



World Class. Face to Face.

WSU - PURCHASING SERVICES
220 FRENCH
PULLMAN WA 99164-1020
FAX: (509) 335-7765

REQUEST FOR SEALED BID # 1490-BIT80480

Due by: 1/3/2008 , 4:00 PM

FAX RESPONSES ARE NOT ACCEPTABLE

INSTRUCTIONS:

1. Provide unit prices. Extend the amount in the designated columns. Provide bid total when bidding all items.
 2. If offering an equal item, list the brand and model or catalog numbers. Enclose descriptive product literature.
 3. Washington State University General Terms and Conditions apply.
 4. Quotation must be submitted on this form. Return all bid documents with offer. Vendor must insure physical delivery of bid response to WSU Purchasing Services at 220 French Administration Building by bid due date and time.
 5. Enclose a self-addressed, stamped envelope to receive bid results if desired.
- Washington State University encourages responses from Washington certified MWBE vendors.

ITEM #	DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
	***** SEALED BID ***** DO NOT FAX YOUR RESPONSE. RETURN THIS BID IN AN ENVELOPE CLEARLY MARKED WITH BID NUMBER, DUE DATE, YOUR RETURN ADDRESS AND "SEALED BID". ADDRESS FOR RESPONSES SENT VIA EXPEDITED AIR SHIPMENT IS: WASHINGTON STATE UNIVERSITY DIVISION OF PURCHASING FRENCH ADMIN BLDG RM 220 PULLMAN WA 99164-1020 ELECTRONIC VERSION OF BID AVAILABLE AT: https://fortress.wa.gov/ga/webs/bidcalendar.aspx WASHINGTON STATE UNIVERSITY IS ISSUING A BID TO ESTABLISH A BLANKET ORDER FOR STOCK INVENTORY TELECOMMUNICATIONS AND DATA EQUIPMENT FOR A ONE-YEAR PERIOD. THIS MAY BE EXTENDED FOR AN ADDITIONAL YEAR BY AGREEMENT BETWEEN PARTIES PRIOR TO THE END OF THE FIRST YEAR. AWARD WILL BE BASED ON ESTIMATED QUANTITIES (SEE ATTACHED). WSU MAKES NO COMMITMENT TO PURCHASE MINIMUM QUANTITIES.				

VENDOR:		The above offer is valid until:		Payment Terms:	
Signature:		Phone:		Shipping Destination: PULLMAN, WA 99164	
Printed Name:		Fax:		Quote FOB: DESTINATION FREIGHT PREPAID AND ADDED	
Title:		Date:		Shipment Origin: Zip Code of Origin:	
		Best Method of Shipment:		Lead Time:	
		Weight:		Cost: \$ No. Pieces	
		BUYER:		PAM BERRY	
		12/7/2007		berryp@wsu.edu (509) 335-1692	



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	• WE HAVE INCLUDED QUANTITIES USED FOR 2006 AND 2007 FOR YOUR CONVENIENCE. PLEASE USE 2007 QUANTITIES FOR PRICING, AND QUOTE ONE EACH WHERE QUANTITIES ARE ZERO OR ARE OMITTED. • PLEASE BID SPECIFIED MANUFACTURER WHERE LISTED, OR EQUAL. • WSU MAY CHOOSE TO MAKE A SPLIT OR MULTIPLE-VENDOR AWARD. • PRICES SHOULD INCLUDE SHIPPING CHARGES. • WSU WILL RECEIVE THE BENEFIT OF PRICE REDUCTIONS. PRICE REDUCTIONS POSTED BY THE MANUFACTURER MUST BE PASSED ON TO THE PURCHASER. • PLEASE EXTEND AMOUNTS AND TOTAL ALL ITEMS. • WSU MAY CHOOSE TO PURCHASE ITEMS OF LIKE KIND NOT ON THE LIST. QUOTE DISCOUNT OFF OF LIST PRICE ALLOWED FOR SUCH EQUIPMENT. _____ % DISCOUNT. SEE ATTACHED LIST.				

