



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

Request for Quotation

RFQ NUMBER
SYSFURN07

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BETTY FRANCISCO
304-558-0468

VENDOR

*004151442 800-624-9751
 G F OFFICE FURNITURE
 6655 SEVILLE DRIVE
 CANFIELD OH 44406

SHIP TO

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2006				

BID OPENING DATE: **09/06/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>REQUEST FOR QUOTATION</p> <p>THE PURCHASING DIVISION IS SOLICITING BIDS FOR A BLANKET OPEN-END STATEWIDE CONTRACT FOR SYSTEMS FURNITURE AND ALL OTHER TYPES OF OFFICE FURNITURE.</p> <p>*****NOTICE*****</p> <p>THERE IS A MANDATORY PRE-BID MEETING SCHEDULED FOR WEDNESDAY, AUGUST 16, 2006 AT 11:00 A.M. IN THE PURCHASING DIVISION CONFERENCE ROOM LOCATED IN BUILDING 15, 2019 WASHINGTON STREET, EAST, CHARLESTON, WEST VIRGINIA. ONLY VENDORS REPRESENTED AT THIS MEETING SHALL BE ELIGIBLE TO SUBMIT BIDS. FAILURE TO ATTEND THE MANDATORY PRE-BID CONFERENCE SHALL AUTOMATICALLY DISQUALIFY A VENDOR FROM BIDDING ON THIS CONTRACT. NO ONE PERSON CAN REPRESENT MORE THAN ONE BIDDER.</p> <p>ATTACHMENTS:</p> <ol style="list-style-type: none"> SPECIFICATIONS, 18 PAGES, DATED REV. 7/18/2006 EXHIBIT A - VENDORS MUST USE THIS EXHIBIT TO LIST ALL CATALOGS BEING BID AND THE DISCOUNT FOR EACH. VENDORS SHOULD COMPLETE ALL INFORMATION REQUESTED. THE DESIGN FEE AND LABOR RATE FOR ANY REARRANGEMENT MUST BE SHOWN. THESE RATES CANNOT EXCEED \$30.00/HOUR. CERTIFICATION PAGE - SHOULD BE SIGNED AND RETURNED WITH BID. NO AWARD WILL BE DONE WITHOUT THIS CERTIFICATION. AFFIDAVIT - SHOULD BE SIGNED AND RETURNED WITH BID. NO AWARD WILL BE MADE WITHOUT THIS AFFIDAVIT. 						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE 724-934-3679	DATE 9-15-06
TITLE Natl. Sales Mgr	FEIN 36-3710942	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**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 Virginia 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



State of West Virginia
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 Purchasing Division
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PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
BETTY FRANCISCO
304-558-0468

VENDOR
 *004151442 800-624-9751
 G F OFFICE FURNITURE
 6655 SEVILLE DRIVE
 CANFIELD OH 44406

SHIP TO
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 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2006				

BID OPENING DATE: **09/06/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		425-94		
<p>OFFICE FURNITURE, PANEL SYSTEMS, CHAIRS, ETC.</p> <p>THIS IS TO PROVIDE FURNITURE TO ALL STATE AGENCIES AND POLITICAL SUBDIVISIONS. THE STATE OF WEST VIRGINIA DEPARTMENT OF CORRECTIONS IS AUTHORIZED TO FURNISH AND SUPPLY OFFICE FURNITURE TO THE STATE AGENCIES. IT IS NOT THE INTENT OF THIS CONTRACT TO SUPERCEDE THE RIGHTS OF THE DEPARTMENT OF CORRECTIONS. ALL STATE AGENCIES ARE TO CONTACT THE WV DEPARTMENT OF CORRECTIONS, PRISON INDUSTRIES TO DETERMINE IF THE SAME OR SIMILAR ITEM IS AVAILABLE FROM THE DEPARTMENT OF CORRECTIONS.</p> <p>THE DISCOUNT PRICES INCLUDE DELIVERY AND INSTALLATION. ALL ITEMS ARE TO BE FULLY ASSEMBLED AND INSTALLED ON-SITE IN THE LOCATION DETERMINED BY THE AGENCY. THE VENDOR SHALL CHECK FOR DAMAGE, CLEAN AND ADJUST ALL FURNITURE SYSTEMS, AND MUST REMOVE ALL DEBRIS FROM THE PREMISES. ANY ITEM FOUND TO BE DAMAGED OR OTHERWISE UNACCEPTABLE SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE AGENCY. DEBRIS AND PACKING MATERIALS ARE TO BE PROPERLY DISPOSED OF BY THE VENDOR AT ITS EXPENSE AND SHALL NOT BE LEFT AT THE JOB SITE.</p> <p>ALL EQUIPMENT FURNISHED IN CONJUNCTION WITH THIS CONTRACT SHALL BE NEW. REFURBISHED AND/OR REFINISHED EQUIPMENT SHALL NOT BE ACCEPTABLE. AN INSTALLATION SHALL BE TAKEN TO MEAN ALL COMPONENTS, TOOLS, HARDWARE, LABOR, ETC. NECESSARY TO PROVIDE A COMPLETE INSTALLATION.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Kevin Delaney</i>	TELEPHONE 724-934-3679	DATE 9-15-06
TITLE <i>Natl. Sales Mgr.</i>	FEIN 36-3710942	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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PAGE
4

