



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
DPS1208

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
TARA LYLE 304-558-2544

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE
 SOUTH CHARLESTON, WV
 25309 304-746-2141

DATE PRINTED 02/09/2012	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: 02/23/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				1. QUESTIONS AND ANSWERS ARE ATTACHED.		
				2. TO PROVIDE AN ELECTRONIC VERSION OF THE BID FORMS ON THE WV PURCHASING BULLETIN. SEE ADDITIONAL INFORMATION ON THE NEXT PAGE.		
				3. ADDENDUM ACKNOWLEDGEMENT IS ATTACHED. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN DISQUALIFICATION OF YOUR BID.		
				END OF ADDENDUM NO. 1		
0001	1	LS		998-09 AUTOMOBILES, PARTS & EQUIPMENT		
				***** THIS IS THE END OF RFQ DPS1208 ***** TOTAL:		

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.html 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).

DPS1208
Addendum No. 1

Q1: How many facilities will be involved, and can you provide their locations?

A1: The WVSP operates only one facility as listed in the specifications - 725 Jefferson Road, South Charleston, WV 25309; however, this contract has piggyback language which means the contract may be used by all government agencies. Then, delivery could be made to any location in the State of WV.

Q2: We currently offer daily deliveries of Ford and General Motors O.E. automotive parts to most of North Central West Virginia, as well as a large area of the Eastern panhandle. In addition, we also deliver to other selected areas three days per week. Is it a possibility to bid only for the areas we currently serve, and are confident we can provide the service you deserve? If so, can you suggest a way to present this (delivery area) in our forthcoming bid?

A2: No, see Answer No. 1 above.

Q3: Instructions say the enclosed bid form for *DPS1208* must be used, or bid will be disqualified. The bid form I have contains very limited space for inserting the required/requested information. Considering this, my question(s), 1) *is it possible to re-create the provided form, in the same format, to increase space, thus making the completed form more legible?* Or, 2) *could we provide an attachment to the provided form for the same purpose of making the bid more legible?*

A3: Electronic copies of the bid forms will be attached to the WV Purchasing Bulletin. Another hard copy will also be provided in this addendum. PLEASE BE SURE TO COMPLETE ALL OF THE BID FORMS, IF USING THE ELECTRONIC VERSION. There are four (4) sheets labeled FORD, DODGE, CHEVY and AFTERMARKET on the electronic version.

Vendors registered with the WV State Purchasing Division may download an electronic version of the bid forms at: <http://www.state.wv.us/admin/purchase/newbul.htm>

Vendors not registered with the WV Purchasing Division may request an electronic copy by contacting Tara Lyle with the WV Purchasing Division at Tara.L.Lyle@wv.gov. Please be sure to include the RFQ number in the subject line of your email.

Bid opening remains 2/23/2012 at 1:30 pm.

No additional questions will be accepted on this RFQ.

An authorized signature must be on your submitted bid.

