



Request for Proposal

DI Water Systems Maintenance and Repair

December 9, 2016



College of William and Mary
George Mason University
James Madison University
Old Dominion University
Radford University
The University of Virginia
Virginia Commonwealth University
Virginia Military Institute
Virginia Tech

A VASCUPP Member Institution
Issued by
Procurement and Supplier Diversity Services
Charlottesville, Virginia

A. GENERAL INFORMATION

Request for Proposal (RFP) Name: DI Water Systems Maintenance and Repair

RFP Number: HH120916

Issue Date: December 9, 2016

Brief Description: The University seeks an experienced and qualified firm to provide maintenance and repairs to DI (Deionized) Water Systems including, but not limited to, distilled, reverse osmosis and deionized within the Academic and Health Science Centers. Provide all material, labor, supervision, tools, equipment, and incidentals necessary to maintain and/or repair systems for the University of Virginia (“University”).

Preproposal Conference and Walking Tour: An optional Preproposal Conference will be held on Thursday, December 15, 2016 at 9:00 a.m., at Skipwith Hall, Upper Level Conference Room, 575 Alderman Road, Charlottesville, Virginia (map may be viewed at this web site: <http://www.virginia.edu/Map/>). The purpose of the Preproposal Conference is to allow potential interested parties an opportunity to present questions and obtain clarification relative to any facet of this RFP, as well as view a few of the systems requiring maintenance schedules. The tour will begin on the Academic Side promptly after the Preproposal Conference and will not be held up by late attendees. While attendance at this conference will not be a prerequisite to submitting a proposal, interested parties who intend to submit a proposal are strongly encouraged to attend. Please do not bring more than two attendees to the conference. Bring a copy of the solicitation with you.

Firms planning to attend the Preproposal Conference should notify ToShun Campbell by email (pur-rfp@virginia.edu) no later than 3:00 p.m. on Tuesday, December 13, 2016 of the names, titles, and phone numbers of the individuals who will attend. Firms traveling to Charlottesville can go to the following website for travel arrangement assistance: <http://www.virginia.edu/placestostay/>

Proposal Due Date: 3:00 p.m., Friday, January 13, 2017. Firms must submit an electronic original proposal that will be received by the University by the proposal deadline to the address pur-rfp@virginia.edu. In addition to the original proposal, firms must provide **two** hard copies of the original proposal in individual, bound volumes. All electronic proposal documents, whether originals or copies, should be formatted as Microsoft Word documents.

Any trade secrets or proprietary information submitted with a proposal (original or copy) for which the firm seeks protection from public disclosure must be clearly identified by the specific page and section number in the proposal and accompanied by a suitable justification requesting non-disclosure.

Negotiations: Negotiations, if needed, will be held the week of February 7, 2017.

Expected Award Date: March 31, 2017.

Term of Agreement: The term of a resulting Agreement or Purchase Order will be for three years, with the ability to renew on the same or similar terms and conditions, for two additional two-year periods if mutually agreeable to the University and the Selected Firm. The Selected Firm and the University will mutually agree at least 180 days prior to each renewal period whether to renew the terms of the Agreement.

REFER ALL QUESTIONS TO THE ISSUING OFFICE:

UNIVERSITY OF VIRGINIA
Department of Procurement and Supplier Diversity Services
1001 North Emmet St, Carruthers Hall
P.O. Box 400202
Charlottesville, VA 22904-4202
Attention: Heather Hite
Phone: 434-982-5077
Email: hch3h@virginia.edu

If RFP proposal is sent U.S. Postal Service, use the P. O. Box. The University does not take responsibility for lost or misdirected mail. During the RFP process, all communication must be directed to the buyer listed above, with the exception of issues directly related to SWAM business and SWAM subcontracting opportunities. Such SWAM issues may be alternately directed to Les Haughton, Director Supplier Diversity, at (434) 924-7174 or SWAM@virginia.edu. Any failure to adhere to this requirement may result in the rejection of the firm's proposal or cancellation of the RFP.

This Request for Proposal (RFP) has been posted on Procurement and Supplier Diversity Services web site for your convenience. Addenda and attachments are posted if issued. The RFP can be downloaded at this web site: <http://www.procurement.virginia.edu/pagerfp>. It is the firm's responsibility to ensure that the latest version of the entire RFP and related links are reviewed prior to submission of a proposal. We encourage you to check the web site frequently for any changes prior to the due date. Call (434) 924-1346 if you have trouble accessing the RFP from the web. For questions about the content of the RFP, contact the buyer listed above. Additional information can be found on Procurement and Supplier Diversity Services web site: <http://www.procurement.virginia.edu>.

For ease of reference, each firm or individual receiving this RFP is referred to as a "firm" and the firm or individual selected to provide services for the University is referred to as the "Selected Firm." This RFP states the instructions for submitting proposals and the procedure and criteria by which a firm may be selected.

B. SCOPE OF GOODS & SERVICES

The University seeks a qualified Firm to design and implement a complete maintenance and repair program for the DI Water Systems installed at the University, located at the Health Science Center and at the University's Academic Buildings listed below. The Selected Firm will furnish all labor, materials, tools, and resources necessary to design and develop maintenance and repair schedule. In addition to normal maintenance and

repairs, the Selected Firm will provide a percentage discount on new systems as required by the University.

1. The University requires the Selected Firm to provide a proposal to:
 - Inspect and test systems, storage tanks, filters, pumps and softeners
 - Test water with appropriate indicators and meters
 - Replace filters and bulbs as per recommended schedule provided by firm
 - Replace empty chemical drums with full drums
 - Include a pricing agreement on new systems as required by the University

The hours maintenance and repairs will be conducted are 8:00 a.m. until 4:30 p.m., Monday through Friday.

- a. Health Science Building locations:
 - Pinn Hall basement – storage tank with pumps, pre, post and tank filters, RO with carbon, softener, multimedia, UV and DI tanks
 - MR-4 (4th floor) equipment room – filters, DI tanks, storage tank
 - MR-4 (6th floor) lab, 6074 equipment room – storage tank with pumps, pre, post and tank filter, RO with softener, carbon, UV and DI tanks
 - Medical School 5th floor lab 5767 equipment room – storage tank with pump, pre and post filters, RO with carbon, softener, UV and DI tanks
 - Multistory Building penthouse equipment room – storage tank with pumps, pre and post filters, RO with carbon, multimedia, softener, UV's and DI tanks
 - MR-5 Penthouse equipment area – storage tank with pumps, pre, post and tank filters, RO with softener, carbon and twin UV's
 - Aurbach Medical basement equipment room – storage tank with pump, pre, post and tank filters, RO with softener, carbon, UV and DI tanks
 - Aurbach stand alone system room G110 – pre and post filters, DI tanks on city water pressure
 - MR-6 basement equipment room – storage tank with pumps, pre, post, and tank filters, RO with carbon, multimedia, twin UV's and DI tanks.
 - Battle Building – RO System
 - Battle Building – UV System
 - Battle Building – Water softener
 - Emily Couric Cancer Center – Penthouse softener
 - Physical Life Science Building – Penthouse softener
 - Physical Life Science Building – House RO system
 - New Hospital – 2M level twin UVA
 - New Hospital – Penthouse twin UVA
- b. Academic Building locations:
 - Chemistry Additions in the basement equipment room – storage tank and pumps, pre and post filters, RO with softener, carbon, UV and DI tanks

- Old Chemistry Penthouse (5th floor) equipment room – storage tank, with carbon, DI tanks and pre filter, gravity feed to floors below
- Gilmer Hall (3rd floor) equipment room – storage tank, with carbon, DI tanks and pre filter gravity feed to floors below
- Gilmer Hall equipment room – storage tank with pumps, pre filter, RO with carbon and DI, Penthouse addition
- Clark Hall (including additions) – storage tank with pumps, pre, post and tank filters, RO with twin softener, carbon, UV and DI tanks
- Chemical Engineering mechanical room M010 – tank, still and pump
- Materials Science Building – Room 003 – to add at a later date

2. Documentation of Services

- a. The Selected Firm will develop and maintain a service log for each system on the list above which will be kept in each respective University location. Sixty days after award, the Selected Firm will provide the University with a log for its records.

The service log will contain:

- Description of equipment
- Copy of the preventative maintenance schedule for the respective machine/system
- Brief account of the work performed on the machine/system

- b. The service ticket details:

After the system repair or service has been demonstrated to be completed, the Selected Firm will provide a service ticket with a number to the University's Area Supervisor for signature. The service ticket will include documentation of the suspected problem(s) and steps taken to correct the problem.

3. Special Work Performance Requirements:

- a. Selected Firm's personnel must come to work in clean clothes and wear uniforms at all times to designate their affiliation with the Selected Firm.
- b. All work will be coordinated with the University's Zone Maintenance Supervisors at the various locations.
- c. A clean jobsite must be maintained at all times.
- d. The Selected Firm will maintain a mandatory background check and drug and alcohol-testing program for all employees.
- e. The Selected Firm(s) will be required to work under the same conditions as the University's Facilities Management painters. This includes, but is not limited to, vehicle parking arranged through the University's Department of Parking and Transportation, adhering to the University's Facilities Management's Facilities Design and Construction Guidelines, complying with all building and safety codes, and scheduling work around the University's class schedules, special events and holidays.

C. BASIS OF SELECTION

Proposals will be evaluated based upon the overall merits/value of the proposal including, but not limited to, price. The University will evaluate proposals, and if a firm is to be selected, select the firm on the basis of:

1. The firm's plan to provide the University with the products as described in the Scope of Good and Services section;
2. The firm's experience in providing Goods and Services similar to those described in this RFP, to include the firm's references from clients;
3. The firm's price proposal; and
4. The firm's Small, Woman-owned and Minority-owned (SWAM) business status and/or the firm's plan for utilization of SWAM businesses. For more information about SWAM and the University's SWAM plan, please see the letter in Attachment 1 and refer to the following site:
www.procurement.virginia.edu/main/publicpostings/rfp/SWAMplan.pdf

Note 1: A 10% minimum weight will be given to this criterion in evaluating proposals.

Note 2: Any questions related to SWAM business and SWAM subcontracting opportunities can be directed to Les Haughton, Director Supplier Diversity, at (434) 924-7174 or lh7sn@virginia.edu.

D. CONTENTS OF PROPOSAL

Proposals will be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP. Emphasis will be on completeness and clarity of content, and will be organized in the order in which the requirements are presented in the RFP.

Unnecessarily elaborate brochures and other presentations beyond that sufficient to present a complete and effective proposal are not desired and may be construed as an indication of the firms' lack of cost consciousness. Elaborate artwork, expensive paper and bindings, and expensive visual and other presentation aids are neither necessary nor desired.

Firms will provide the following information:

1. A detailed description and the full specifications of the maintenance and repair plan proposed. Each firm will indicate in its proposal the firm's ability to achieve/comply with each specification. Please provide examples of logs/documentation. In the event that the firm wishes to propose an alternate specification that, in any way, differs from the above specifications, the firm will detail the proposed change(s) and how the proposed change would compare to the listed specification. Please be as specific as possible in describing the firm's service plan for each system (i.e. check air vent filter at six months, change if needed and change filter in 12th month of contract, etc.). Proposals will be formatted in such a way to address each of the above specifications in a line-by-line process.

2. A brief history of the firm and its experience, qualifications and success in providing the type of product requested.
3. Information on the warranty associated with the product the firm is proposing and any extended warranty (include the price) that might be available.
4. The firm's proposed price / fee for providing the Goods and Services, to include shipping charges (the University's shipping terms are FOB Destination). Be specific in pricing for each system in each location.
 - Provide a percentage discount on material used for repair on equipment used at the University (i.e. how the Selected Firm will base their cost for parts used to repair the equipment)
 - Provide a percentage discount on new equipment purchases
 - Standard and emergency labor rates
 - Travel and related expenses
5. At least three references where similar goods and/or services have been provided. Include the name of the firm / organization, the complete mailing address, and the name of the contact person and telephone number.
6. The firm's Small, Woman-owned and Minority-owned (SWAM) businesses status and/or how the firm intends to utilize SWAM firms in regards to this particular procurement.
7. Provide the amount of annual sales the firm has with each VASCUPP Member Institution. A list of the VASCUPP Members can be found at <https://vascupp.org>
8. Complete and return the information requested in Attachment 2, Firm Information.

NOTE: Virginia Freedom of Information Act

Except as provided, once an award is announced, all proposals submitted in response to this RFP will be open to inspection by any citizen, or interested person, firm or corporation, in accordance with the Virginia Freedom of Information Act. Trade secrets or proprietary information submitted by a firm prior to or as part of its proposal will not be subject to public disclosure under the Virginia Freedom of Information Act only under the following circumstances: (1) the appropriate information is clearly identified by some distinct method such as highlighting or underlining; (2) only the specific words, figures, or paragraphs that constitute trade secrets or proprietary information are identified; and (3) a summary page is supplied immediately following the proposal title page that includes (a) the information to be protected, (b) the section(s)/page number(s) where this information is found in the proposal, and (c) a statement why protection is necessary for each section listed. The firm must also provide a separate electronic copy of the proposal (CD, etc.) with the trade secrets and/or proprietary information redacted. *If all of these requirements are not met, then the firm's entire proposal will be available for public inspection.*

IMPORTANT: A firm may not request that its entire proposal be treated as a trade secret or proprietary information, nor may a firm

request that its pricing/fees be treated as a trade secret or proprietary information, or otherwise be deemed confidential.

E. TERMS AND CONDITIONS

This solicitation and any subsequent award is subject to:

- The Selected Firm registering as a vendor with the University of Virginia.
<https://www.procurement.virginia.edu/pagevendorregistrationform>
- Unless otherwise deemed appropriate by the University, the Selected Firm(s) will enroll in one of the University approved methods for receipt of electronic payments. Accordingly, the Selected Firm agrees to accept Bank of America's ("BoA") ePayables® method of electronic payment or BoA's PayMode® method of electronic payment.
- The Selected Firm registering and accepting eVA Terms and Conditions prior to award.
<http://www.eva.virginia.gov/>
- The University's Mandatory Contractual Provisions:
<http://www.procurement.virginia.edu/main/publicpostings/rfp/mandatoryprovisions.pdf>
- The University's Preferred Contractual Provisions:
<http://www.procurement.virginia.edu/main/publicpostings/rfp/preferredprovisions.pdf>

Note: Unless a firm *expressly and specifically states its exception* to any of the Preferred Provisions in its written proposal, then the proposal from the firm will automatically be deemed to include those Provisions.

- The University's Procedure for Resolution of Contractual Claims
<http://www.procurement.virginia.edu/main/publicpostings/rfp/resolution.pdf>

F. OTHER INFORMATION

Insurance

Listed below is the insurance the Selected Firm must maintain under any Agreement resulting from this RFP. In no event should the Selected Firm construe these minimum required limits to be its limit of liability to the University. The Selected Firm will maintain insurance which meets or exceeds the requirements of the University with insurance companies that hold at least an A- financial rating with A.M. Best Company. No Agreement will be executed by the University until the Selected Firm satisfies the insurance requirements of the University. The Selected Firm may be required to provide the University with a

valid Certificate of Insurance before providing any goods or services to the University. The University reserves the right to approve any insurance proposed by the Selected Firm.

Commercial General Liability:

The Selected Firm and any Subcontractor will provide a minimum combined single Limit of Liability for bodily injury and property damage of \$1,000,000 per occurrence and \$3,000,000 aggregate with coverage for the following:

- {X } Premises/Operations {X } Products/Completed Operations
- {X } Contractual {X } Independent Contractors
- {X } Additional Insured*

Automobile Insurance:

The Selected Firm and any Subcontractor will provide a minimum combined single Limit of Liability for bodily injury and property damage of \$1,000,000 per occurrence with the following coverages for vehicles operated by their employees.

- {X } Any Automobile {X } Owned and Non-Owned Automobiles

Workers' Compensation:

The Selected Firm and any Subcontractor will maintain workers' compensation insurance on all employees that complies with Workers' Compensation Act of Virginia and such policy of insurance will also provide for employers liability coverage of not less than \$500,000.

Umbrella/Excess Liability:

The Selected Firm and any Subcontractor will maintain excess liability coverage of at least \$2,000,000 per occurrence that provides coverage uniform with the underlying general liability insurance.

*Additional Insured:

The University will be named as an Additional Insured, and the proper name is: "The Commonwealth of Virginia, and the Rector and Visitors of the University of Virginia, its officers, employees, and agents."

Formation of the Agreement with the Selected Firm

All proposals received will first be carefully evaluated by the University, and then the University intends to conduct negotiations with two or more firms. After negotiations have been conducted, if the University chooses to make award, the University will select the firm which, in its opinion, best meets the needs of the University. Alternately, if the University determines in writing and in its sole discretion that only one firm is fully qualified, or that one firm is clearly more highly qualified than the others under consideration, it may decide to negotiate and award an agreement to that single firm. In either event, the University intends to execute a mutually satisfactory written agreement which will reflect and largely incorporate this RFP as reconciled with any pertinent documents, such as the proposal submitted and relevant negotiation correspondence.

Because the University may choose to negotiate and award to a single firm as discussed above, each firm must include in its written proposal all requirements, terms or conditions it may have, and should not assume that an opportunity will exist to add such matters after the proposal is submitted.

Any firm(s) invited to negotiations should note that the University reserves the right to begin negotiations by combining the best aspects of submitted proposals from all responding firms as the basis for subsequent formation of any Agreement resulting from this RFP.

Firms should also note that, as described above, certain matters will automatically be deemed part of the proposal.



UNIVERSITY of VIRGINIA
OFFICE OF THE VICE PRESIDENT FOR FINANCE
Attachment 1

Vice President for Finance's Request for Commitment

Greetings:

The University of Virginia is able to deliver excellent education, research, healthcare, and public service because the high value support from you and all our suppliers of goods and services. Thank you for sharing our commitment to excellence. As a University, we are committed to diversity within our students, our faculty and staff, and our vendors and contractors. An important part of our procurement program involves our commitment to doing business with small, women- and minority-owned (SWaM) businesses. We look to you to help us achieve this objective.

We currently have a substantial volume of activity with small firms; however, we are striving to increase the number of substantial, long-term business relationships with minority-and women-owned businesses. We need your help here.

I have two requests. First, I ask that you actively seek out opportunities to involve small, women-and minority-owned businesses as you deliver services to UVa. Our team in Procurement and Supplier Diversity Services will assist you in identifying qualified diverse business partners. Second, please report your success in this area through our quarterly subcontracting reports – this is critical in quantifying how well we are meeting our goals. The terms and conditions previously provided to your organization outlined this process.

This effort is important to the University. We truly appreciate your efforts to join us in this commitment and partnership towards excellence.

Sincerely,



Melody S. Bianchetto
Vice President for Finance

O'Neil Hall
Post Office Box 400210
Charlottesville, Virginia 22904-4210
434-982-2347 · Fax: 434-297-6444
msb2p@eservices.virginia.edu * www.virginia.edu/avpfinance

Attachment 3 - Locations with Details

Pinn Hall Basement – RO/DI system, Crane RO with 20” pre filter, 4 cu.ft. automatic multi media, 4 cu.ft. automatic water softener, 4 cu.ft. automatic carbon, 6 ea. 14” x 47” exchanged mixed bed DI tanks, 1 each Big Bubba 1 micron absolute post filter, 1 each Atlantic UV CSL-6r UV

MR-4 (4th Floor) – RO/DI systems, Crane RO, 20” 5 micron, softener, Big Blue 20” 1 micron filter, 1 ea. 14” x 47” carbon

MR-4 (6th floor) – RO/DI system, 12” x 36” carbon, 2 ea. 14” x 47” mixed bed DI, 2 ea. 20” .2 micron post filter, 1 ea. 14” UV bulb, 1 ea. Capsule tank vent filter

Medical School 5th Floor – RO/DI system, Crane RO 1500gpd with 20” prefilter, Marlo MGT-60 2 cu.ft. water softener, 1 ea. 8” x 44” exchange carbon tank, Atlantic UV SL1 UV, 1 ea. 10” .2 micron post filter

Multistory Building Penthouse – RO/DI water system, Crane 1500gpd RO, 1 ea. 14” x 47” exchange carbon, 2 ea. 14” x 47” exchange mixed bed DI tanks, 7 ea. 20” .2 micron post filter, automatic shut down system with 4 ea. AA batteries, Sunlight UV with 2 ea. UV bulb, 1 ea. 10” tank vent filter

MR-5 Penthouse – RO/DI system, Crane RO, automatic water softener, Atlantic UV RBE-6R, 2 ea. 8” x 44” exchange carbons, 6 ea. 14” x 47” exchange mixed bed DI tanks, 7 ea. .2 micron post filters, 1 ea. Atlantic UV SL10A UV

