



ORIGINAL

RFQ - Invitation For Bids

RFQ Date: 08/29/2006

Collective Number:

CN00022734

SHOW THIS NUMBER ON BID ENVELOPE

Issuing Office:
 Rohrer Terry
 Attention: Bid Room
 Department of General Services
 6th Floor 555 Walnut Street
 Harrisburg PA 17101-1921

Bidder/Contractor's Name, Address and Phone #:

Your vendor number with us (if available): _____

Please Return Quotation To:
 Attention: Bid Room
 Department of General Services
 6th Floor 555 Walnut Street
 Harrisburg PA 17101-1921

Type of Security furnished if required:

- Certified or bank cashier's check
- Irrevocable letter of credit
- Certificate of deposit
- Other as specified by bid
- Bond - If annual bond:

RETURN BID BY:

BID OPENING DATE
 09/12/2006

BID OPENING TIME
 1:30 PM

EXPIRATION DATE OF CONTRACT:
 (IF APPLICABLE)

What is the name of the principal on the bond?

Items To Be Delivered To:
 SOUTHEASTERN VETERANS' CENTER
 One Veterans Drive
 Spring City PA 19475

Contact Information:

Buyer: Terry Rohrer
 Phone: 717-787-5180
 Fax: 717-346-3820

E-mail: trohrer@state.pa.us

DELIVERY DATE:

The following are incorporated by reference herein: 1) the documents attached to this RFQ, if any; 2) the documents incorporated by reference in this RFQ, if any; and 3) the bid and contract terms and conditions, stored on the web site address at www.dgs.state.pa.us for this type of RFQ as of the date of the RFQ. RFQ, as used herein, means Request for Quotations, Invitation for Bids, Invitation to Qualify, or Request for Proposals, as appropriate. The Bidder/Contractor, intending to be legally bound hereby, offers and agrees, if this submission is accepted, to provide the awarded items at the price(s) set forth below at the time(s) and place(s) specified.

Item No.	Description of Items	Quantity	UOM	Unit Price	Total Line Item Price
10	147151 BVI 3000 BLADDER SCAN Item text PORTABLE BVI 3000 BLADDER Shipping Instructions DELIVER TO THE ATTN: ANELLA KAUFFMAN, DON	1	EA		
	GENERAL REQUIREMENTS FOR ALL ITEMS: *** NO FURTHER INFORMATION ***				

Bidder/Contractor's Signature
 SIGN AND PRINT NAME BELOW

ENTER TOTAL BID AMOUNT HERE ▶

ALL PRICES ARE
 F.O.B. DESTINATION

AUTHORIZED OFFICER / PARTNER / OWNER (CIRCLE ONE)

DATE

This RFQ-Invitation for Bids is comprised of the following documents:

STD-203 (SAP), General Conditions And Instructions To Bidders For RFQ– Invitation For Bids (Rev 1-17-03)
GSPUR-12A (SAP), Standard DGS Purchase Order Terms and Conditions - SAP (Rev 5-07-04)
GSPUR-89, Reciprocal Limitations Act Requirements (Rev 2-15-02)
GSPUR-95, Bidding Preference for Products with Recycled Postconsumer Material (Rev 8-6-01)
GSPUR-13A, Special Terms and Conditions for Purchase Requisitions (Rev- 2-20-01)

Unless indicated with this RFQ-Invitation for Bids, these documents are available on-line at www.dgs.state.pa.us or by contacting the Bureau of Procurement Vendor Services Section (Fax No. 717-787-0725, Telephone No. 717-787-2199 or 4705). You must include the State of Manufacturer certificate with your bid as required by the Reciprocal Limitations Act 146 or your bid may be rejected.

SPECIAL TERMS AND CONDITIONS FOR PURCHASE REQUISITIONS

1. CONTRACT SCOPE/OVERVIEW:

The Contractor shall be required to furnish the awarded items at the price(s) quoted to The Department of Veteran's and Military Affairs – Southeastern Veterans Center and to invoice the using agency promptly after the items are delivered - reference the PO.

2.