DPS1208 - AUTOMOBILE BODY PARTS - FORD, or equal ORIGINAL EQUIPMENT PARTS BID FORM - Revised 2/9/12					
Description	Estimated Annual Usage (EA) Per Each	Catalog Price	Discounted Percentage	Discounted Unit Price	Extended Price
2010 Crown Victoria Police Interceptor					
Left side head light Assembly – Part #: 6W7Z-13008-BA or equal	20				
Right side head light assembly – Part #: 6W7Z-13008-AA or equal	20				
Left front fender – Part #: 7W7Z-16006-A or equal	40				
Right front fender – Part #: 7W7Z-16005-A or equal	40				
Hood – Part #: 6W7Z-16612-A or equal	40				
Hood latch – Part #: 5W7Z-16700-A or equal	10				
Radiator – Part #: 8W7Z-8005-ACP or equal	40				
Complete grill – Part #: 6W7Z-8200-BAE or equal	40				
Rear bumper – Part #: 6W7Z-17K835-APTM or equal	40				
Bumber cover (plastic) - Part #: 3W7Z-17906-AA or equal	60				
Trunk lid – Part #: F8AZ-5440110-BA or equal	20				
Condenser - Part #: BW7Z-19712-A or equal	20				
Relay – Part #: 6W1Z-8B658-AC or equal	20				
Module – Part #: 6W7Z-54044A74-AB or equal	20				
Processor – Part #: 8W7Z-13C788-C or equal	20				
Left side rear tail light assembly – Part #: 8W7Z-13405-AA or equal	20				
2010 Explorer					
Left side head light Assembly – Part #: 7L2Z-13008-BA or equal	20				
Right side head light assembly – Part #: 7L2Z-13008-AA or equal	20				
Left front fender – Part #: 6L2Z-16006-AA or equal	40				
Right front fender – Part #: 6L2Z-16005-AA or equal	40				
Hood – Part #: 6L2Z-16612-AA or equal	40				
Hood latch – Part #: 6L2Z-16700-AA or equal	10				
Complete grill – Part #: 7L2Z-8200-BA or equal	40				
Rear bumper – Part #: 7L2Z-17E855-A or equal	40				
Bumber cover (plastic) - Part #: 1L2Z-17K835-LA or equal	60				
Tailgate – Part #: 6L2Z-7840010-AA or equal	20				
Radiator – Part #: 8L2Z-8005-ACP or equal	20				

DPS1208 - AUTOMOBILE BODY PARTS - FORD, or equal ORIGINAL EQUIPMENT PARTS BID FORM - Revised 2/9/12					
Condenser – Part #. 8L2Z-19712-AA or equal	20				
Processor – Part #. 8S4Z-13C788-A or equal	20				
Module – Part #. 6L2Z-78044A74-AC or equal	20				
Wheel Assy. – Part #. 7L2Z-78043B13-AC or equal	20				
Left side rear tail light assembly – Part #. 6L2Z-13405-CA or equal	20				
2010 Expedition					
Left side head light Assembly – Part #. 7L1Z-13008-DB	20				
Right side head light assembly – Part #. 7L1Z-13008-CB or equal	20				
Left front fender – Part #: 7L1Z-16006-A or equal	40				
Right front fender – Part #. 7L1Z-16005-A or equal	40				
Hood – Part #. 7L1Z-16612-A or equal	40				
Hood latch – Part #. 7L1Z-16700-A or equal	10				
Complete grill – Part #. 7L1Z-8200-CPTM or equal	40				
Rear bumper – Part #. 7L1Z-17906-C or equal	40				
Bumber cover (plastic) - Part #. 7L1Z-17K835-CA or equal	60				
Tailgate – Part #. 9L1Z-7840010-A or equal	20				
Front End – Part #. 9L1Z-16138-A or equal	20				
Radiator – Part #. 7L1Z-8005-A or equal	20				
Condenser – Part #: AL1Z-19712-A or equal	20				
Module – Part #: AL1Z-15044A74-AC or equal	20				
Processor – Part #. 8S4Z-13C788-A or equal	20				
Left side rear tail light assembly – Part #. 7L1Z-13405-AA or equal	20				
Failure to use this form may result in disqualification				TOTAL	
Bidder / Vendor Information					
Name _____					
Address _____					
Phone# _____					
Email Address _____					
Contract Coordinator Information					
Name _____					
Address _____					
Phone# _____					
Email Address _____					
Estimated quantities are for bidding and evaluation purposes only - not a guaranteed order quantity - more or less may be purchased					

