



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: 141922

Doc Description: Color Brochure printing for WVDNR

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2015-10-28	2015-12-01 13:30:00	CRFQ 0310 DNR1600000018	1

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:

Dunbar Printing & Graphics
 1310 Ohio Avenue
 Dunbar, WV 25064 304-768-1281

12/08/15 13:39:46
 WV Purchasing Division

BID RECEIVED LATE
 Buyer *[Signature]*
 Witness *[Signature]*
 DISQUALIFIED

FOR INFORMATION CONTACT THE BUYER

Guy Nisbet
 (304) 558-2596
 guy.l.nisbet@wv.gov

Signature *[Signature]* FEIN # *WV-20-3936825-001* DATE *12/8/2015*

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

Exhibit B
Delivery Address Locations
Color Brochure Printing

WV Division of Tourism, 90 MacCorkle Avenue SW, South Charleston, WV
25303

WV Dept. of Commerce, Marketing and Communications, 90 MacCorkle Avenue
SW, South Charleston, WV 25303

WV State Parks Storage Facility, #1 Pickens Road, Nitro, WV 25143

WV Division of Natural Resources, 324 4th Avenue, South Charleston, WV
25303

WV Division of Natural Resources, District 1, 1110 Railroad Street, Farmington,
WV 26571

WV Division of Natural Resources, District 2, 1 Depot Street, Romney, WV
26757

WV Division of Natural Resources, District 3, WV State Wildlife Center, 163
Wildlife Road, French Creek, WV 26218

WV Division of Natural Resources, District 4, 2006 Robert C. Byrd Drive,
Beckley, WV 25801

WV Division of Natural Resources, District 5, 4300 1st Avenue, Nitro, WV
25143

WV Division of Natural Resources, District 6, 2311 Ohio Avenue, Parkersburg,
WV 26101

I-64 Westbound White Sulphur Springs Welcome Center, Mile Marker 179
P.O. Box 550, White Sulphur Springs, WV 24986

I-70 Westbound Wheeling Welcome Center, Mile Marker 13, 13247 I-70 West
Welcome Center, Valley Grove, WV 26060

I-77 Northbound & Southbound Williamstown Welcome Centers, Mile Marker
185, 1325 Highland Ave., Williamstown, WV 26187

I-79 Southbound Morgantown Welcome Center, Mile Marker 159 Southbound,
Morgantown, WV 26505

I-81 Southbound Falling Waters Welcome Center, Mile Marker 25, Falling
Waters, WV 25419

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Delivery Address Locations
Color Brochure Printing

I-81 Northbound Inwood Welcome Center, Mile Marker 2, Inwood, WV 25428

I-68 Westbound Hazleton Welcome Center, Mile Marker 31, Bruceton Mills,
 WV 26525

Greater Parkersburg Convention & Visitors Bureau, 350 7th Street, Parkersburg,
 WV 26101

Pocahontas County Convention & Visitors Bureau, PO Box 275 Marlinton, WV
 24954

West Virginia State Park Addresses:

- Audra State Park, 8397 Audra Park Road, Buckhannon, WV 26201-5405
- Babcock State Park, 486 Babcock Road, Clifftop, WV 25831-7240
- Beartown State Park, 683 Droop Park Road, Hillsboro, WV 24946-9719
- Beech Fork State Park, 5601 Long Branch Road, Barboursville, WV
 25504-9624
- Berkeley Springs State Park, 2 South Washington Street, Berkeley
 Springs, WV 25411-3284
- Berwind Lake WMA, 4180 Warriormine Road, Warriormine, WV
 24894-0038
- Blackwater Falls State Park, 1584 Blackwater Lodge Road, PO Box 490,
 Davis, WV 26260
- Blennerhassett Island Historical State Park, 137 Julianna Street,
 Parkersburg, WV 26101
- Bluestone State Park, HC 78 Box 3, Hinton, WV 25951
- Cabwaylingo State Forest, 4279 Cabwaylingo park Road, Dunlow, WV
 25511
- Cacapon Resort State Park, 818 Cacapon Lodge Drive, Berkeley Springs,
 WV 25411
- Calvin Price State Forest, 4800 Watoga Park Road, Marlinton, WV
 24954
- Camp Creek State Park, 2390 Camp Creek Road, Camp Creek, WV
 25820
- Canaan Valley State Park, 134 Headquarters Road, Davis, WV 26260
- Carnifex Ferry Battlefield State Park, 1194 Carnifex Ferry Road,
 Summersville, WV 26651
- Cass Scenic Railroad, 242 Main Street, Cass, WV 24927
- Cathedral State Park, 12 Cathedral Park Drive, Aurora, WV 26705
- Cedar Creek State Park, 2947 Cedar Creek Road, Glenville, WV 26351

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Delivery Address Locations
Color Brochure Printing