The Contractor shall include in all of its invoices the following minimum information:

- Supplier name and "Remit to" address, including SAP Vendor number and, if ACH, the bank routing information or SAP 4-digit account identifier
- SAP Purchase Order number
- Delivery Address, including name of Commonwealth agency
- Description of the supplies/services delivered in accordance with SAP Purchase Order (include purchase order line number if possible)
- Quantity provided
- Unit price
- Price extension
- Total price
- Delivery date of supplies or services

If an invoice does not contain the minimum information set forth in this paragraph, the Commonwealth may return the invoice as improper. If the Commonwealth returns an invoice as improper, the time for processing a payment under **STD-272 (SAP), Standard Purchase Order Terms and Conditions** will be suspended until the Commonwealth receives a correct invoice. The Contractor may not receive payment until the Commonwealth has received a correct invoice.

3. ORDER OF PRECEDENCE:

These Special Terms and Conditions For Purchase Requisitions supplement the Standard Contract Terms and Conditions For Purchase Orders (or Standard Purchase Order Contract Terms and Conditions). To the extent that these Special Terms and Conditions for Purchase Requisitions conflict with the Standard Contract Terms and Conditions For Purchase Orders (or Standard Purchase Order Contract Terms and Conditions), these Special Terms and Conditions For Purchase Requisitions shall prevail.

4. POST-SUBMISSION DESCRIPTIVE LITERATURE

The Department of General Services may, during its evaluation of the bids, may require any bidder to submit cuts, illustrations, drawings, prints, test data sheets, specification sheets and brochures which detail construction features, design, components, materials used, applicable dimensions and any other pertinent information which the Department of General Services may require in order to evaluate the product(s) offered. The required information must be submitted within two (2) business days after notification from the Department of General Services. Failure to submit the required information prior to the expiration of the second business day after notification shall result in the rejection of the bid as non-responsive.

RECIPROCAL LIMITATIONS ACT REQUIREMENTS

Please Complete Applicable Portion of Pages 3 & 4 and Return with Bid.

NOTE: These Requirements Do Not Apply To Bids Under \$10,000.00

I. REQUIREMENTS

A. The Reciprocal Limitations Act requires the **Commonwealth** to give preference to those bidders offering supplies produced, manufactured, mined or grown in Pennsylvania as against those bidders offering supplies produced, manufactured, mined or grown in any state that gives or requires a preference to supplies produced, manufactured, mined or grown in that state. The amount of the preference shall be equal to the amount of the preference applied by the other state for that particular supply.

The following is a list of states which have been found by the Department of General Services to have applied a preference for in-state supplies and the amount of the preference:

STATE	PREFERENCE
1. Alaska	7% (applies only to timber, lumber, and manufactured lumber products originating in the state)
2. Arizona	5% (construction materials produced or manufactured in the state only)
3. Hawaii	10%
4. Illinois	10% for coal only
5. Iowa	5% for coal only
6. Louisiana	4% meat and meat products
	4% catfish
	10% milk & dairy products
	10% steel rolled in Louisiana
	7% all other products
7. Montana	5% for residents *
	3% for non-residents*
	*offering in-state goods, supplies, equipment and materials
8. New Mexico	5%
9. New York	3% for purchase of food only
10. Oklahoma	5%
11. Virginia	4% for coal only
12. Washington	5% (fuels mined or produced in the state only)
13. Wyoming	5%

B. The Reciprocal Limitations Act requires the **Commonwealth** to give preference to those bidders offering printing performed in Pennsylvania as against those bidders offering printing performed in any state that gives or requires a preference to printing performed in that state. The amount of the preference shall be equal to the amount of the preference applied by the other state for that particular category of printing.

The following is a list of states which have been found by the Department of General Services to have applied a preference for in-state printing and the amount of the preference:

STATE	PREFERENCE
1. Hawaii	15%
2. Idaho	10%
3. Louisiana	3%
4. Montana	8%
5. New Mexico	5%
6. Wyoming	10%

C. The Reciprocal Limitations Act, also requires the **Commonwealth** to give resident bidders a preference against a nonresident bidder from any state that gives or requires a preference to bidders from that state. The amount of the preference shall be equal to the amount of the preference applied by the state of the nonresident bidder. The following is a list of the states which have been found by the Department of General Services to have applied a preference for in-state bidders and the amount of the preference:

STATE	PREFERENCE
1. Alaska	5%(supplies only)
2. Arizona	5%(construction materials from Arizona resident dealers only)
3. California	5%(for supply contracts only in excess of \$100,000.00)

