



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 3

List View

General Information | Contact | Default Values | Discount | Document Information

Procurement Folder: 594676

SO Doc Code: CRFQ

Procurement Type: Central Purchase Order

SO Dept: 0932

Vendor ID: VS0000006014

SO Doc ID: DRS2000000001

Legal Name: PROJECT GRAPHICS INC

Published Date: 7/16/19

Alias/DBA:

Close Date: 7/18/19

Total Bid: \$20,353.60

Close Time: 13:30

Response Date: 07/16/2019

Status: Closed

Response Time: 16:22

Solicitation Description: Addendum No. 3 - Graphic Design and Banner/poster

Total of Header Attachments: 3

Total of All Attachments: 3



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

**State of West Virginia
 Solicitation Response**

Proc Folder : 594676

Solicitation Description : Addendum No. 3 - Graphic Design and Banner/poster

Proc Type : Central Purchase Order

Date issued	Solicitation Closes	Solicitation Response	Version
	2019-07-18 13:30:00	SR 0932 ESR07161900000000222	1

VENDOR
VS0000006014 PROJECT GRAPHICS INC

Solicitation Number: CRFQ 0932 DRS2000000001

Total Bid : \$20,353.60 **Response Date:** 2019-07-16 **Response Time:** 16:22:56

Comments:

FOR INFORMATION CONTACT THE BUYER
 Tara Lyle
 (304) 558-2544
 tara.l.lyle@wv.gov

Signature on File	FEIN #	DATE
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	GRAPHIC DESIGN SERVICES	1.00000	JOB	\$0.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
82140000			

Extended Description : PER ITEM 4.1.1 SPECIFICATIONS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	RETRACTABLE BANNER	160.00000	EA	\$117.410000	\$18,785.60

Comm Code	Manufacturer	Specification	Model #
82121505			

Extended Description : PER ITEM 4.1.2 SPECIFICATIONS

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	POSTER	200.00000	EA	\$7.840000	\$1,568.00

Comm Code	Manufacturer	Specification	Model #
82121505			

Extended Description : PER ITEM 4.1.3 SPECIFICATIONS

SOLICITATION NUMBER: CRFQ DRS2000000001
Addendum Number: 3

The purpose of this addendum is to modify the solicitation identified as CRFQ DRS2000000001 (“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

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

1. To correct the bid receiving location to

BID CLERK
DEPARTMENT OF ADMINISTRATION
PURCHASING DIVISION
2019 WASHINGTON STREET, EAST
CHARLESTON, WV 25305

2. To move the bid opening from 07/17/2019 to 07/18/2019 at 1:30 pm.

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.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ DRS200000001

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 checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input checked="" 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 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.

PROJECT GRAPHICS, INC.

Company



Authorized Signature

7/16/19

Date

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



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
 Request for Quotation
 30 — Printing

Proc Folder: 594676

Doc Description: Addendum No. 3 - Graphic Design and Banner/poster

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2019-07-16	2019-07-18 13:30:00	CRFQ 0932 DRS2000000001	4

BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Name, Address and Telephone Number:

PROJECT GRAPHICS, INC.
 41 STONE PIT RD., PO BOX 370
 WOODBURY, CT 06798
 802-488-8948

FOR INFORMATION CONTACT THE BUYER

Tara Lyle
 (304) 558-2544
 tara.l.yle@wv.gov

Signature X

FEIN # 06-1531110

DATE 7/16/19

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

Addendum No. 3

1. Issued to correct the bid receiving location previously published on the CRFQ.

The correct address to submit bids is -
 BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305

2. To extend the bid opening from 07/17/2019 to 07/18/2019 at 1:30 pm.

No other changes.

INVOICE TO		SHIP TO	
PUBLIC RELATIONS DIVISION OF REHABILITATION SERVICES 107 CAPITOL ST		PUBLIC RELATIONS DIVISION OF REHABILITATION SERVICES 107 CAPITOL ST	
CHARLESTON	WV25301	CHARLESTON	WV 25301
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	GRAPHIC DESIGN SERVICES	1.00000	JOB	0.00	0.00

Comm Code	Manufacturer	Specification	Model #
82140000			

Extended Description :
 PER ITEM 4.1.1 SPECIFICATIONS

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US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	RETRACTABLE BANNER	160.00000	EA	117.41	18,785.60

Comm Code	Manufacturer	Specification	Model #
82121505			

Extended Description :
 PER ITEM 4.1.2 SPECIFICATIONS

INVOICE TO		SHIP TO	
PUBLIC RELATIONS DIVISION OF REHABILITATION SERVICES 107 CAPITOL ST		PUBLIC RELATIONS DIVISION OF REHABILITATION SERVICES 107 CAPITOL ST	
CHARLESTON	WV25301	CHARLESTON	WV 25301
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	POSTER	200.00000	EA	7.84	1,568.00

Comm Code	Manufacturer	Specification	Model #
82121505			

Extended Description :
PER ITEM 4.1.3 SPECIFICATIONS

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Questions due by 2:00 pm	2019-07-09

DRS2000000001	Document Phase Final	Document Description Addendum No. 3 - Graphic Design and Banner/poster	Page 4 of 4
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (*W. Va. Code §61-5-3*) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: PROJECT GRAPHICS, INC.

Authorized Signature: [Signature] Date: 7-18-19

State of CONNECTICUT

County of LITCHFIELD, to-wit: [Signature]

Taken, subscribed, and sworn to before me this 16 day of JULY, 2019.

My Commission expires May 31, 2020

AFFIX SEAL HERE
NANCY S KOCH
Notary Public
Connecticut
My Commission Expires May 31, 2020

NOTARY PUBLIC [Signature]