- Chief Logan State Park, 376 Little Buffalo Creek Road, Logan, WV 25601-3074
- Chief Logan Lodge, Hotel & Conference Center, 1000 Conference Center Drive, Logan, WV 25601
- Coopers Rock State Forest, 61 County Line Road, Bruceton Mills, WV 26525
- Droop Mountain Battlefield State Park, 683 Droop Park Road, Hillsboro, WV 24946-9717
- Fairfax Stone State Park, 1584 Blackwater Lodge Road, PO Box 490, Davis, WV 26260
- Greenbrier River Trail, 426 Gum Cove Road, Buckeye, WV 24924
- Greenbrier State Forest, HC 30 Box 154, Caldwell, WV 24925
- Hawks Nest State Park, 49 Hawks Nest Park Road, PO Box 857, Ansted, WV 25812
- Holly River State Park, 680 State Park Road, Hacker Valley, WV 26222
- Kanawha State Forest, 7500 Kanawha State Forest Drive, Charleston, WV 25314
- Kumbrow State Forest, 219/16, PO Box 65, Huttonsville, WV 26273
- Laurel Lake WMA, 242 Park Drive, Lenore, WV 25676
- Little Beaver State Park, 1402 Grandview Road, Beaver, WV 25813
- Lost River State Park, 321 Park Drive, Mathias, WV 26812
- Moncove Lake State Park, HC 83 Box 73-A, Gap Mills, WV 24941
- North Bend State Park/Rail Trail, 202 North Bend Park Road, 202 North Bend Park Road, Cairo, WV 26337
- Panther State Forest, HC 63 Box 923, Panther Creek Road, Panther, WV 24872
- Pinnacle Rock State Park, 6407 Coal Heritage Road, Bluefield, WV 24701
- Pipestem Resort State Park, 3405 Pipestem Drive, Pipestem, WV 25979
- Plum Orchard Lake WMA, 1156 Plum Orchard Lake Road, Scarbro, WV 25917
- Prickett's Fort State Park, 106 Overfort Lane, Fairmont, WV 26554
- Seneca State Forest, 10135 Browns Creek Road, Dunmore, WV 24934
- Stonewall Resort State Park, 149 State Park Trail, Roanoke, WV 26447
- Stonewall Resort, 940 Resort Drive, Roanoke, WV 26447
- Tomlinson Run State Park, 84 Osage Road, PO Box 97, New Manchester, WV 26056
- Tu-Endie-Wei State Park/Point Pleasant Battlefield, First Street, PO Box 486, Point Pleasant, WV 25550
- Twin Falls State Park, RR 97, PO Box 667, Mullens, WV 25882
- Tygart Lake State Park, 1240 Paul E. Malone Road, Grafton, WV 26354

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Delivery Address Locations
Color Brochure Printing

- Valley Falls State Park, 720 Valley Falls Road, Fairmont, WV 26554
- Watoga State Park, 4800 Watoga Park Road, Marlinton, WV 24954
- Watters Smith State Park, 831 RR 3, PO Box 296, Lost Creek, WV 26385

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	New 14 3/4 inch X 8 1/2 inch brochures, 25,000	16.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 New 14 3/4 inch X 8 1/2 inch brochures, 25,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	New 14 3/4 inch X 8 1/2 inch brochures, 50,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 New 14 3/4 inch X 8 1/2 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	New 14 3/4 inch X 8 1/2 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Exact Reprint 14 3/4 inch x 8 1/2 inch brochures, 25,000	4.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

Exact Reprint 14 3/4 inch x 8 1/2 inch brochures, 25,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Exact Reprint 14 3/4 inch x 8 1/2 inch brochures, 50,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

Exact Reprint 14 3/4 inch x 8 1/2 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Exact Reprint 14 3/4 inch x 8 1/2 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	New 15 inch x 25 1/2 inch brochures, 25,000	7.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

New 15 inch x 25 1/2 inch brochures, 25,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
14	New 15 inch x 25 1/2 inch brochures, 50,000	3.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

New 15 inch x 25 1/2 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
15	New 15 inch x 25 1/2 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
18	Exact Reprint 15 inch x 25 1/2 inch brochures, 25,000	3.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

Exact Reprint 15 inch x 25 1/2 inch brochures, 25,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
19	Exact Reprint 15 inch x 25 1/2 inch brochures, 50,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

Exact Reprint 15 inch x 25 1/2 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
20	Exact Reprint 15 inch x 25 1/2 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
23	New 11 1/4 inch x 17 inch brochures, 25,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 New 11 1/4 inch x 17 inch brochures, 25,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
24	New 11 1/4 inch x 17 inch brochures, 50,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 New 11 1/4 inch x 17 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
25	New 11 1/4 inch x 17 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
28	Exact Reprint 11 1/4 inch x 17 inch brochures, 5,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Exact Reprint 11 1/4 inch x 17 inch brochures, 5,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
29	Exact Reprint 11 1/4 inch x 17 inch brochures, 50,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Exact Reprint 11 1/4 inch x 17 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
30	Exact Reprint 11 1/4 inch x 17 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
33	New 14 inch x 17 inch brochures, 25,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

New 14 Inch x 17 inch brochures, 25,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
34	New 14 inch x 17 inch brochures, 50,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

New 14 Inch x 17 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
35	New 14 inch x 17 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
38	Exact Reprint 14 inch x 17 inch brochures, 25,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

Exact Reprint 14 inch x 17 inch brochures, 25,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
39	Exact Reprint 14 inch x 17 inch brochures, 50,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

Exact Reprint 14 inch x 17 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
40	Exact Reprint 14 inch x 17 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
43	New 11 inch x 8 1/2 inch brochures, 25,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 New 11 inch x 8 1/2 inch brochures, 25,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
44	New 11 inch x 8 1/2 inch brochures, 50,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 New 11 inch x 8 1/2 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
45	New 11 inch x 8 1/2 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
48	Exact Reprint 11 inch x 8 1/2 inch brochures, 25,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Exact Reprint 11 inch x 8 1/2 inch brochures, 25,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
49	Exact Reprint 11 inch x 8 1/2 inch brochures, 50,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Exact Reprint 11 inch x 8 1/2 inch brochures, 50,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
50	Exact Reprint 11 inch x 8 1/2 inch brochures, 75,000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
53	4 inch x 9 inch rack cards, 2,500	3.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

