STATE OF WASHINGTON

Department Of Corrections

REQUEST FOR QUOTATION

THIS IS NOT AN ORDER

DEPT. REQUISITION NUMBER: FR0943986

RETURN DATE/TIME: 11-25-09 4:30 P.M. PST

RETURN QUOTATION TO:
DEPARTMENT OF CORRECTIONS
Email: ldshenefelt@doc1.wa.gov
1717 W. Broadway
Spokane, WA 99201

CONTRACT ADMINISTRATOR:
Lauri Shenefelt
TEL:(509) 324-8386
FAX:(509) 568-3136

DATE: 11-20-09

The quotation process is the State's informal purchasing procedure for obtaining goods and services. To assure consideration, your quotation must be in the return office by the "Return Date/Time" shown above. If inadequate competition is received or the prices are considered excessive, all quotes may be rejected and additional vendors be asked to quote.

(VENDOR NAME AND ADDRESS)

TO:

PRICES F.O.B. DESTINATION

Washington State Penitentiary
1313 N. 13th Ave.
Walla Walla, WA 99362-0520
Attn: James Atteberry
509-526-6581

REQ. ITEM NO.	COMMODITY CODE	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
1.		Smoke Detector Sensitivity Tester Kit, Part # TRUETEST800 or DOC Equal See Specification sheet MFG: _____ MODEL NO. _____	1	ea		
2.		Solo Heat Detector Tester, Part# SDISOL0461 OR DOC Equal, See attached Specification Sheet MFG: _____ MODEL NO. _____	1	Ea		
		Solo A4 Smoke Detector Tester, 10oz, Part # SDISOLOA4, OR DOC Equal See Specification Sheet MFG: _____ MODEL NO. _____	1	ea		

SUPPLIER NOTICE: Faxed or scanned/emailed quotations will be accepted. Unsigned or late quotations will neither be accepted nor returned to the vendors. Please quote net prices at which you agree to furnish any or all of the above goods and services F.O.B. destination, freight prepaid and included. The State reserves the right to accept or reject quotations on each items separately or as a whole. By signing below the vendor affirms having read the conditions noted above and on the reverse; agrees thereto, and has stated hereon the prices at which he will furnish and deliver. **Quotation results will NOT be given over the telephone. A copy of the final purchase order(s) will be sent to any vendor sending a stamped, self-addressed envelope.** Alternately, the file may be reviewed at the Return Office above after award.

VENDOR GUARANTEES DELIVERY F.O.B. DESTINATION

WITHIN ..... DAYS AFTER RECEIPT OF ORDER

AT ADDRESS SHOWN

SHIPMENT WILL BE MADE

FROM .....

VIA .....

Supplier Will Allow

..... %

Discount for payment within 30 days
Net 30

PRINT NAME/TITLE

TELEPHONE

SIGNATURE

DATE

PAGE	AGENCY NUMBER AND LOCATION	REQUISITION NO.
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This Is Not an Order

REQ. ITEM NO.	COMMODITY CODE	DESCRIPTION	BIDDER MUST ENTER ALL EXTENSIONS AND TOTAL			
			QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
		Freight charge if not included in the price of the items.	1	Lot		
		NOTE: FAXED OR SCANNED/EMAILED QUOTES WILL BE ACCEPTED ON OR BEFORE THE DUE DATE/TIME NOTED ABOVE. YOU CAN FAX YOUR SIGNED QUOTE TO (509) 568-3136 OR SCAN/EMAIL YOUR SIGNED QUOTE TO: LDSHENEFELT@DOC1.WA.GOV. UNSIGNED OR LATE QUOTATIONS WILL NOT BE ACCEPTED.				
					TOTAL	

Bidders are required to read and understand all information contained within this entire Request for Quotation (RFQ) package. The Standard Terms and Conditions, which are referred to in this RFQ are not automatically printed or sent out with this RFQ. By responding to this RFQ the Bidder agrees to read and understand these documents. For a copy of the Standard Terms and Conditions, contact the Contract Administrator of this RFQ.