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BID OPENING DATE: **09/06/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>WV-39 IS NOT REQUIRED IF AGENCY IS USING P-CARD.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A LOCAL BANK. THE SUCCESSFUL VENDOR</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Kevin Delaney* TELEPHONE: **724-934-3679** DATE: **9-15-06**
 TITLE: **Natl. Sales Mgr.** FEIN: **36-3710992** ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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PAGE
5

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304-558-0468

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*004151442 800-624-9751
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BID OPENING DATE: **09/06/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY FOR ORDERS THAT ARE LESS THAN \$2,500 AS A CONDITION OF AWARD.</p> <p style="text-align: center;">NOTICE</p> <p>AN ORIGINAL, SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>BOTH BIDS MUST CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPES OR THE BIDS MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER:-----BETTY L. FRANCISCO - FILE 42-----</p> <p>RFQ. NO.:-----SYSFURN07-----</p> <p>BID OPENING DATE:---SEPTEMBER 6, 2006---</p> <p>BID OPENING TIME:---1:30 P.M.-----</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p style="text-align: right;"><i>724-934-3689</i></p> <p>-----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY):</p> <p style="text-align: right;"><i>Jennifer Whipkey</i></p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Kennel Delaney</i>	TELEPHONE <i>724-934-3679</i>	DATE <i>9-15-06</i>
TITLE <i>Nthl. Sales Mgr.</i>	FEIN <i>36-3710992</i>	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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PAGE
6

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304-558-0468

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT

***** THIS IS THE END OF RFQ SYSFURN07 ***** TOTAL:						_____

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Kevin Delaney</i>	TELEPHONE 724-934-3679	DATE 9-15-06
TITLE <i>Ntl. Sales Mgr.</i>	FEIN 36-3710942	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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RFQ NUMBER
SYSFURN07

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
BETTY FRANCISCO
304-558-0468

RFQ COPY

TYPE NAME/ADDRESS HERE

GF Office Furniture
6655 Seville Dr.
Canfield, OH 44406

VENDOR

SHIP TO

ALL STATE AGENCIES
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 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
08/27/2006				