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|-------------------|---|
| 4. Connecticut | 10%(for supplies only) |
| 5. Montana | 3% |
| 6. New Mexico | 5%(for supplies only) |
| 7. South Carolina | 2%(under \$2,500,000.00)
1%(over \$2,500,000.00) |
| | This preference does not apply to construction contracts nor where the price of a single unit exceeds \$10,000. |
| 8. West Virginia | 2.5%(for the construction, repair or improvement of any buildings) |
| 9. Wyoming | 5% |

D. The Reciprocal Limitations Act also requires the **Commonwealth** not to specify, use or purchase supplies which are produced, manufactured, mined or grown in any state that prohibits the specification for, use, or purchase of such items in or on its public buildings or other works, when such items are not produced, manufactured, mined or grown in such state. The following is a list of the states which have been found by the Department of General Services to have prohibited the use of out-of-state supplies:

STATE PROHIBITION

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|-----------------|--|
| 1. Alabama | Only for printing and binding involving "messages of the Governor to the Legislature", all bills, documents and reports ordered by and for the use of the Legislature or either house thereof while in session; all blanks, circulars, notices and forms used in the office of or ordered by the Governor, or by any state official, board, commission, bureau or department, or by the clerks of the supreme court . . . /and other appellate courts/; and all blanks and forms ordered by and for the use of the Senate and Clerk or the House of Representatives, and binding the original records and opinions of the Supreme Court . . . /and other appellate courts/ |
| 2. Georgia | Forest products only |
| 3. Indiana | Coal |
| 4. Michigan | Printing |
| 5. New Jersey | For legislative printing and bidders for all of the following items:*
automotive parts, farm machinery, stainless steel tableware, kitchen small wares, major household appliances, chain link fence, portable sanitation units, glass, glazier supplies, storage batteries, spark plugs and filters, automotive glass, dental casting, prosthetic devices, pianos, musical instruments, carpet and cushion, shades, upholstery materials and supplies, room air conditioning, electrical supplies, plumbing supplies, hardware supplies, fasteners, lumber, building supplies, audiovisual/video equipment, fire extinguishers, fire hose, motor oils, fuel oil, sporting goods, photographic supplies, police equipment and supplies, venetian blinds, drapes, cheese, fresh fruit and vegetables, ammonia, bleach, pails, cleaning soaps, toilet cleaner, bowl cleaner, sponges, paper towel dispensers, water hose, course paper products, corrections department uniforms fine paper and paper cups. |
| 6. New Mexico | Construction |
| 7. Ohio | Only for House and Senate bills, general and local laws, and joint resolutions; the journals and bulletins of the Senate and house of Representatives and reports, communications, and other documents which form part of the journals; reports, communications, and other documents ordered by the General Assembly, or either House, or by the executive department or elective state officers; blanks, circulars, and other work for the use of the executive departments, and elective state officers; and opinions of the Attorney General. |
| 8. Rhode Island | Only for food for state institutions. |

*If the bid discloses that the bidder is offering to supply one of the above-listed products from the listed state (or in the case of New Jersey, if the bid discloses that the bidder is from New Jersey and it is offering one of the above-listed items), it shall be rejected. Contractors are prohibited from supplying these items from these states.

II. CALCULATION OF PREFERENCE

In calculating the preference, the amount of a bid submitted by a Pennsylvania bidder shall be reduced by the percentage preference which would be given to a nonresident bidder by its state of residency (as found by the Department of General Services in **Paragraph C** above). Similarly, the amount of a bid offering Pennsylvania goods, supplies, equipment or materials shall be reduced by the percentage preference which would be given to another bidder by the state where the goods, supplies, equipment or materials are produced, manufactured, mined or grown (as found by the Department of General Services in **Paragraphs A and B** above).

THIS FORM MUST BE COMPLETED AND RETURNED WITH THE BID

III. STATE OF MANUFACTURE

All bidders must complete the following chart by listing the name of the manufacturer and the state (or foreign country) of manufacture for each item. If the item is domestically produced, the bidder must indicate the state in the United States where the item will be manufactured. **This chart must be completed and submitted with the bid or no later than two (2) business days after notification from the Issuing Office to furnish the information.** Failure to complete this chart and provide the required information prior to the expiration of the second business day after notification shall result in the rejection of the bid.