4 inch x 9 inch rack cards, 2,500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
54	4 inch x 9 inch rack cards, 5,000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

4 inch x 9 inch rack cards, 5,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
55	4 inch x 9 inch rack cards, 10,000	2.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
58	Poster 8 1/2 inch x 11 inch printed one side with bleed, 500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 8 1/2 inch x 11 inch printed one side with bleed, 500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
59	Poster 8 1/2 inch x 11 inch printed one side with bleed 1000	2.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 8 1/2 inch x 11 inch printed one side with bleed, 1,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
60	Poster 8 1/2 inch x 11 inch printed one side with bleed 2500	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
63	Poster 8 1/2 inch x 14 inch printed one side with bleed 2500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 8 1/2 Inch x 14 inch printed one side with bleed, 2500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
64	Poster 11 inch x 17 inch printed one side with bleed 500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 11 inch x 17 Inch printed one side with bleed, 500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
65	Poster 11 inch x 17 inch printed one side with bleed 1000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
68	Poster 18 inch x 24 inch printed one side with bleed 1000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 18 inch x 24 inch printed one side with bleed, 1000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
69	Poster 18 inch x 24 inch printed one side with bleed 2500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 18 inch x 24 inch printed one side with bleed, 2500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
70	Poster 8 1/2 inch x 11 inch printed two sides with bleed 500	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
73	Poster 8 1/2 inch x 14 inch printed two sides with bleed 500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 8 1/2 inch x 14 inch printed two sides with bleed, 500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
74	Poster 8 1/2 inch x 14 inch printed two sides with bleed1000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 8 1/2 inch x 14 inch printed two sides with bleed, 1.000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
75	Poster 8 1/2 inch x 14 inch printed two sides with bleed2500	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
78	Poster 11 inch x 17 inch printed two sides with bleed2500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

Poster 11 inch x 17 inch printed two sides with bleed, 2,500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
79	Poster 18 inch x 24 inch printed two sides with bleed 500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

Poster 18 inch x 24 inch printed two sides with bleed, 500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
80	Poster 18 inch x 24 inch printed two sides with bleed1000	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
83	Poster 8 1/2 inch x 11 inch printed two sides with bleed1000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 8 1/2 inch x 11 inch printed two sides with bleed, 1,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
84	Poster 8 1/2 inch x 11 inch printed two sides with bleed2500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 8 1/2 inch x 11 inch printed two sides with bleed, 2,500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
85	Poster 8 1/2 inch x 14 inch printed two sides with bleed 500	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
88	Poster 11 inch x 17 inch printed two sides with bleed 500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 11 inch x 17 inch printed two sides with bleed, 500 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
89	Poster 11 inch x 17 inch printed two sides with bleed1000	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :
 Poster 11 inch x 17 inch printed two sides with bleed, 1,000 per each printing lot

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
90	Poster 11 inch x 17 inch printed two sides with bleed2500	1.00000	EA		

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES ADMINISTRATION -PROPERTY & PROCUREMENT OFFICE 324 4TH AVE SOUTH CHARLESTON WV25303-9730 US		STATE OF WEST VIRGINIA JOBSITE - SEE SPECIFICATIONS No City WV 99999 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
93	Poster 18 inch x 24 inch printed two sides with bleed2500	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description :

Poster 18 inch x 24 inch printed two sides with bleed, 2,500 per each printing lot

INSTRUCTIONS TO VENDORS SUBMITTING BIDS

1. REVIEW DOCUMENTS THOROUGHLY: The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.

2. MANDATORY TERMS: The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.

3. PREBID MEETING: The item identified below shall apply to this Solicitation.

A pre-bid meeting will not be held prior to bid opening

A NON-MANDATORY PRE-BID meeting will be held at the following place and time:

A MANDATORY PRE-BID meeting will be held at the following place and time:

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one person attending the pre-bid meeting may represent more than one Vendor.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. The State will not accept any other form of proof or documentation to verify attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing.

Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility

A bid that is not submitted electronically through wvOASIS should contain the information listed below on the face of the envelope or the bid may be rejected by the Purchasing Division.:

SEALED BID:
 BUYER:
 SOLICITATION NO.:
 BID OPENING DATE:
 BID OPENING TIME:
 FAX NUMBER:

In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal plus convenience copies of each to the Purchasing Division at the address shown above. Submission of a response to a request for proposal is not permitted in wvOASIS. Additionally, the Vendor should identify the bid type as either a technical or cost proposal on the face of each bid envelope submitted in response to a request for proposal as follows:

BID TYPE: (This only applies to CRFP)

- Technical
 Cost

7. BID OPENING: Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery).

Bid Opening Date and Time: Tuesday, December 01, 2015 1:30 PM EST

Bid Opening Location: Department of Administration, Purchasing Division
 2019 Washington Street East
 Charleston, WV 25305-0130

8. ADDENDUM ACKNOWLEDGEMENT: Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, 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.

9. BID FORMATTING: Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

17. WAIVER OF MINOR IRREGULARITIES: The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.6.

18. ELECTRONIC FILE ACCESS RESTRICTIONS: Vendor must ensure that its submission in wvOASIS can be accessed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately opened and/or viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires, and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening if those documents are required with the bid.

19. NON-RESPONSIBLE: The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform, or lacks the integrity and reliability to assure good-faith performance.”