BID OPENING DATE: **09/20/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM # 01						
<p>1. IF MANUFACTURER SIMPLY CHANGES THE CODES OR THE NUMBERING SYSTEM IDENTIFYING PRODUCTS, THOSE CHANGES WILL BE ACCEPTED WHEN THEY OCCUR. NOTE: IF ANY PRICING CHANGES OCCUR WITH THIS CHANGE, THEY WILL ONLY BE ACCEPTED AT RENEWAL. ANY CHANGE OF MODEL NUMBERS ACCEPTED MUST INCLUDE ENTIRE REPLACEMENT OF THE PRICING BOOK/CD/ETC. NO PARTIAL LIST OF ITEMS IN CATALOG, ETC. SHALL BE ACCEPTED.</p> <p>2. SPECIFICATIONS, REVISED 8/24, ARE ATTACHED.</p> <p>3. THE MAXIMUM RATE OF \$30.00/HOUR APPLIES TO BOTH DESIGN AND LABOR FOR REARRANGEMENT. NO LABOR FEE WILL BE PERMITTED WITH NEW INSTALLATION.</p> <p>4. SECTION D - GENERAL REQUIREMENTS FOR FILING CABINETS: PREVIOUSLY REQUESTED "PRICING". THAT HAS BEEN DELETED FROM THE REVISED SPECIFICATIONS. NOTE: BIDDERS SHOULD LIST THE CLASS OF ALL FILE CABINETS BID, A, B, OR C.</p> <p>5. PROOF OF INSURANCE AND WORKER'S COMPENSATION SHALL BE REQUIRED PRIOR TO ANY AWARD.</p> <p>6. IT WAS REQUESTED THAT THE USERS BE REQUIRED TO PERFORM ROUTINE MAINTENANCE. THIS REQUEST IS DENIED. THE POTENTIAL FOR THE USER TO DAMAGE THE SYSTEM FURNITURE AND THEREBY VOID THE WARRANTY IS TOO GREAT. CONTRACT HOLDER WHO IS AWARDED AND SUPPLIES THE SYSEM FURNITURE IS RESPONSIBLE FOR ALL MAINTENANCE.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Edward Delaney* TELEPHONE *724-934-3677* DATE *9-15-06*
 TITLE *Asst. Sales Mgr.* FEIN *36-370942* ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
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PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
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RFQ COPY
 TYPE NAME/ADDRESS HERE
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6655 Seville Dr.
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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
7.						
REQUEST RECEIVED TO REPLACE THE WARRANTY REQUIREMENTS WITH THE COMPANY LIMITED WARRANTIES. REQUEST DENIED. CONTRACTS WILL BE AWARDED TO COMPANIES WHO MEET THE SPECIFICATIONS CONTAINED IN THE RFQ.						
8.						
IF A VENDOR REPRESENTED AT THE PRE-BID HAS MORE THAN ONE LINE, THAT BIDDER MAY BID MORE THAN ONE LINE - BIDDER MUST BID SYSTEM LINE TO QUALIFY FOR ANY AWARD.						
9.						
ALL STATE AGENCIES WILL NOT BE REQUIRED TO BID NEW SYSTEMS IF THE ANTICIPATED COST IS IN EXCESS OF \$2,500. A QUESTION WAS RECEIVED ON WHY HAVE A CONTRACT IF THIS IS THE PROCESS. THE BIDS WILL ONLY BE SOLICITED FROM CONTRACT HOLDERS; IF YOU DO NOT BID FOR ONE OF THE CONTRACTS, YOU WILL NOT BE ABLE TO BID FOR THOSE BETWEEN THE \$2,500 AND \$100,000 THRESHOLD. OVER \$100,000, THEY ARE SENT TO THE PURCHASING DIVISION FOR A DECISION TO PUBLICLY BID OR AWARD TO THE CONTRACT HOLDER.						
10.						
CD'S WILL BE ACCEPTED IN LIEU OF PRODUCT BOOKS. THESE MUST BE "USER FRIENDLY" CD'S THAT CAN BE USED TO VERIFY THE PRICES AND DISCOUNTS ON ALL PURCHASES.						
11.						
THE BID OPENING DATE HAS BEEN CHANGED TO WEDNESDAY, SEPTEMBER 20, 2006.						
*****END OF ADDENDUM # 01*****						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *[Signature]* TELEPHONE: *724-934-3679* DATE: *9-15-06*

DATE: *9-15-06* TITLE: *Int. Sales Mgr* FEIN: *36-3710942* ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

A F F I D A V I T**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 exceeds 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 www.state.wv.us/admin/purchase/privacy 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: GF Office Furniture Ltd.

Authorized Signature:  Date: _____

Certification

ABATMNT07

By submitting a signed bid for SYSFURN07 – supplying system furniture and other furniture requirements – vendor hereby certifies under penalty of fraud that all mandatory specifications contained in the Request for Quotation are met.

GF Office Furniture Ltd.
Vendor (Type Name of Company)

525 Steam Plant Rd. Gallatin, TN 37066
Address

Kevin Delaney
Name (Type Name)

National Sales Mgr
Title

Kevin Delaney
Signature

9-15-06
Date

Note: No contract shall be awarded prior to receipt of this certification.

WV-36a STATE OF WEST VIRGINIA PURCHASING CONTINUATION SHEET	Buyer:	Page	Req. or P. O. No.:
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Vendor:	Spending Unit:
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Requisition No.: SYSFURN07

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 _____
- No. 3 _____
- No. 4 _____
- No. 5 _____

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.

Kenneth Selaney
Signature

GF Office Furniture Ltd.
Company

9-15-06
Date

EXHIBIT A
SYSFURN07

07/20/2006

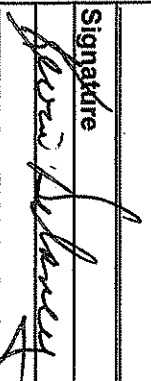
Vendor/Contact Information	Manufacturer	Model/Line/ Product	Catalog Identifier	Discount %
Vendor: _____				
GF Office Furniture Ltd.	GF Office Furniture Ltd.	GFX, OPS	Panel Systems 8-1-06	60.0%
Contract Coordinator:	GF Office Furniture Ltd.	Puzzle 1	Puzzle 1 2-06	60.0%
Jennifer Whipkey	GF Office Furniture Ltd.	Puzzle 3	Puzzle 3 3-06	60.0%
	GF Office Furniture Ltd.	G3, Tables, Quantum Filing	Desks, Tables, Files/	51.0%
Address:		*All Files and storage are Class A	Storage 8-1-06	
525 Steam Plant Rd.	GF Office Furniture Ltd.	Shuffle, Sidestep, Stomp, & Slide	Tempo Seating 12-06	50.0%
Gallatin, TN 37066	GF Office Furniture Ltd.	Turin, Cato, & 40/4	Select Seating 4-06	50.0%
	OSI Signatures in Fine Wood	Casegoods, Conferencing, Reception	OSI 2005	50.0%
Phone# : _____		Entire Line of Wood Veneer		
	724-934-3679	OSI Signatures in Fine Wood	Casegoods, Conferencing, Reception	
		Entire Line of Laminate	OSI New Introductions	50.0%
724-934-3689			5/6/2006	
Toll Free# : _____				
1-800-451-4363				
Email: _____				
jwhipkeyof@nauticom.net				
Labor Rate: _____				
\$30.00/hr.				
Design Fee: _____				
\$30.00/hr.				
Signature				
				

EXHIBIT A
SYSFURN07

07/20/2006

Print Name				
Kevin Delaney				
Title				
<i>National Sales Manager</i>				

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
9/13/2006

PRODUCER
IIBS, Inc.
100 North Lincolnway
North Aurora, IL 60542
(630) 906-6000

INSURED **G.F. Office Furniture, Ltd.**

525 Steam Plant Road
Gallatin, TN 37066
615-452-9120

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC#
INSURER A: Federal Insurance Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

COVERAGES
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

PRODUCER / INSURED	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE(MM/DD/YY)	POLICY EXPIRATION DATE(MM/DD/YY)	LIMITS
IIBS, Inc. G.F. Office Furniture, Ltd.	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	3582-40-15	8/1/2006	8/1/2007	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALLOWED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	7354-29-08	8/1/2006	8/1/2007	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$	7967-40-84	8/1/2006	8/1/2007	EACH OCCURRENCE \$ 25,000,000 AGGREGATE \$ 25,000,000 \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	7171-89-38	8/1/2006	8/1/2007	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER
State of West Virginia
Dept. of Administration, Purchasing Div.
Attn: Jennifer Whipkey
State Capital Complex
2019 Washing St. East
Charleston, WV 25305-0130

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
AUTHORIZED REPRESENTATIVE
[Signature]



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

Request for Quotation

RFO NUMBER
SYSFURN07

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BETTY FRANCISCO
304-558-0468