ITEM NUMBER	NAME OF MANUFACTURER	STATE (OR FOREIGN COUNTRY) OF MANUFACTURE
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IV. BIDDER'S RESIDENCY

A. In determining whether the bidder is a nonresident bidder from a state that gives or requires a preference to bidders from that state, the address given on the first page of this invitation to bid shall be used by the Commonwealth. If that address is incorrect, or if no address is given, the correct address should be provided in the space below:

Correct Address:

B. In order to claim the preference provided under Section I.B., Pennsylvania resident bidders must complete the following or have such information on file with the **Issuing Office**:

1. Address of bidder's bona fide establishment in Pennsylvania at which it was transacting business on the date when bids for this contract/requisition were first solicited:

2. a. If the bidder is a corporation:

(1) The corporation is or is not incorporated under the laws of the Commonwealth of Pennsylvania.

(a) If the bidder is incorporated under the laws of the Commonwealth of Pennsylvania, provide date of incorporation:

(b) If the bidder is not incorporated under the laws of the Commonwealth of Pennsylvania, it must have a certificate of authority to do business in the Commonwealth of Pennsylvania from the Pennsylvania Department of State as required by the Pennsylvania Business Corporation Law (15 P.S. §2001). Provide date of issuance of certificate of authority:

(2) The corporation is or is not conducting business in Pennsylvania under an assumed or fictitious name. If the bidder is conducting business under an assumed or fictitious name, it must register the fictitious name with the Secretary of the Commonwealth and the office of the prothonotary of the county wherein the registered office of such corporation is located as required by the Fictitious Corporate Name Act, as amended 15 P.S. §51 et seq. Corporate bidders conducting business under an assumed or fictitious name must provide date of registry of the assumed or fictitious name:

b. If the bidder is a partnership:

(1) The partnership is or is not conducting business in Pennsylvania under an assumed or fictitious name. If the bidder is conducting business under an assumed or fictitious name, it must file with the Secretary of the Commonwealth and the office of the prothonotary the county wherein the principal place of business is located as required by the Fictitious Name Act of May 24, 1945, P.L. 967, as amended 54 P.S. §28.1. Partnerships conducting business under an assumed or fictitious name must provide the date of filing of the assumed or fictitious name with the Secretary of the Commonwealth:

(2) The partnership is or is not a limited partnership formed under the laws of any jurisdiction other than the Commonwealth of Pennsylvania. If the bidder is an Out-of-state limited partnership, it must register with the Pennsylvania Department of State as required by the Act of July 10, 1981, P.L. 237, as amended, 59 Pa. C.S.A. §503. Out-of-state limited partnerships must provide the date of registry with the Pennsylvania Department of State:

c. If the bidder is an individual:

He or she is or is not conducting business under an assumed or fictitious name. If the bidder is conducting business under an assumed or fictitious name, he or she must file with the Secretary of the Commonwealth and the office of the prothonotary in the county wherein the principal place of business is located as required by the Fictitious Name Act of May 24, 1945, P.L. 967, as amended, 54 P.S. §28.1. Individuals conducting business under an assumed or fictitious name must provide the date of filing of the assumed or fictitious name with the Secretary of the Commonwealth:

STATE OF MANUFACTURE CHART

THIS FORM MUST BE COMPLETED AND RETURNED WITH THE BID

The Reciprocal Limitations Act 146 requires the Department to give Pennsylvania resident bidders a preference against a non-resident bidder from any state that gives or requires a preference to bidders from that state. The amount of preference shall be equal to the amount of preference applied by the state of the non-resident bidder. More information on this Act, or how to claim preference, can be obtained at our internet site at www.dgs.state.pa.us, by faxing a request to 717 787 -0725, or by calling Vendor Services at 717 787-2199 or 4705.

All bidders must complete the following chart by listing the name of the manufacturer and the state (or foreign country) of manufacture for each item. If the item is domestically produced, the bidder must indicate the state in the United States where the item will be manufactured. **This chart must be completed and submitted with the bid or no later than two (2) business days after notification from the Department of General Services to furnish the information.** Failure to complete this chart **and provide the required information prior to the expiration of the second business day after notification shall** result in the rejection of the bid.

<u>ITEM NUMBER</u>	<u>NAME OF MANUFACTURER</u>	<u>STATE (OR FOREIGN COUNTRY) OF MANUFACTURE</u>
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BIDDER'S RESIDENCY

A. In determining whether the bidder is a nonresident bidder from a state that gives or requires a preference to bidders from that state, the address given on the first page of this invitation for bid shall be used by the Department of General Services. If that address is incorrect, or if no address is given, the correct address should be provided in the space below:

Correct Address:
