The changes that have been made to the RFP are highlighted below. Please be sure to provide the new information that is being requested. **Failure to do so will result in immediate proposal dismissal.**

If you have any questions concerning the changes, please contact the designated contact.

I. **SCOPE OF WORK / METHOD OF EVALUATION**

The first page of the Proposal shall contain a statement that declares all information provided therein does not include any Confidential, Proprietary and/or Private Information as identified in Sections XIV and XV of this Request for Proposal. It must also identify that the statement supersedes and nullifies any page in the Proposal that may be marked as Confidential, Proprietary and/or Private and acknowledge that the Proposal will become Public Information upon award. The statement must be signed by the Proposer’s Authorized Representative. Failure to provide such declaration may be deemed as grounds for return of the unread qualification and not be considered for award.

A. **SCOPE OF WORK**

Include cover letter specifying Business name, Contact name, address, phone number, fax number, and email address.

1. **Scope of Services**

Provide an affirmative statement that the **PROPOSAL PROVIDER** is independent of **SVHD**.

List and describe the **PROPOSAL PROVIDER(S)** professional relationships involving the **SVHD** or any of their agencies or component units/agencies, component units or oversight unit for the past five (5) years, including a statement explaining why such relationships do not constitute a conflict of interest relative to performing the proposed quotation and service.

The **PROPOSAL PROVIDER(S)** shall identify in detail the specifications of the equipment that will be provided. **SVHD** requires the most current and up to date equipment available. Information we are interested in is listed in Attachment A.

A Successful **PROPOSAL PROVIDER** will furnish a proposal that includes pricing for equipment that meets the standards identified in Attachment A and a price on installation into the new hospital.
A. Equipment Specifications:

Complete attachment A in its entirety. **Please be advised the equipment must be able to fit in the space allotted in Attachment B.** Also, provide specification sheets on the equipment that is being proposed.

Please provide specifications on the underslab requirements you will need to install your box. We will need the exact dimensions as the concrete for this room has not been poured as of yet. Also, include other options with their associated cost. For example sawcuts, no trip padding, etc…

B. Equipment Installation:

Provide a detailed explanation about how you will go about installing the equipment in the specified locations in Attachment B. Also, include what services will be included in your installation.

C. Service Agreement:

Provide us with a sample service agreement that will detail the services that we can expect to receive on the equipment.

D. Equipment Training:

Explain the equipment training process and what it entails.

II. SUBMITTAL REQUIREMENTS

The proposal submitted should not exceed **20 pages** including a completed Attachment A form which will be located at website. Other attachments may be included with no guarantee of review.

Proposals will be accepted in two different forms. SVHD will accept electronic submittals which shall be sent to jessew@snoqualmichospital.org. Secondly, proposals will be accepted by hard copy on 8-1/2” x 11” paper bound with tabbed dividers labeled by section to correspond with the evaluation information requested.

In the event that you do submit a hard copy, the **PROPOSAL PROVIDER** shall submit one (1) clearly labeled original with three (3) other copies of their proposal. The name of the **PROPOSAL PROVIDER’s** firm shall be indicated on the spine and/or cover of each binder.

All proposals shall be plainly marked with the name and address of the **PROPOSAL PROVIDER** and the Request for PROPOSAL title and number. No responsibility will attach to the **SVHD** or employee thereof, for the failure to open a proposal or email not properly addressed and identified. **FAXED QUALIFICATIONS ARE NOT ALLOWED AND WILL NOT BE CONSIDERED.**

All proposals are required to be time stamped and received by January 31, 2014, by 4:00 p.m. The **SVHD** reserves the right to reject any proposals received later than the specified time.
Following are the delivery/mailing instructions for proposals:

Attn: Jesse Waite  
Director of Materials Management  
9575 Ethan Wade Way SE  
Snoqualmie, WA 98065  
jessew@snoqualmievohospital.org

Thank you,

Jesse Waite  
Snoqualmie Valley Hospital  
Director of Materials Management  
jessew@snoqualmievohospital.org  
425-831-2315