VENDOR

*004151442 800-624-9751
G F OFFICE FURNITURE
6655 SEVILLE DRIVE

CANFIELD OH 44406

SHIP TO

ALL STATE AGENCIES
AND POLITICAL SUBDIVISIONS
VARIOUS LOCALES AS INDICATED
BY ORDER

DATE PRINTED 07/27/2006	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
BID OPENING DATE: 09/06/2006		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>REQUEST FOR QUOTATION</p> <p>THE PURCHASING DIVISION IS SOLICITING BIDS FOR A BLANKET OPEN-END STATEWIDE CONTRACT FOR SYSTEMS FURNITURE AND ALL OTHER TYPES OF OFFICE FURNITURE.</p> <p>*****NOTICE*****</p> <p>THERE IS A MANDATORY PRE-BID MEETING SCHEDULED FOR WEDNESDAY, AUGUST 16, 2006 AT 11:00 A.M. IN THE PURCHASING DIVISION CONFERENCE ROOM LOCATED IN BUILDING 15, 2019 WASHINGTON STREET, EAST, CHARLESTON, WEST VIRGINIA. ONLY VENDORS REPRESENTED AT THIS MEETING SHALL BE ELIGIBLE TO SUBMIT BIDS. FAILURE TO ATTEND THE MANDATORY PRE-BID CONFERENCE SHALL AUTOMATICALLY DISQUALIFY A VENDOR FROM BIDDING ON THIS CONTRACT. NO ONE PERSON CAN REPRESENT MORE THAN ONE BIDDER.</p> <p>ATTACHMENTS:</p> <ol style="list-style-type: none"> SPECIFICATIONS, 18 PAGES, DATED REV. 7/18/2006 EXHIBIT A - VENDORS MUST USE THIS EXHIBIT TO LIST ALL CATALOGS BEING BID AND THE DISCOUNT FOR EACH. VENDORS SHOULD COMPLETE ALL INFORMATION REQUESTED. THE DESIGN FEE AND LABOR RATE FOR ANY REARRANGEMENT MUST BE SHOWN. THESE RATES CANNOT EXCEED \$30.00/HOUR. CERTIFICATION PAGE - SHOULD BE SIGNED AND RETURNED WITH BID. NO AWARD WILL BE DONE WITHOUT THIS CERTIFICATION. AFFIDAVIT - SHOULD BE SIGNED AND RETURNED WITH BID. NO AWARD WILL BE MADE WITHOUT THIS AFFIDAVIT. 						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *[Signature]* TELEPHONE: **724-939-3679** DATE: **9-15-06**
 FILE: *[Handwritten]* FEIN: *[Handwritten]* ADDRESS CHANGES TO BE NOTED ABOVE



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

Request for Quotation

RFQ NUMBER
SYSFURN07

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF:
BETTY FRANCISCO
304-558-0468

VENDOR

*004151442 800-624-9751
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SHIP TO

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 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED 07/27/2006	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **09/06/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	JB		425-94		
<p>OFFICE FURNITURE, PANEL SYSTEMS, CHAIRS, ETC.</p> <p>THIS IS TO PROVIDE FURNITURE TO ALL STATE AGENCIES AND POLITICAL SUBDIVISIONS. THE STATE OF WEST VIRGINIA DEPARTMENT OF CORRECTIONS IS AUTHORIZED TO FURNISH AND SUPPLY OFFICE FURNITURE TO THE STATE AGENCIES. IT IS NOT THE INTENT OF THIS CONTRACT TO SUPERCEDE THE RIGHTS OF THE DEPARTMENT OF CORRECTIONS. ALL STATE AGENCIES ARE TO CONTACT THE WV DEPARTMENT OF CORRECTIONS, PRISON INDUSTRIES TO DETERMINE IF THE SAME OR SIMILAR ITEM IS AVAILABLE FROM THE DEPARTMENT OF CORRECTIONS.</p> <p>THE DISCOUNT PRICES INCLUDE DELIVERY AND INSTALLATION. ALL ITEMS ARE TO BE FULLY ASSEMBLED AND INSTALLED ON-SITE IN THE LOCATION DETERMINED BY THE AGENCY. THE VENDOR SHALL CHECK FOR DAMAGE, CLEAN AND ADJUST ALL FURNITURE SYSTEMS, AND MUST REMOVE ALL DEBRIS FROM THE PREMISES. ANY ITEM FOUND TO BE DAMAGED OR OTHERWISE UNACCEPTABLE SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE AGENCY. DEBRIS AND PACKING MATERIALS ARE TO BE PROPERLY DISPOSED OF BY THE VENDOR AT ITS EXPENSE AND SHALL NOT BE LEFT AT THE JOB SITE.</p> <p>ALL EQUIPMENT FURNISHED IN CONJUNCTION WITH THIS CONTRACT SHALL BE NEW. REFURBISHED AND/OR REFINISHED EQUIPMENT SHALL NOT BE ACCEPTABLE. AN INSTALLATION SHALL BE TAKEN TO MEAN ALL COMPONENTS, TOOLS, HARDWARE, LABOR, ETC. NECESSARY TO PROVIDE A COMPLETE INSTALLATION.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Kevin Salaney</i>	TELEPHONE 724-934-3679	DATE 9-15-06
FILE <i>Ntl Sales Mgr.</i>	FEIN 36-3710942	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS



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

Quotation

SYSFURN07

3

ADDRESS CORRESPONDENCE TO ATTENTION OF:

BETTY FRANCISCO
 304-558-0468

*004151442 800-624-9751
 G F OFFICE FURNITURE
 6655 SEVILLE DRIVE
 CANFIELD OH 44406

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ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2006				

BID OPENING DATE: 09/06/2006 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
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EXHIBIT 3

LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.

UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.

RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.

CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.

OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Brenda Selaney</i>	TELEPHONE 724-934-3679	DATE 9-15-06
TITLE Ntl. Sales Mgr.	FEIN 36-3710942	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

Quotation

SYSFURN07

4

ADDRESS CORRESPONDENCE TO ATTENTION OF:

BETTY FRANCISCO
 304-558-0468

*004151442 800-624-9751
 G F OFFICE FURNITURE
 6655 SEVILLE DRIVE
 CANFIELD OH 44406

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

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DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2006				

BID OPENING DATE: 09/06/2006 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>WV-39 IS NOT REQUIRED IF AGENCY IS USING P-CARD.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A LOCAL BANK. THE SUCCESSFUL VENDOR</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Kevin Delaney* TELEPHONE: 724-934-3679 DATE: 9-15-06
 TITLE: Ntl. Sales Mgr. FEIN: 36-3710942
 ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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 Purchasing Division
 2019 Washington Street East
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 Charleston, WV 25305-0130

Quotation

SYSFURN07

5

ADDRESS CORRESPONDENCE TO ATTENTION OF:

BETTY FRANCISCO
 304-558-0468

VENDOR
 *004151442 800-624-9751
 G F OFFICE FURNITURE
 6655 SEVILLE DRIVE
 CANFIELD OH 44406

SHIP TO
 ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2006				

BID OPENING DATE: **09/06/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY FOR ORDERS THAT ARE LESS THAN \$2,500 AS A CONDITION OF AWARD.</p> <p style="text-align: center;">NOTICE</p> <p>AN ORIGINAL, SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>BOTH BIDS MUST CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPES OR THE BIDS MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER:-----BETTY L. FRANCISCO - FILE 42-----</p> <p>RFQ. NO.:-----SYSFURN07-----</p> <p>BID OPENING DATE:---SEPTEMBER 6, 2006---</p> <p>BID OPENING TIME:---1:30 P.M.---</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:</p> <p style="text-align: right;">724-934-3689</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY):</p> <p style="text-align: right;"><i>Jennifer Whipkey</i></p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Brown Delaney* TELEPHONE *724-934-3679* DATE *9-15-06*

TITLE *Ntl. Sales Mgr.* FEIN *36-3710942* ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

Quotation

SYSFURN07

6

ADDRESS CORRESPONDENCE TO ATTENTION OF:

BETTY FRANCISCO
 304-558-0468

*004151442 800-624-9751
 G F OFFICE FURNITURE
 6655 SEVILLE DRIVE
 CANFIELD OH 44406

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ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/27/2006				