DPS1208 - AUTOMOBILE BODY PARTS - DODGE, or equal ORIGINAL EQUIPMENT PARTS BID FORM - Revised 2/9/12

Description	Estimated Annual Usage (EA) per each	Catalog Price	Discount Percentage	Discounted Unit Price	Extended Price
2010 Police Charger					
Left side head light Assembly – Part #: 4806443AB or equal	20				
Right side head light assembly – Part #: 4806442AB or equal	20				
Left front fender – Part #: 5183427AB or equal	40				
Right front fender – Part #: 5183426AB or equal	40				
Hood – Part #: 4575725AC or equal	40				
Hood latch – Part #: 5065524AF or equal	10				
Complete grill – Part #: 1CN95RXFAC or equal	40				
Rear bumper – Part #: 4805725AA or equal	40				
Bumber cover (plastic) - Part #: 4806188AD or equal	60				
Trunk lid – Part #: 5170834AI or equal	20				
Fascia - Part #: 4806179AE or equal	20				
Cooler - Part #: 5137693AB or equal	20				
Airbag (Driver) - Part #: UW70XDVAG or equal	20				
Left side rear tail light assembly – Part #: 4806449AC or equal	20				
2009 Durango					
Left side head light Assembly – Part #: 55078017AI or equal	20				
Right side head light assembly – Part #: 55078018AI or equal	20				
Left front fender – Part #: 68003317AB or equal	40				
Right front fender – Part #: 68003316AB or equal	40				
Hood – Part #: 55364542AB or equal	40				
Hood latch – Part #: 55362549AG or equal	10				
Complete grill – Part #: 55078015AD or equal	40				
Rear bumper – Part #: 68002927AB or equal	40				
Bumber cover (plastic) - Part #: 1FJ921D7AB or equal	60				
Tailgate – Part #: 55364536AD or equal	20				
Fascia - Part #: 68002920AC or equal	20				
Radiator - Part #: 52029044AD or equal	20				
Air Bag (Driver) - Part #: 1BP52XDHAB or equal	20				
Module - Part #: 4896158AF or equal	20				
Left side rear tail light assembly – Part #:5133169AI or equal	20				
Failure to use this form may result in disqualification			TOTAL		
Bidder / Vendor Information:					
Name: _____					
Address: _____					
Phone# : _____					
Email Address: _____					
Contract Coordinator Information:					
Name: _____					
Address: _____					
Phone# : _____					
Email Address: _____					
Estimated quantities are for bidding and evaluation purposes only - not a guaranteed order quantity - more or less may be purchased.					

DPS1208 - AUTOMOBILE BODY PARTS - CHEVROLET, or equal ORIGINAL EQUIPMENT PARTS BID FORM - Revised 2/9/12					
Description	Estimated Annual Usage (EA) per each	Catalog Price	Discount Percentage	Discounted Unit Price	Extended Price
2010 Police Impala					
Left side head light Assembly - Part #. 25958360 or equal	20				
Right side head light assembly - Part #. 25958359 or equal	20				
Left front fender - Part #. 89023525 or equal	40				
Right front fender - Part #. 890023524 or equal	40				
Hood - Part #. 89023526 or equal	40				
Hood latch - Part #. 20763655 or equal	10				
Complete grill - Part #. 10333709 or equal	40				
Rear bumper - Part #. 25865729 or equal	40				
Bumber cover (plastic) - Part #. 19120961 or equal	60				
Trunk lid - Part #. 89025351 or equal	20				
Left side rear tail light assembly - Part #. 25971597 or equal	20				
Fascia - Frnt - Part #. 89025047 or equal	20				
Absorber Frnt. - Part #. 15886100 or equal	20				
Radiator - Part #. 15140592 or equal	20				
Condenser - Part #. 89018842 or equal	20				
Air Bag Module - Part #. 25851890 or equal	20				
Air Bag Sensor - Part #. 15250331 or equal	20				
2010 Trailblazer					
Left side head light Assembly - Part #. 25970909 or equal	20				
Right side head light assembly - Part #. 25970908 or equal	20				
Left front fender - Part #. 12477993 or equal	40				
Right front fender - Part #. 12477994 or equal	40				
Hood - Part #. 12478013 or equal	40				
Hood latch - Part #. 25775905 or equal	10				
Complete grill - Part #. 19120219 or equal	40				
Rear bumper - Part #. 25863531 or equal	40				
Bumber cover (plastic) - Part #. 89045604 or equal	60				
Tailgate - Part #. 89023979 or equal	20				
Left side rear tail light assembly - Part #. 15131578 or equal	20				
Fascia Frnt. - Part #. 88937008 or equal	20				
Radiator - Part #. 15196385 or equal	20				
Condenser - Part #. 89019255 or equal	20				
Air Bag Module - Part #. 15112395 or equal	20				
Air Bag Sensor - Part #. 10383585 or equal	20				
Failure to use this form may result in disqualification				TOTAL	
Bidder / Vendor Information:					
Name: _____					
Address: _____					
Phone# : _____					
Email Address: _____					
Contract Coordinator Information:					
Name: _____					
Address: _____					
Phone# : _____					
Email Address: _____					
Estimated quantities are for bidding and evaluation purposes only - not a guaranteed order quantity - more or less may be purchased.					