20. ACCEPTANCE/REJECTION: The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules § 148-1-4.5. and § 148-1-6.4.b.”

21. YOUR SUBMISSION IS A PUBLIC DOCUMENT: Vendor’s entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled “confidential,” “proprietary,” “trade secret,” “private,” or labeled with any other claim against public disclosure of the documents, to include any “trade secrets” as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

Term Contract

Initial Contract Term: This Contract becomes effective on _____ award _____ and extends for a period of one (1) year(s).

Renewal Term: This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Renewal of this Contract is limited to three (3) successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed thirty-six (36) months in total. Automatic renewal of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases. Attorney General approval may be required for vendor terms and conditions.

Delivery Order Limitations: In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

Fixed Period Contract: This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within _____ days.

Fixed Period Contract with Renewals: This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within _____ days.

Upon completion, the vendor agrees that maintenance, monitoring, or warranty services will be provided for one year thereafter with an additional _____ successive one year renewal periods or multiple renewal periods of less than one year provided that the multiple renewal periods do not exceed _____ months in total. Automatic renewal of this Contract is prohibited.

One Time Purchase: The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

Other: See attached.

4. NOTICE TO PROCEED: Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Award Document will be considered notice to proceed.

LABOR/MATERIAL PAYMENT BOND: The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be delivered to the Purchasing Division prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable.

MAINTENANCE BOND: The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.

INSURANCE: The apparent successful Vendor shall furnish proof of the following insurance prior to Contract award and shall list the state as a certificate holder:

Commercial General Liability Insurance: In the amount of _____ or more.

Builders Risk Insurance: In an amount equal to 100% of the amount of the Contract.

The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed above.

- 14. PAYMENT:** Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears.
- 15. TAXES:** The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 16. CANCELLATION:** The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules §§ 148-1-6.1.e.
- 17. TIME:** Time is of the essence with regard to all matters of time and performance in this Contract.
- 18. APPLICABLE LAW:** This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.
- 19. COMPLIANCE:** Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.
- 20. PREVAILING WAGE:** Vendor shall be responsible for ensuring compliance with prevailing wage requirements and determining when prevailing wage requirements are applicable.
- 21. ARBITRATION:** Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.
- 22. MODIFICATIONS:** This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.
- 23. WAIVER:** The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

31. LICENSING: In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

32. ANTITRUST: In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

33. VENDOR CERTIFICATIONS: By signing its bid or entering into this Contract, Vendor certifies (1) that its bid or offer was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid or offer for the same material, supplies, equipment or services; (2) that its bid or offer is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this Solicitation in its entirety; understands the requirements, terms and conditions, and other information contained herein. Vendor's signature on its bid or offer also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency. The individual signing this bid or offer on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or offer or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

34. PURCHASING CARD ACCEPTANCE: The State of West Virginia currently utilizes a Purchasing Card program, administered under contract by a banking institution, to process payment for goods and services. The Vendor must accept the State of West Virginia's Purchasing Card for payment of all orders under this Contract unless the box below is checked.

terms, and conditions of its bid and subsequent contract to the Other Government Entities, the Vendor must clearly indicate such refusal in its bid. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.

39. CONFLICT OF INTEREST: Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

40. REPORTS: Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at purchasing.requisitions@wv.gov.

41. BACKGROUND CHECK: In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision. The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

42. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS: Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

REQUEST FOR QUOTATION
Color Brochure Printing

- 2.10 **“Trapping”** is a method of adjusting areas where two distinct, adjacent colors meet so that the printing press will cause the colors to be in perfect registration and won't cause white spaces or gaps in color as listed in Section 3.1.1.3 below.
- 2.11 **“Composite printout”** means all graphics, images and text are positioned in place and shows how the final product will appear when printed as listed in Section 3.1.1.4 below.
- 2.12 **“Paper stock”** is specified as **“text”** lighter weight or **“cover”** heavier weight paper stock as indicated on the pricing page Attachment **“B”**.
- 2.13 **“Rack card”** refers to a printed publication that is usually a single card printed one or two sides on heavier paper stock as listed in Section 3.3 below.
- 2.14 **“F.O.B. Destination”** means terms indicating that the seller will incur the delivery expense to get the goods to the destination. With terms of FOB destination the title to the goods usually passes from the seller to the buyer at the destination as listed in Sections 6.1 and 6.7.
- 2.15 **“Aqueous Coating”** means clear, non-toxic coating that is applied to protect and enhance the printed surface.

3. GENERAL REQUIREMENTS:

3.1 Contract Items and Mandatory Requirements: Vendor shall provide Agency with the Contract Items listed below on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements as shown below. Under no circumstances will overruns of the quantity requested be paid for. Under no circumstances can the approved vendor use this product for gain. All publications are the property of the West Virginia Division of Natural Resources (WVDNR).

3.1.1 Full color process offset printing for various types of publications with multiple sizes, bindery and folds, electronic prepress, packing and distributions as per specifications.

3.1.1.1 ARTWORK The West Virginia Department of Commerce, Marketing and Communications section will furnish successful vendor with PC formatted digital files in the latest version of Adobe InDesign Software program on CD-ROM and/or uploaded through vendor's FTP (File Transfer Protocol) site. All necessary fonts and artwork will be included and packaged with the digital files by the ordering agency designer and provided to vendor. A sample low resolution print out will be provided to vendor to show layout of publication. Some files may be

REQUEST FOR QUOTATION
Color Brochure Printing

guarantee of the vendor to provide an exact reprint with same quality and style of previous approved order. Proofs and waivers will be approved via signed proof sheet, email or fax by ordering agency appointed designee or designer.