Aurbach Medical Basement – RO/DI system, water softener, RO system 2200gpd and 20” micron filter, 7 ea. Post filters 20” .2 micron filter, 1 ea. Atlantic Ultra Violet 14” bulb, 2 ea. 14” x 47” worker mixed bed, 2 ea. 14” x 47” polishing mixed bed

MR-6 Basement – RO/DI system, Newtera RO, 8 ea. 14” x 47” exchange mixed bed DI tanks, 2 cu.ft. automatic carbon tank, 2 cu.ft. automatic multi media, Atlantic UV S14 UV, 4 ea. 10” 5 micron prefilters, 1 ea. 10” x 4.5” 5 micron filter, 4 ea. 30” .2 micron post filters, 1 ea. Atlantic UV S5000 UV

Battle Building – RO/DI system, Marlo RO system, automatic carbon, 4 ea. 14” x 47” mixed bed DI tanks, Atlantic UV-051311R bulb, 15-1082a UV sleeve, 4 ea. 30” .2 micron post filters, storage tank vent filter 10”

Battle Building UV – Aqua-Azul 1VO-100-WAM 10 bulb unit

Battle Building Water Softener – Marl MR-300-2 triple water softener

Emily Couric Cancer Center – Water softener, Marlo 1 cu.ft.

Physical Life Science Building Penthouse – Automatic water softener 2 cu.ft.

Physical Life Science Building House System – RO/DI system, US Filter RO system, 4 cu.ft. automatic carbon tank, 4 cu.ft. automatic water softener, 4 ea. 14” x 47” exchange mixed bed DI tanks, 1 ea. Atlantic UV CSL-4R UV, 2 ea. 20” tank vent filters, 1 ea. RO pre filter 10” x 4.5” 5 micron

New Hospital - 2M level twin UVA

New Hospital Penthouse – twin UVA

Chemistry Addition Basement Room M080 – RO/DI system, Zenon RO, 1 ea. 14” x 47” carbon tank, 2 ea. 14” x 47” mixed bed DI tanks, 2 ea. 20” 1 micron post filter, 1 ea RO pre filter 20” 5 micron, UV SL-1 bulb and sleeve, tank capsule filter

Old Chemistry Room 503 (5th floor) – DI water system, 1 ea. 14” x 47” exchange carbon tank, 2 ea. 14” x 47” exchange mixed bed DI tanks, 1 ea. 20” 5 micron pre filter, 1 ea. 20” .2 micron post filter

New Gilmer Penthouse Addition – RO/DI water system, Crane RO system 20” 5 micron, 2 ea. 8” x 44” carbon tanks, automatic water softener, tank capsule filter

Old Gilmer Penthouse (3rd Floor) – DI water system, 1 ea. 12” x 36” exchange carbon tank, 3 ea. 12” x 36” exchange mixed bed DI tanks, 1 ea. Tank capsule vent filter, 1 ea. 20” 5 micron pre filter, 1 ea. Automatic water softener

Clark Hall Basement – RO/DI system, Crane RO 20” 5 micron pre filter, automatic carbons, 2 ea. 14” x 47” mixed bed DI tanks, Pre RO Atlantic UV with 8030 bulb, Post UV Atlantic GI 50 with 4 bulbs and sleeves, post filters 14 ea. 30” .2 micron

Chemical Engineering – DI water system, 14” x 47” carbon, 2 ea. 14” x 47” mixed bed DI tanks, 1 ea. 20” 5 micron filter, 1 ea. 20” 1 micron filter

Material Science Building – to add at a later date

Attachment 2
Firm Information

Full Legal Name (<i>Company name as it appears with its Federal Taxpayer Number</i>):		
Address:		
Telephone Number:	FAX Number:	
Web Address:		
Email Address:		
DUNS Number:		
 <u>SWAM Information:</u>		
Is the firm certified with the Commonwealth of Virginia's Department of Small Business & Supplier Diversity (SBSD): <input type="checkbox"/> Yes <input type="checkbox"/> No		
Minority-Owned Business:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Women-Owned Business:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Small-Owned Business:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
 Is the firm registered as a vendor in the Commonwealth of Virginia's e-procurement system (eVA)? <input type="checkbox"/> Yes <input type="checkbox"/> No		
 <u>Point of Contact for this Proposal:</u>		
Name:		
Address:		
Office No.	Mobile No.	FAX No.
Email Address:		