DPS1208 - AUTOMOBILE BODY PARTS - AFTERMARKET PARTS BID FORM -Revised 2/9/12

Description	Estimated Annual Usage (EA) per each	Catalog Price	Discount Percentage	Discounted Unit Price	Extended Price
2010 Crown Victoria Police Interceptor					
Left side head light Assembly – Part #:	20				
Right side head light assembly – Part #:	20				
Left front fender – Part #:	40				
Right front fender – Part #:	40				
Hood – Part #:	40				
Hood latch – Part #:	10				
Complete grill – Part #:	40				
Rear bumper – Part #:	40				
Bumber cover (plastic) - Part #:	60				
Trunk lid – Part #:	20				
Left side rear tail light assembly – Part #:	20				
2010 Explorer					
Left side head light Assembly – Part #:	20				
Right side head light assembly – Part #:	20				
Left front fender – Part #:	40				
Right front fender – Part #:	40				
Hood – Part #:	40				
Hood latch – Part #:	10				
Complete grill – Part #:	40				
Rear bumper – Part #:	40				
Bumber cover (plastic) - Part #:	60				
Tailgate – Part #:	20				
Left side rear tail light assembly – Part #:	20				
2010 Expedition					
Left side head light Assembly – Part #:	20				
Right side head light assembly – Part #:	20				
Left front fender – Part #:	40				
Right front fender – Part #:	40				
Hood – Part #:	40				
Hood latch – Part #:	10				
Complete grill – Part #:	40				
Rear bumper – Part #:	40				
Bumber cover (plastic) - Part #:	60				
Tailgate – Part #:	20				
Left side rear tail light assembly – Part #:	20				
2010 Chevy Impala					
Left side head light Assembly – Part #:	20				
Right side head light assembly – Part #:	20				
Left front fender – Part #:	40				
Right front fender – Part #:	40				

DPS1208 - AUTOMOBILE BODY PARTS - AFTERMARKET PARTS BID FORM - Revised 2/9/12					
Hood – Part #:	40				
Hood latch – Part #:	10				
Complete grill – Part #:	40				
Rear bumper – Part #:	40				
Bumber cover (plastic) - Part #:	60				
Trunk lid – Part #:	20				
Left side rear tail light assembly – Part #:	20				
Failure to use this form may result in disqualification			TOTAL		
Bidder / Vendor Information:					
Name:	_____				
Address:	_____				

Phone# :	_____				
Email Address:	_____				
Contract Coordinator Information:					
Name:	_____				
Address:	_____				

Phone# :	_____				
Email Address:	_____				
Estimated quantities are for bidding and evaluation purposes only - not a guaranteed order quantity - more or less may be purchased.					
Mfg. Part #'s listed on previous pages shall be used for comparison purposes, in order to quote exact equivalent after-market parts - aftermarket brand part numbers shall be typed or written on the bid form					

EXHIBIT 10

REQUISITION NO.:

ADDENDUM ACKNOWLEDGEMENT

I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED
ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY
PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.

ADDENDUM NO.'S:

NO. 1

NO. 2

NO. 3

NO. 4

NO. 5

I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE
ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS. VENDOR
MUST CLEARLY UNDERSTAND THAT ANY VERBAL
REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY
ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES
AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE
INFORMATION ISSUED IN WRITING AND ADDED TO THE
SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.

.....
SIGNATURE

.....
COMPANY

.....
DATE