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State of West Virginia Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

### Request for Quotation

REQ NUMBER ....

PAGE

ADDRESS CORRESPONDENCE TO ATTENTION OF

BETTY FRANCISCO 304-558-0468

\*709035121 304-343-7578 F M PILE HARDWARE COMPANY 1625 W WASHINGTON STREET CHARLESTON WV 25312

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### GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division.
- 4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
- 5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
- 6. Payment may only be made after the delivery and acceptance of goods or services.
- 7. Interest may be paid for late payment in accordance with the West Virginia Code.
- 8. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
- 12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- **13. BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
- 14. HIPAA Business Associate Addendum The West Viginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

### **INSTRUCTIONS TO BIDDERS**

- 1. Use the quotation forms provided by the Purchasing Division.
- 2. SPECIFICATIONS: Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
- 3. Complete all sections of the quotation form.
- 4. Unit prices shall prevail in cases of discrepancy.
- 5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- 6. BID SUBMISSION: All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

### SIGNED BID TO:

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



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\*709035121 304-343-7578
F M PILE HARDWARE COMPANY
1625 W WASHINGTON STREET
CHARLESTON WV 25312

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### LITTER07 - Specifications

This is a request for quotation to supply litter grabbers to all West Virginia state agencies and political subdivisions.

### **Award Conditions**

The award shall be made based on the lowest-cost provider meeting the specifications. The evaluation of this contract shall be done by multiplying the usage figures times the bidder's discounted unit prices. The extended total shall be the basis to determine the low bidder.

### Questions

Written questions shall be accepted through close of business (5:00 p.m. EST) on Wednesday, November 20, 2006. Written questions may be sent via E-mail preferred), USPS, Fax, courier or hand delivered. Send your questions to: O A

Purchasing Division Attention Betty Francisco 2019 Washington Street, East Charleston, WV 25305 304-558-4115 - FAX bfrancisco@wvadmin.gov - E-mail

It is the bidder's responsibility to verify that questions have been received by the purchasing division. You may call 304-558-0468 or 304-558-7023 to verify receipt of the questions.

All items stating a "must" or "shall" are mandatory requirements. Failure to provide or meet any of these mandatory requirements shall be grounds to disqualify the entire quotation.

Samples of all items bid are required. These samples must be received no later than five (5) days after the bid opening date. If bidder wishes to have samples returned, they must include a pre-paid label or other information to have the items returned at vendor's expense. All samples shall be tested. Samples must be capable of picking up a brick without bending the grabber and must also be capable of picking up a dime.

Vendors should furnish detailed specifications and/or descriptive literature with the bid. that details the strength and flexibility of the grabber.

### Delivery

Successful vendor shall deliver product within 5 working days after receipt of order. If the successful vendor shows a pattern of failure to deliver, or delivery of product which does not conform to specifications, or breech of any other terms and conditions of the contract, the contract may be subject to immediate cancellation.

### LITTER07 - Specifications

### **Pricing Page**

Bidders must complete the enclosed pricing page. The prices shown shall be firm for the life of the contract.

Vendor shall list the name, physical address, phone number and e-mail address of the zone manager, factory representative, or other individuals who will coordinate orders on the contract.

Bidders shall sign the certification indicating they meet all requirements of this request for quotation. Such certification is required prior to issuance of any contract.

### AFFIDAVIT

### West Virginia Code §5A-3-10a states:

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 the debt owned is an amount greater than one thousand dollars in the aggregate.

### **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.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions.

"Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities.

"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 exceed five percent of the total contract amount.

### **EXCEPTION:**

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this 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.

### LICENSING:

The vendor must be licensed in accordance with any and all state requirements to do business with the state of West Virginia.

### CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit <a href="https://www.state.wv.us/admin/purchase/privacy">www.state.wv.us/admin/purchase/privacy</a> for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name:	FM Pile	HAND WARE	<u>Lò</u>			<del></del>
Authorized Signature:	Williams	2 Pala		Date:	11-21-06	
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No Debt Affidavit Revised 02/08/06



State of West Virginia Department of Administration Purchasing Division 2019 Washington Street East Post Office Box 50130 Charleston, WV 25305-0130

### Request for Quotation

REQNUMBER LITTER07

PAGE

LITERU/

ADDRESS CORRESPONDENCE TO ATTENTION OF:

BETTY FRANCISCO 304-558-0468

\*709035121 304-343-7578
F M PILE HARDWARE COMPANY
1625 W WASHINGTON STREET
CHARLESTON WV 25312

Ø.T.—a. F-O

DATE PRIN	TED	TE	RMS OF SAL	E	SHI	PVIA	F	0.В	FREIGHT TERMS
11/15/									
BID OPENING DATE	: I tauna (la palantibu)	11/28/	2006		<b>l</b> egación de legación de legación de la constantidad de la constantid	BID	OPENING	TIME 0	L:30PM
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LITTER07	LITTER07 - Pricing Page	ge		
Item	Quantity	Quantity Unit Price	Total	Min Order Qty
36" Heavy Duty Grabber/Pistol Grip P~ 3 & t	2,000	1200	24,000	84
32" Regular/Light Duty Grabber 🖛 しっろえの	7,500	5,50	41 250	&+7
Rubber caps Tips not Replacable	200			
TOTAL			65250	

<sup>\*</sup>Grabber must weigh less than 12 ounces each.

		12 WV		Ī			FM Pile Hardware Co
	(	Sharles					Pile
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	したとう	1625 W WASHington St - Charleston WV	304- 343-7898	0054 - 578 - toc	oilehdue (a hoc. Com	ļ	, representing
ordinator	7	(425	- nec	. 45K	pileh	-	William LPile dr
Vendor Contract Coordinator	Name:	Address:	Phone No.:	Fax No.	E-Mail:		1, W.11.Am

hereby certify, under penalty of law for fraud, that items priced above meet the specifications of this request for quotation.

(company name)

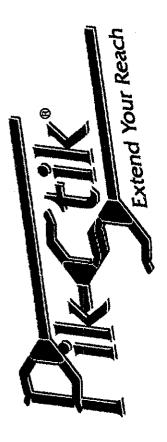
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(print name)

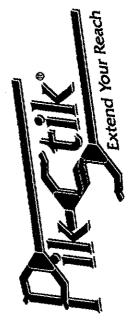
Signature/Date: William & Pulled

11-20-06

WV-36a STATE OF WEST VIRGINIA	Buyer:	Page	Req. or P. O. No.:				
PURCHASING CONTINUATION SHEET	Spending Un	<u> </u>					
Vendor:	Opending on						
R	equisition N	lo.:					
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ADDENDUM ACKNOWLEDGEMENT							
I hereby acknowledge receipt of the following checked addendum(s) and have made the necessary revisions to my proposal, plans and/or specifications, etc.							
Addendum No.'s:							
No. 1							
No. 2							
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No. 4							
No. 5							
I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.							
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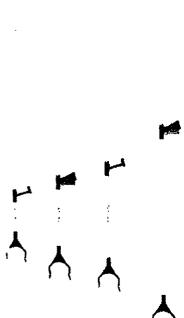


# "The Original All-Purpose Reacher"



# "The Original All-Purpose Reacher"

3 lightweight, durable models. At home, work or PikStik, the reacher experts since 1989, offers enough to pick up a dime, yet sturdy enough to indoor and outdoor tasks. PikStiks are precise in the yard, they can be used by anyone for lift 5 pounds.



# PikStik Pro®

Our Bestseller

### Features:

- Anodized, dual channel aluminum shaft
- Ergonomic handle
- Locking mechanism
- Rotating 5 1/2" jaws
- Durable, no-slip gripping surface
- 20", 26", 32" and 48" sizes (yellow or orange)
- Made in the USA with GE's Lexan Material

# PikStik Lite®

Low cost, light and functional

## Features

- Lightweight design
- Rotating jaws
- Ergonomic handle
- Short trigger squeeze
- Available in 32" red

## PikStik *Industrial*® For heavy duty jobs

## Features

- Maximum gripping strength
- Heavy duty aluminum shaft
- Rotating jaws
- Available in 32" & 48" yellow
- Made in the USA with GE's Lexan material