- 3.1.1.6 PACKING:** Final order is to be shrink-wrapped in quantities of 100 or 50 per bundle or as specified on each release order.

Smaller boxes may be packed in larger boxes, but final packed box must not weigh over 30 lbs. each. Boxes must meet the stress strength of 200 psi so they can be stacked and mailed without breakage. Identification labels must be affixed to the ends of each box as to quantity and contact per box with a sample brochure taped to outside of box. Boxes must contain equal quantities.

- 3.1.1.7 PAPER STOCK:** Paper stock is specified for each item listed. Paper substitution information must be listed on Pricing Page Exhibit "A" and be approved by the West Virginia Department of Commerce Marketing and Communications Division designee before contract is awarded. Sample of paper must be provided by vendor upon request before final awarding of contract. Same approved paper must be used for the entire length of the contract. If paper is no longer produced, a substitute paper sample must be submitted and approved by the West Virginia Department of Commerce Marketing and Communications Division prior to use.

- 3.1.1.8 PRODUCTION COLOR REQUIREMENTS:** Critical high quality color and tight color registration printing is required. Final product must match proof as approved by the West Virginia Division of Natural Resources agency designee or designer.

- 3.2.1 Multi-fold Brochure:** Full-color process offset printing on both sides of publication with full bleed on both sides.

- 3.2.1.1 PAPER STOCK:** 70 lb. Endurance text gloss white paper stock or preapproved equal consisting of white gloss 70 lb. text stock with 93 brightness and 91 opacity including aqueous coating.

- 3.2.1.2** 14 ¾" x 8 ½" flat folded to 3 11/16" x 8 ½" finished size (4-panel with 2 parallel folds).

REQUEST FOR QUOTATION
Color Brochure Printing

gloss white stock with 94 brightness and 97 opacity including aqueous.

3.5.1 Flat Poster with no folds: Full-color process printing on both sides, with bleeds.

3.5.1.1 PAPER STOCK: 100 lb. #1 grade bright white gloss paper. Endurance gloss or preapproved equal consisting of 100 lb. white gloss with 94 brightness and 97 opacity including aqueous coating.

3.6.1 Flat Poster with one horizontal fold: Full-color process printing on both sides, with bleeds.

3.6.1.1 PAPER STOCK: 100 lb. #1 grade bright white gloss paper. Endurance gloss or preapproved equal consisting of 100 lb. white gloss with 94 brightness and 97 opacity including aqueous coating.

4. CONTRACT AWARD:

4.1 Contract Award: The Contract is intended to provide Agencies with a purchase price on all Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest overall total cost as shown on the Pricing Page Exhibit "A". All ordering will only be in the quantities listed in the pricing page, Exhibit "A".

4.2 Pricing Page Exhibit "A": Vendor should complete the Pricing Page Exhibit "A" by entering unit costs on all items as listed. Do not alter quantities or sizes. Total cost of all items listed must be entered on line that says TOTAL BID AMOUNT. Vendor should complete the Pricing Pages in their entirety as failure to do so may result in Vendor's bids being disqualified.

If alternate Manufacture, Weight and Grade are bid, provide backup documentation to substantiate that alternate meets specification. Alternate bid items must be noted by Manufacture, Weight and Grade on Exhibit "A" Pricing Page. Vendor should submit any product specifications with their bids when submitted. This information will be required before Purchase Order is issued.

The Pricing Page Exhibit "A" contains a list of the Contract Items and estimated purchase volume. The estimated purchase volume for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

REQUEST FOR QUOTATION
Color Brochure Printing

6. DELIVERY AND RETURN:

6.1 Delivery: F.O.B Destination – West Virginia Destinations as listed on Exhibit B - Delivery Address Sheet. Orders may be requested to be shipped to multiple locations as designated on each release order.

6.1.1 Deliveries will be accepted between 8:00 a.m. and 3:00 p.m. Monday through Friday with no deliveries on Holidays or weekends, unless specified by the West Virginia Division of Natural Resources.

6.1.2 Before delivery is made, vendor or delivery agent must contact West Virginia Division of Natural Resources or specified designee at least 48 hours in advance to make arrangements for acceptance of order and verify delivery address. Number of boxes/skids must be known at time of call. Phone numbers, room numbers or contacts will be listed on each release order.

Deliveries to South Charleston Tourism, WV Department of Commerce, 90 MacCorkle Avenue: Boxes may be packaged on skids not to exceed 72 boxes per skid or over 6 ft. tall. Pallets must be shrink-wrapped and stacked evenly so that they can be double-stacked without the boxes breaking. Single boxes should weigh no more than 30 pounds.

State Park Deliveries to State Park Nitro storage facility: Before delivery is made, an e-mail must be sent to designated contact at WVSP prior to delivery date to make arrangements for delivery. Upon receipt of an e-mail in advance of delivery date, designated contact will advise, via email in which storage unit these items are to be placed. Skids must be broken down before drop off. No fork lift is available.

Other DNR Deliveries: Delivery instructions will be provided. Skids may have to be broken down before drop off if a fork lift is not available. These delivery locations are listed on Exhibit B.

Vendor must deliver five (5) samples of each final product to the WV Department of Commerce, Marketing and Communications designee at 90 MacCorkle Avenue SW, South Charleston, WV 25303 for each contract release order. A sample shall also be attached to the invoice which will be delivered to the Division of Natural Resources contact.

6.2 Late Delivery: The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

6.7 Return Due to Agency Error: Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

7. VENDOR DEFAULT:

7.1 The following shall be considered a vendor default under this Contract.

7.1.1 Failure to provide Contract Items in accordance with the requirements contained herein.

7.1.2 Failure to comply with other specifications and requirements contained herein.

7.1.3 Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

7.1.4 Failure to remedy deficient performance upon request.

7.2 The following remedies shall be available to Agency upon default.

7.2.1 Immediate cancellation of the Contract.

7.2.2 Immediate cancellation of one or more release orders issued under this Contract.

7.2.3 Any other remedies available in law or equity.

8. MISCELLANEOUS:

8.1 No Substitutions: Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.

8.2 Vendor Supply: Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

Exhibit "A"
Pricing Page for
DNR Color Brochure Printing

Multi-fold Brochure, Items 1-10:
 14 3/4" x 8 1/2" flat folded to 3 11/16" x 8 1/2" finished size (4-panel with 2 parallel folds). Fold for 14 3/4" x 8 1/2" brochures - 2 parallel folds. Folds in half once from the right, fold again in half from the right to final size 3 11/16" x 8 1/2". Fold for 11" x 8 1/2" brochures - letter fold - right folds 1/3 of the way to the left, Left folds 1/3 of the way to the right for final size 3 2/3" x 8 1/2".

Item	Printing Lot	Description	Manufacture, Weight and Grade	Estimated Quantity of Lots	Cost Per Lot	Extended Price Per Lot
1	5,000	New 14 3/4" x 8 1/2" brochures	U-Gloss 70# Text " " "	4	\$565.00	\$2,260.00
2	10,000	New 14 3/4" x 8 1/2" brochures		11	\$1,090.00	\$11,990.00
3	25,000	New 14 3/4" x 8 1/2" brochures		16	\$1,978	\$31,648.00
4	50,000	New 14 3/4" x 8 1/2" brochures		1	\$3,200	\$3,200.00
5	75,000	New 14 3/4" x 8 1/2" brochures		1	\$6,233.00	\$6,233.00
6	5,000	Exact Reprint 14 3/4" x 8 1/2" brochures		1	\$895.00	\$895.00
7	10,000	Exact Reprint 14 3/4" x 8 1/2" brochures		2	\$1,235.00	\$2,470.00
8	25,000	Exact Reprint 14 3/4" x 8 1/2" brochures		4	\$2,250.00	\$9,000.00
9	50,000	Exact Reprint 14 3/4" x 8 1/2" brochures		1	3,500.00	\$3,500.00
10	75,000	Exact Reprint 14 3/4" x 8 1/2" brochures		1	\$5,100.00	\$5,100.00
Subtotal A						\$76,296.00

Multi-fold Brochure, Items 11-20:
 15" x 25 1/2" flat folded to 3 3/4" x 8 1/2" finished size (12-panel with 2 vertical folds and 2 parallel folds). Fold details: bottom folds up 1/3. Top folds down 1/3 to make approximately 15" w x 8 1/2". Fold in half once and in half again for finished size.

Exhibit "A"
Pricing Page for
DNR Color Brochure Printing

Item	Printing Lot	Description	Manufacture, Weight and Grade	Estimated Quantity of Lots	Cost Per Lot	Extended Price Per Lot	
11	5,000	New 15" x 25 1/2" brochures	<i>U-Gloss 70# Gloss Text</i>	1	\$1,218.00	\$1,218.00	
12	10,000	New 15" x 25 1/2" brochures		7	\$2,066.00	\$14,462.00	
13	25,000	New 15" x 25 1/2" brochures		7	\$4,330.00	\$30,310.00	
14	50,000	New 15" x 25 1/2" brochures		3	\$7,500.00	\$7,500.00	
15	75,000	New 15" x 25 1/2" brochures		1	\$11,122.00	\$11,122.00	
16	5,000	Exact Reprint 15" x 25 1/2" brochures		1	\$1,218.00	\$1,218.00	
17	10,000	Exact Reprint 15" x 25 1/2" brochures		1	\$2,067.00	\$2,067.00	
18	25,000	Exact Reprint 15" x 25 1/2" brochures		3	\$4,330.00	\$12,990.00	
19	50,000	Exact Reprint 15" x 25 1/2" brochures		1	\$7,500.00	\$7,500.00	
20	75,000	Exact Reprint 15" x 25 1/2" brochures		1	\$11,122.00	\$11,122.00	
					Subtotal B	\$99,509.00	

Multi-fold Brochure, Items 21-30:

11 1/4" x 17" flat folded to 3 1/4" x 8 1/2" finished size (6-panel with half fold and letter fold).

