Request for Quote

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
ONE CAPITOL HILL
PROVIDENCE RI 02908

CREATION DATE : 30-APR-13
BID NUMBER: 7463393
TITLE: Dictation and Transcription Services, DCYF

BLANKET START : 01-JUN-13
BLANKET END : 30-JUN-16
BID CLOSING DATE AND TIME:20-MAY-2013 11:15:00

BUYER: JOHN COWELL, JR.
PHONE #: (401) 574-8114

BILL TO
DOA CONTROLLER
ONE CAPITOL HILL, 4TH FLOOR
SMITH ST
PROVIDENCE, RI 02908
US

SHIP TO
DCYF MANAGEMENT & BUDGET
101 FRIENDSHIP ST, 4TH FLOOR
PROVIDENCE, RI 02903
US

Requistion Number: 1286801

Line	Description	Quantity	Unit	Unit Price	Total
1	BLANKET REQUIREMENT: June 1, 2013 - June 30, 2016 THE UNIT "EACH" IS FOR "EACH WORD TRANSCRIBED" AS AN ADDITIONAL PART OF THE DESCRIPTION "TO PROVIDE STATEWIDE AUTOMATED MOBILE MOBILE DICTATION" 6/1/2013 - 6/30/2016 DICTATION AND TRANSCRIPTION SERVICES FOR CHILD PROTECTIVE, FAMILY SERVICE, LICENSING, AND PROBATION WORKERS. AVERAGE WORDS PER MONTH	350,000.00	Word		

Delivery: _____

Terms of Payment: _____

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer

Contract Terms and Conditions

Table of Contents

Terms and Conditions....VI
BID STANDARD TERMS AND CONDITIONS....VI
TERMS AND CONDITIONS FOR THIS BID....VI
RIVIP INFO - BID SUBMISSION REQUIREMENTS....VI
PURCHASE AGREEMENT BID....VI
MULTI YEAR AWARD....VI

Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

RIVIP INFO - BID SUBMISSION REQUIREMENTS

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

PURCHASE AGREEMENT BID

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. ORDERING (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

MULTI YEAR AWARD

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.