anti ligature locksets as manufactured by Stanley Security Solutions where specified, or equal.
2. All fasteners shall be "security - tip" fasteners (pin-in head torx or similar) with no exposed fasteners on the secure side of the door.
3. Conical shank shall be through-bolted. "Roses" or independent exposed bases, with a visible separation between the conical shank and the rose are not permitted.
4. Lever projection off the door shall not exceed two inches.
5. Levers, exposed hardware and lock body shall be of stainless steel construction.
6. Internal lever stops shall be stainless steel.
7. All door levers must meet all Americans with Disabilities Act (ADA) requirements.
8. Any and all hardware needed for installation shall be included.
9. All exposed screws must be stainless steel and tamper proof.

The following list is door type and number of doors needing Anti Ligature Locksets

ENTRY DOOR SPSL ML R 16F 630 LH SH	49
ENTRY DOOR SPSL ML R 16F 630 RH SH	44
ENTRY DOOR SPSL ML R 16F 630 LHR SH	1
ENTRY DOOR SPSL ML R 16F 630 RHR SH	2
BATHROOM SPSL ML LT 16F630 LH SH	37
BATHROOM SPSL ML LT 16F630 RH SH	30
BATHROOM SPSL ML LT 16F630 LHR SH	12
BATHROOM SPSL ML LT 16F630 RHR SH	7
STOREROOM SPSL MLD 16F 630 LH SH	29
STOREROOM SPSL MLD 16F 630 RH SH	29
STOREROOM SPSL MLD 16F 630 LHR SH	79
STOREROOM SPSL MLD 16F 630 RHR SH	83
INTRUDER SPSL ML INL 16F 630 LH SH	2
ASYLUM SPSL ML W2 16F 630 LHR SH	1
ASYLUM SPSL ML W2 16F 630 RHR SH	1
ASYLUM SPSL ML W4 16F 630 LHR SH	2
ASYLUM SPSL ML W4 16F 630 RHR SH	4
DUMMY TRIM SPSL DT 630	9
DUMMY TRIM SPSL DTX 630	17
TAPERED COLLAR 626	33
4" x 16" 626 PUSH PLATE	26
4" x 26" 626 PUSH PLATE	2

****Entire order must be delivered on or before May 1, 2011. Partial orders will be accepted, but vendor will not be paid until entire order has been shipped, received and accepted by facility.**

ITEMS WILL BE INSTALLED BY DHHR STAFF. THIS WILL BE FOR MATERIALS ONLY.

WV-36 (Rev. 01/01/07)

STATE OF WEST VIRGINIA

PURCHASE CONTINUATION SHEET

Vendor: _____ P.O. Date: _____

Requisition/P.O. No.:
WSH11134

File: _____ Acct. No.: _____

Spending Unit:
William R. Sharpe Jr. Hospital

Item No.	Quantity	Description	Unit Price	Amount
<p>Project Cost Sheet Please see previous pages for specific requirements</p>				
	150	<p>Project #1 - Flush Valve Covers Flush Valve Covers</p>	\$ _____	
	125	<p>Project #2 - Flush Valves Flush valves</p>	\$ _____	
	18	<p>Project #3 - Handicap Showers Ligature resistant shower heads</p>	\$ _____	
	18	Quick connect hand held shower heads		
	43	Ligature resistant grab bars		
	16	<p>Project #4 - Replacement Doors Replacement doors</p>	\$ _____	
	499	<p>Project #5 - Anti-Ligature Locksets Anti-ligature locksets</p>	\$ _____	
TOTAL			\$ _____	
<p>Evaluation will be made to vendor(s) meeting specifications with lowest bid per project.</p>				
<p>This is a multiple award to be awarded per lowest bid meeting specifications per project.</p>				

RFQ No. WS # 11134

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: _____

Authorized Signature: _____ Date: _____

State of _____

County of _____, to-wit:

Taken, subscribed, and sworn to before me this ____ day of _____, 20__.

My Commission expires _____, 20__.

AFFIX SEAL HERE

NOTARY PUBLIC _____

State of West Virginia **VENDOR PREFERENCE CERTIFICATE**

Certification and application* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

- 1. **Application is made for 2.5% resident vendor preference for the reason checked:**
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or,**
 Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or** 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or,**
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or,**
- 2. **Application is made for 2.5% resident vendor preference for the reason checked:**
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or,**
- 3. **Application is made for 2.5% resident vendor preference for the reason checked:**
 Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or,**
- 4. **Application is made for 5% resident vendor preference for the reason checked:**
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or,**
- 5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or,**
- 6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: _____ Signed: _____
Date: _____ Title: _____

*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.