Item	Printing Lot	Description	Manufacture, Weight and Grade	Estimated Quantity of Lots	Cost Per Lot	Extended Price Per Lot
21	5,000	New 11 1/4" x 17" brochures		1	\$836.00	\$836.00
22	10,000	New 11 1/4" x 17" brochures		1	\$1,079.00	\$1,079.00
23	25,000	New 11 1/4" x 17" brochures		1	\$2,102.00	\$2,102.00

Exhibit "A"
Pricing Page for
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24	50,000	New 11 1/4" x 17" brochures					
25	75,000	New 11 1/4" x 17" brochures		1	3750 ⁰⁰	\$ 3750 ⁰⁰	
26	5,000	Exact Reprint 11 1/4" x 17" brochures		1	5500 ⁰⁰	\$ 5500 ⁰⁰	
27	10,000	Exact Reprint 11 1/4" x 17" brochures		1	836 ⁰⁰	836 ⁰⁰	
28	25,000	Exact Reprint 11 1/4" x 17" brochures		1	1079 ⁰⁰	1079 ⁰⁰	
29	50,000	Exact Reprint 11 1/4" x 17" brochures		1	2102 ⁰⁰	2102 ⁰⁰	
30	75,000	Exact Reprint 11 1/4" x 17" brochures		1	3750	3750 ⁰⁰	
				1	5500	5500 ⁰⁰	
						Subtotal C	\$ 26,534 ⁰⁰

Multi-fold Brochure, Items 31-40:
 14" x 17" Bar folded to 3 1/2" x 8 1/2" finished size (8 panel with half fold and 2 parallel folds).

Item	Printing Lot	Description	Manufacture, Weight and Grade	Estimated Quantity of Lots	Cost Per Lot	Extended Price
31	5,000	New 14" x 17" brochures		1	836 ⁰⁰	\$ 836 ⁰⁰
32	10,000	New 14" x 17" brochures		1	1079 ⁰⁰	1079 ⁰⁰
33	25,000	New 14" x 17" brochures		1	2102 ⁰⁰	2102 ⁰⁰
34	50,000	New 14" x 17" brochures		1	3750 ⁰⁰	3750 ⁰⁰
35	75,000	New 14" x 17" brochures		1	5500 ⁰⁰	5500 ⁰⁰
36	5,000	Exact Reprint 14" x 17" brochures		1	836 ⁰⁰	836 ⁰⁰
37	10,000	Exact Reprint 14" x 17" brochures		1	1079 ⁰⁰	1079 ⁰⁰
38	25,000	Exact Reprint 14" x 17" brochures		1	2102 ⁰⁰	2102 ⁰⁰

Exhibit "A"
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39	50,000	Exact Reprint 14" x 17" brochures	UGloss 70# Text	1	3750 ^{.00}	3750 ^{.00}	
40	75,000	Exact Reprint 14" x 17" brochures	" " "	1	5500 ^{.00}	5500 ^{.00}	
						Subtotal D	\$ 26,534 ^{.00}

Multi-fold Brochure, Items 41-50:

11" x 8 1/2" flat folded to 3 2/3" x 8 1/2" finished size (3 panel with letter-fold). Fold for 14 3/4" x 8 1/2" brochures - 2 parallel folds. Folds in half once from the right, folds again in half from the right to final size 3 11/16" x 8 1/2"; Fold for 11" x 8 1/2" brochures - letter fold - right folds 1/3 of the way to the left, Left folds 1/3 of the way to the right for final size 3 2/3" x 8 1/2".

Item	Printing Lot	Description	Manufacture, Weight and Grade	Estimated Quantity of	Cost Per Lot	Extended Price
41	5,000	New 11" x 8 1/2" brochures	UGloss 70# Text	1	600 ^{.00}	600 ^{.00}
42	10,000	New 11" x 8 1/2" brochures		1	800 ^{.00}	800 ^{.00}
43	25,000	New 11" x 8 1/2" brochures		1	1441 ^{.00}	1441 ^{.00}
44	50,000	New 11" x 8 1/2" brochures		1	2500	2500 ^{.00}
45	75,000	New 11" x 8 1/2" brochures		1	3400	3400 ^{.00}
46	5,000	Exact Reprint 11" x 8 1/2" brochures		1	600	600 ^{.00}
47	10,000	Exact Reprint 11" x 8 1/2" brochures		1	800	800 ^{.00}
48	25,000	Exact Reprint 11" x 8 1/2" brochures		1	1441	1441 ^{.00}
49	50,000	Exact Reprint 11" x 8 1/2" brochures		1	2500	2500 ^{.00}
50	75,000	Exact Reprint 11" x 8 1/2" brochures		1	3400	3400 ^{.00}

Rack Cards, Items 51-67						Subtotal E	\$ 17,482 ^{.00}
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4" x 9". Full-color process printing on both sides, with full bleed on both sides, including aqueous coating.

Exhibit "A"
Pricing Page for
DNR Color Brochure Printing

Item	Printing Lot	Description	Manufacture, Weight and Grade	Estimated Quantity of Lots	Cost Per Lot	Extended Price
51	500	4" x 9" rack cards	UG 60s 9 100# COVER	1	270	\$ 270.00
52	1,000	4" x 9" rack cards		2	192	384.00
53	2,500	4" x 9" rack cards		3	275	825.00
54	5,000	4" x 9" rack cards		1	525	525.00
55	10,000	4" x 9" rack cards		2	615	1230.00
56	20,000	4" x 9" rack cards		1	1230	1230.00
57	50,000	4" x 9" rack cards		1	2545	2545.00
					Subtotal F	\$7,900.00

Posters - Single sheet printed with no folds.

Items 58-69:

Full-color process printing on one side, with bleed, including aqueous coating.