VENDOR:		The above offer is valid until:	Payment Terms:
Signature:	Phone:	Shipping Destination: PULLMAN, WA 99164	
Printed Name:	Fax:	Quote FOB: DESTINATION FREIGHT PREPAID AND ADDED	
Title:	Date:	Shipment Origin:	Zip Code of Origin:
		Best Method of Shipment:	Lead Time:
		Weight:	Cost: \$
		No. Pieces	
		BUYER: PAM BERRY	
		12/7/2007	berry@wsu.edu (509) 335-1692

Washington State University

Terms and Conditions

1. **Quality Standards** Special brands, when named, indicate the standard of quality, performance, or use desired. A WSU buyer will consider an equal or superior product if the vendor includes brand, model, and descriptive product information. Acceptance of an equal or superior product is conditioned on inspection, testing, and the approval of the product. The WSU buyer may determine that an item is not equal or superior and return the product at the vendor's expense.
2. **Shipping Instructions** WSU will provide shipping instruction on the purchase order. WSU reserves the right to refuse any C. O. D. shipment.
3. **Risk of Loss** Vendor agrees to bear all risks of loss, injury, or destruction of goods in this order that occur before delivery. Any loss, injury, or destruction shall not release vendor from any contractual obligations to WSU.
4. **Rejection** If the goods or tender of delivery fail in any respect to conform to the terms of this request, WSU may (1) reject the whole, (2) accept the whole, or (3) accept any unit or units and reject the rest. Vendor agrees to assume the risks and expenses of return shipment of the rejected goods.
5. **Warranties** Vendor warrants goods or services offered conform to the specifications of this request and that the goods or services are fit for the purpose for which such goods or services are ordinarily employed.
6. **Liens, Claims, and Encumbrances** Vendor warrants and represents that all the goods offered to WSU are free and clear of all liens, claims, or encumbrances of any kind.
7. **Delivery** Vendor shall give notice to and obtain prior approval from a WSU buyer for any exception to the delivery date. Delivery date shall be 120 days from the date WSU places on the order unless otherwise specified on the purchase order. WSU's acceptance of a late order, either with or without objection or reservation, shall not waive the right to claim damages for such breach nor shall such acceptance constitute a waiver of the requirements for the timely performance of any obligation remaining to be performed by vendor. WSU reserves the right to cancel any order not delivered within the prescribed time.
8. **Taxes** WSU agrees to pay all State of Washington sales or use taxes unless otherwise specified. Vendor shall not charge WSU for any taxes from any other state or from the federal government. WSU's federal excise tax exemption number is A-102384.
9. **Payments** WSU will pay within 30 days of the receipt of a properly completed invoice and the receipt of the invoiced items unless otherwise specified on the purchase order. A properly completed invoice includes the vendor name and address, itemizes the purchased products, and bills WSU. WSU shall mail payments to vendors through the United States mail unless otherwise specified. WSU shall not honor drafts not accept goods on a sight draft basis
10. **Cash Discounts** The period of computation for a cash discount commences on the date of delivery of the goods or services or on the date WSU receives a correctly completed invoice, whichever is later. If WSU is entitled to a credit due to damage to the goods or some other dispute, the cash discount period commences on the date the vendor authorizes the credit. IF WSU and the vendor make the discount part of the order, but the vendor does not reflect the cash discount on the invoice, WSU will apply discount commencing on the date WSU determines that the cash discount applies.
11. **Late Payment Charges** Vendor shall not consider payment late if WSU has a check or warrant available or mailed within the time specified. Vendor may invoice WSU a late payment as prescribed in RCW 39.76.
12. **Packing** WSU will not pay for special handling, packing, wrapping, bags, containers, reels, etc., unless WSU includes those charges in the specifications.
13. **Hold Harmless** Vendor shall hold WSU harmless from and against any damage, claim, or liability for any or all injuries to persons or property arising from acts or omissions of vendor, its employees, agents, or subcontractors, howsoever caused.
14. **Intellectual Property Infringements** Vendor agrees to hold harmless WSU against all claims for patent, trademark, copyright, or franchise infringement arising from the purchase, installation, or use of goods on this order.
15. **FPR/ASPR** All Federal fund expenditures are subject to the Federal Acquisition Regulation (FAR) flowdown clauses identified on any attachments to this request.
16. **Law** The laws of the State of Washington shall govern this transaction. The venue of any action brought hereunder shall be in the Superior Court, County of Whitman, State of Washington.
17. **Nondiscrimination** The parties agree to be bound by applicable state and federal rules governing equal employment opportunity, sexual orientation (to include gender identity) and nondiscrimination.
18. **OSHA/ WISHA** Vendor agrees to hold harmless WSU from all damages assessed as a result of vendor's failure to comply with the Federal Occupational Safety and Health Act (OSHA), the Washington Industrial Safety and Health Act (WISHA), and the standards issued thereunder and for the failure of the items furnished under this request for prices to so comply.