

SOLICITATION NUMBER: ARFQ DCR25*75
Addendum Number: 01

The purpose of this addendum is to modify the solicitation identified as (“Solicitation”) to reflect the change(s) identified and described below.

Applicable Addendum Category:

- ☐ Modify bid opening date and time
- ☐ Modify specifications of product or service being sought
- ☒ Attachment of vendor questions and responses
- ☐ Attachment of pre-bid sign-in sheet
- ☐ Correction of error
- ☐ Other

Description of Modification to Solicitation:

1. To attached answer to vendor question received on 1/27/2025.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

Vendor Question and Response

ARFQ 0608 DCR2500000075 - AlphaCard ID Printer and Supplies or Equal - WV DCR Central Office Fiscal Department 1-29-25

Last vendor question received on 1/27/2025:

Vendor Question 01:

I wanted to ask a question, what are the quantities you are looking for? It says one of each on the specs which makes sense for the printer itself but for the cards and ribbon seemed strange to me so I wanted to clarify.

Agency Answer 01:

- The WV Division of Administrative Services is soliciting bids on behalf of WV Division of Corrections and Rehabilitation to establish an open- ended contract for the purchase of AlphaCard Magicard 600 printers or equal, ID cards, ribbons, cleaning kits and die fees as more fully explained in the specifications below.
- The quantities for each mandatory contract item requirement is on an as needed from the vendor; there is no set amount for the contract.

Vendor Question 02:

3.1.2 ID Cards

As the current provider, we are supplying you with two cards: a blank composite card and a hologram card. Would you like us to quote just the hologram card?

Agency Answer 02:

- Please quote for the hologram card.

Vendor Question 03:

3.1.5 Die Fee for Artwork Setup

Are you intending to change your current design, or keep it the way it is? That will determine if we need to charge a die fee for artwork setup.

Agency Answer 03:

- We will keep the current design until a necessary change.

Vendor Question 04:

The Magicard 600 ID card printer comes with a three-year manufacturer warranty covering the printer and printhead.

Per 3.1.6.2, we can certainly quote you an additional year of manufacturer warranty.

However, the manufacturer warranty does not cover a loaner printer as requested in 3.1.6.4

We could provide this through our additional TrueSupport plan for 3 or 4 years: <https://www.alphacard.com/truesupport-software-1>

Support - Included with every printer purchase

TrueSupport Premium Plan

3-year manufacturer's warranty on printer hardware (parts + labor)

3-year manufacturer's warranty on printer hardware (parts + labor)

Loaner coverage during manufacturer warranty period

What is your preference between these options?

Agency Answer 04:

- Please quote an additional year of manufacturer coverage.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DCR25*75

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further 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.

Cluster Technology Group

Company



Authorized Signature

2-3-2025

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

Revised 6/8/2012