Item	Printing Lot	Description	Manufacture, Weight and Grade	Estimated Quantity of Lots	Cost Per Lot	Extended Price
58	500	Poster 8 1/2" x 11" printed one side with bleed	70# U Gloss Text	1	425	425.00
59	1,000	Poster 8 1/2" x 11" printed one side with bleed		2	300	600.00
60	2,500	Poster 8 1/2" x 11" printed one side with bleed		1	550	550.00
61	500	Poster 8 1/2" x 14" printed one side with bleed		1	490	490.00
62	1,000	Poster 8 1/2" x 14" printed one side with bleed		1	525	525.00
63	2,500	Poster 8 1/2" x 14" printed one side with bleed		1	625	625.00

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64	500	Poster 11" x 17" printed one side with bleed		1	490. ⁰⁰	490. ⁰⁰	
65	1,000	Poster 11" x 17" printed one side with bleed		1	525. ⁰⁰	525. ⁰⁰	
66	2,500	Poster 11" x 17" printed one side with bleed		1	625. ⁰⁰	625. ⁰⁰	
67	500	Posters 18" x 24" printed one side with bleed		1	550	550. ⁰⁰	
68	1,000	Posters 18" x 24" printed one side with bleed		1	615	615. ⁰⁰	
69	2,500	Posters 18" x 24" printed one side with bleed		1	700. ⁰⁰	700. ⁰⁰	
						Subtotal G	\$ 6,720. ⁰⁰

Posters - Single sheet printed with no folds.

Items 70-81:

Full-color process printing on one side, with bleed, including aqueous coating.

Item	Printing Lot	Description	Manufacture, Weight and Grade	Estimated Quantity of Lots	Cost Per Lot	Extended Price
70	500	Poster 8 1/2" x 11" printed two sides with bleed		1	550. ⁰⁰	550. ⁰⁰
71	1,000	Poster 8 1/2" x 11" printed two sides with bleed		1	615. ⁰⁰	615. ⁰⁰
72	2,500	Poster 8 1/2" x 11" printed two sides with bleed		1	675. ⁰⁰	675. ⁰⁰
73	500	Poster 8 1/2" x 14" printed two sides with bleed		1	590. ⁰⁰	590. ⁰⁰
74	1,000	Poster 8 1/2" x 14" printed two sides with bleed		1	625. ⁰⁰	625. ⁰⁰

Exhibit "A"
Pricing Page for
DNR Color Brochure Printing

75	2,500	Poster 8 1/2" x 14" printed two sides with bleed		1	725	725.00	
76	500	Poster 11" x 17" printed two sides with bleed		1	590	590.00	
77	1,000	Poster 11" x 17" printed two sides with bleed		1	625	625.00	
78	2,500	Poster 11" x 17" printed two sides with bleed		1	725	725.00	
79	500	Posters 18" x 24" printed two sides with bleed		1	625.00	625.00	
80	1,000	Posters 18" x 24" printed two sides with bleed		1	650	650.00	
81	2,500	Posters 18" x 24" printed two sides with bleed		1	799.00	799.00	
						Subtotal H	\$ 7794.00

Posters - Single sheet printed with one horizontal fold.

Items 82-93:

Full color process printing on both sides, with bleed, including aqueous coating.

Item	Printing Lot	Description	Manufacture, Weight and Grade	Estimated Quantity of Lots	Cost Per Lot	Extended Price
82	500	Poster 8 1/2" x 11" printed two sides with bleed		1	500.00	500.00
83	1000	Poster 8 1/2" x 11" printed two sides with bleed		1	565.00	565.00
84	2500	Poster 8 1/2" x 11" printed two sides with bleed		1	630.00	630.00
85	500	Poster 8 1/2" x 14" printed two sides with bleed		1	550.00	550.00

Exhibit "A"
Pricing Page for
DNR Color Brochure Printing

86	1000	Poster 8 1/2" x 14" printed two sides with bleed	70# UGloss Text	1	650. ⁰⁰	650. ⁰⁰
87	2500	Poster 8 1/2" x 14" printed two sides with bleed		1	690. ⁰⁰	690. ⁰⁰
88	500	Poster 11" x 17" printed two sides with bleed		1	550. ⁰⁰	550. ⁰⁰
89	1000	Poster 11" x 17" printed two sides with bleed		1	650	650. ⁰⁰
90	2500	Poster 11" x 17" printed two sides with bleed		1	690	690. ⁰⁰
91	500	Posters 18" x 24" printed two sides with bleed		1	725	725. ⁰⁰
92	1000	Posters 18" x 24" printed two sides with bleed		1	850	850. ⁰⁰
93	2500	Posters 18" x 24" printed two sides with bleed		1	900	900. ⁰⁰
					Subtotal I	\$ 7950. ⁰⁰
					TOTAL BID AMOUNT (Subtotal A + B + C + D + F + G + H + I)	\$ 276,719. ⁰⁰

WV-10
Approved / Revised
08/01/15

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

- 1. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
 Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,

- 2. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

- 3. **Application is made for 2.5% vendor preference for the reason checked:**
 Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,

- 4. **Application is made for 5% vendor preference for the reason checked:**
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,

- 5. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,

- 6. **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.

- 7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code* §5A-3-59 and *West Virginia Code of State Rules*.**
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (*West Virginia Code*, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Dunbar Printing & Graphics Signed: Queen 2 Nulh
 Date: 12/8/15 Title: President

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: 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 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: Dunbar Printing + Graphics

Authorized Signature: [Signature] Date: 12/8/15

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 8 day of December, 2015.

My Commission expires May 25, 2021.

AFFIX SEAL HERE

NOTARY PUBLIC [Signature]



CERTIFICATION AND SIGNATURE PAGE

By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Dunbar Printing & Graphics
(Company)


(Authorized Signature) (Representative Name, Title)

304.768.1281 / 304.766.7401 / 12-8-15
(Phone Number) (Fax Number) (Date)