In support of the state's economic and environmental goals, we encourage you to consider the following elements in responding to our bids. These are not a factor of award (unless specified in this document):

- Using environmentally preferable products and products that exceed EPA Guidelines
- Supporting a diverse supplier pool, including small, minority, and women-owned firms
- Featuring products made or grown in Washington

Requests for award results can be accommodated if the Bidder furnishes a self-addressed stamped envelope with their Bid or sends an email to the Contract Administrator of this RFQ requesting the bid results. After award a copy of the Purchase Order(s)/Contract award document(s) will be emailed to the lowest responsive/responsible Bidder. Bidders requiring additional information may choose to attend the Public Bid Opening or call for appointment to review the file after award. **Award results will not be given over the phone.**

To assure compatibility and/or for efficiency and economy, award will be made on an "All-or-None" basis.

Bids for brands/standards other than specified herein will be considered in accordance with Paragraph 26 of the Standard Terms and Conditions.

Request for Samples, Competitive Demonstrations, and/or Descriptive Literature:

The Department of Corrections reserves the right to ask for samples, competitive demonstrations, and/or descriptive literature at Bidder's expense. If not destroyed in testing or required for quality control, Bidders may request return of the samples at their expense. Samples will not be returned via U.S. Mail unless the Bidder includes the exact postage with the sample submitted. Samples must be labeled with Bidder's name, stock number, bid number, and method of returning if desired. Failure to provide the sample(s) within five (5) days after request may result in bid rejection. Bidders desiring notification when samples are ready for pickup must include a self-addressed, stamped postcard or envelope.

NOTE TO BIDDERS: Failure to complete the attached specification sheet may be cause to find your Bid/Quote non-responsive.

Bidders shall include the following information with their bid response:

Duration of warranty coverage - Parts: _____ (days) Labor: _____ (days)

Supplier Contact: _____.

Telephone: ( ) _____.

Facsimile: ( ) _____.

Email Address: _____.

Please provide a toll-free telephone number or one which may be called collect regarding your Bid/Quote:

( )_____.

Bidders are encouraged to offer a discount for prompt payment of invoice which will be utilized in determining the lowest responsive/responsible Bidder. To be considered in the state's evaluation, period of entitlement must be thirty (30) calendar days or greater.

Attention Supplier: Prompt payment discount must be referenced on invoice submitted to the Agency.

Minority and Women's Business Enterprises (OMWBE):

In accordance with the legislative findings and policies set forth in Chapter 39.19 RCW, the State of Washington encourages participation in all its contracts by MWBE firms certified by the Office of Minority and Women's Business Enterprises (OMWBE). Participation may be either on a direct basis in response to this solicitation/invitation or as a subcontractor to a bidder/proposer. However, unless required by federal statutes, regulations, grants or contract terms referenced in the bid/proposal document, no preference will be included in the evaluation of bids/proposals, no minimum level of MWBE participation shall be required as a condition for receiving an award and bids/proposals will not be rejected or considered non-responsive on that basis. Any affirmative action requirements set forth in federal regulations or statutes included or referenced in the contract documents will apply. Bidders may contact OMWBE at (360)753-9693 to obtain information on certified firms for potential subcontracting arrangements.

FEDERAL TAX IDENTIFICATION NUMBER (T.I.N.) FROM IRS FORM W-9 IS REQUIRED ON ALL INVOICES. INDICATE T.I.N. _____

Future Bidding Opportunities:

Effective July 1, 2007, the HQ Procurement Unit will post bidding opportunities for purchased goods and services to the state of Washington Department of General Administration's WEBS system. Bidders will be able to download bids and amendments through the WEBS system. If your firm is not currently registered and would like to receive future bidding opportunities you will need to register (no charge) with the WEBS system. You can register by going to www.ga.wa.gov and selecting Vendors & businesses "Register as a state vendor".