BID OPENING DATE: 09/06/2006 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
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***** THIS IS THE END OF RFQ SYSFURN07 ***** TOTAL: _____

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Kevin Delaney</i>	TELEPHONE 724-934-3679	DATE 9-15-06
TITLE Natl. Sales Mgr.	FEIN 36-3710942	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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

**request for
 Quotation**

RFQ NUMBER
SYSFURN07

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
**BETTY FRANCISCO
 304-558-0468**

RFQ COPY

TYPE NAME/ADDRESS HERE
*GF Office Furniture
 6655 Seville Dr.
 Canfield, OH 44406*

RFQ COPY

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED 08/27/2006	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
BID OPENING DATE: 09/20/2006		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM # 01						
1. IF MANUFACTURER SIMPLY CHANGES THE CODES OR THE NUMBERING SYSTEM IDENTIFYING PRODUCTS, THOSE CHANGES WILL BE ACCEPTED WHEN THEY OCCUR. NOTE: IF ANY PRICING CHANGES OCCUR WITH THIS CHANGE, THEY WILL ONLY BE ACCEPTED AT RENEWAL. ANY CHANGE OF MODEL NUMBERS ACCEPTED MUST INCLUDE ENTIRE REPLACEMENT OF THE PRICING BOOK/CD/ETC. NO PARTIAL LIST OF ITEMS IN CATALOG, ETC. SHALL BE ACCEPTED.						
2. SPECIFICATIONS, REVISED 8/24, ARE ATTACHED.						
3. THE MAXIMUM RATE OF \$30.00/HOUR APPLIES TO BOTH DESIGN AND LABOR FOR REARRANGEMENT. NO LABOR FEE WILL BE PERMITTED WITH NEW INSTALLATION.						
4. SECTION D - GENERAL REQUIREMENTS FOR FILING CABINETS: PREVIOUSLY REQUESTED "PRICING". THAT HAS BEEN DELETED FROM THE REVISED SPECIFICATIONS. NOTE: BIDDERS SHOULD LIST THE CLASS OF ALL FILE CABINETS BID, A, B, OR C.						
5. PROOF OF INSURANCE AND WORKER'S COMPENSATION SHALL BE REQUIRED PRIOR TO ANY AWARD.						
6. IT WAS REQUESTED THAT THE USERS BE REQUIRED TO PERFORM ROUTINE MAINTENANCE. THIS REQUEST IS DENIED. THE POTENTIAL FOR THE USER TO DAMAGE THE SYSTEM FURNITURE AND THEREBY VOID THE WARRANTY IS TOO GREAT. CONTRACT HOLDER WHO IS AWARDED AND SUPPLIES THE SYSEM FURNITURE IS RESPONSIBLE FOR ALL MAINTENANCE.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Kevin Delaney</i>	TELEPHONE <i>724-934-3679</i>	DATE <i>9-15-06</i>
DATE <i>NHnl. Sales Mgr.</i>	FERN <i>36-3710942</i>	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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**Request for
 Quotation**

RFQ NUMBER
SYSFURN07

PAGE
2

ADDRESS CORRESPONDENCE TO ATTENTION OF
**BETTY FRANCISCO
 304-558-0468**

RFQ COPY
 TYPE NAME/ADDRESS HERE
*GF Office Furniture
 6655 Seville Dr.
 Canfield, OH 44406*

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
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BID OPENING DATE: **09/20/2006** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	QAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>7. REQUEST RECEIVED TO REPLACE THE WARRANTY REQUIREMENTS WITH THE COMPANY LIMITED WARRANTIES. REQUEST DENIED. CONTRACTS WILL BE AWARDED TO COMPANIES WHO MEET THE SPECIFICATIONS CONTAINED IN THE RFQ.</p> <p>8. IF A VENDOR REPRESENTED AT THE PRE-BID HAS MORE THAN ONE LINE, THAT BIDDER MAY BID MORE THAN ONE LINE - BIDDER MUST BID SYSTEM LINE TO QUALIFY FOR ANY AWARD.</p> <p>9. ALL STATE AGENCIES WILL NOT BE REQUIRED TO BID NEW SYSTEMS IF THE ANTICIPATED COST IS IN EXCESS OF \$2,500. A QUESTION WAS RECEIVED ON WHY HAVE A CONTRACT IF THIS IS THE PROCESS. THE BIDS WILL ONLY BE SOLICITED FROM CONTRACT HOLDERS; IF YOU DO NOT BID FOR ONE OF THE CONTRACTS, YOU WILL NOT BE ABLE TO BID FOR THOSE BETWEEN THE \$2,500 AND \$100,000 THRESHOLD. OVER \$100,000, THEY ARE SENT TO THE PURCHASING DIVISION FOR A DECISION TO PUBLICLY BID OR AWARD TO THE CONTRACT HOLDER.</p> <p>10. CD'S WILL BE ACCEPTED IN LIEU OF PRODUCT BOOKS. THESE MUST BE "USER FRIENDLY" CD'S THAT CAN BE USED TO VERIFY THE PRICES AND DISCOUNTS ON ALL PURCHASES.</p> <p>11. THE BID OPENING DATE HAS BEEN CHANGED TO WEDNESDAY, SEPTEMBER 20, 2006.</p> <p>*****END OF ADDENDUM # 01*****</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *David Salancy* TELEPHONE *724-934-3679* DATE *9-15-06*

TITLE *Asst. Sales Mgr* FEIN *36-3710942* ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

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 www.state.wv.us/admin/purchase/privacy 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: GF Office Furniture Ltd.

Authorized Signature: *Kevin Delaney* Date: _____

Certification

ABATMNT07

By submitting a signed bid for SYSFURN07 – supplying system furniture and other furniture requirements – vendor hereby certifies under penalty of fraud that all mandatory specifications contained in the Request for Quotation are met.

GF Office Furniture Ltd.
Vendor (Type Name of Company)

525 Steam Plant Rd. Gallatin, TN 37066
Address

Kevin Delaney
Name (Type Name)

National Sales Mgr
Title

Kevin Delaney
Signature

9-15-06
Date

Note: No contract shall be awarded prior to receipt of this certification.

WV-38a STATE OF WEST VIRGINIA PURCHASING CONTINUATION SHEET	Buyer:	Page	Req. or P. O. No.:
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Vendor:	Spending Unit:
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Requisition No.: SYSFURN07

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 _____
- No. 3 _____
- No. 4 _____
- No. 5 _____

I understand that failure to confirm the receipt of the addendum(s) is cause for rejection of bids.

Kennel Delaney
Signature

GF Office Furniture Ltd.
Company

9-15-06
Date

EXHIBIT A
SYSFURN07

07/20/2006

Vendor/Contact Information	Manufacturer	Model/Line/ Product	Catalog Identifier	Discount %
Vendor: _____				
GF Office Furniture Ltd.	GF Office Furniture Ltd.	GFX, OPS	Panel Systems 8-1-06	60.0%
Contract Coordinator:	GF Office Furniture Ltd.	Puzzle 1	Puzzle 1 2-06	60.0%
Jennifer Whipkey	GF Office Furniture Ltd.	Puzzle 3	Puzzle 3 3-06	60.0%
Address:	GF Office Furniture Ltd.	G3, Tables, Quantum Filing	Desks, Tables, Files/ Storage 8-1-06	51.0%
525 Steam Plant Rd.	GF Office Furniture Ltd.	*All Files and storage are Class A		
Gallatin, TN 37066	GF Office Furniture Ltd.	Shuffle, Sideslap, Stomp, & Slide	Tempo Seating 12-06	50.0%
	OSI Signatures in Fine Wood	Turin, Cato, & 40/4	Select Seating 4-06	50.0%
Phone# : _____	OSI Signatures in Fine Wood	Casegoods, Conferencing, Reception	OSI 2005	50.0%
	OSI Signatures in Fine Wood	Entire Line of Wood Veneer		
724-934-3689	OSI Signatures in Fine Wood	Casegoods, Conferencing, Reception	OSI New Introductions	50.0%
Toll Free# : _____		Entire Line of Laminate	5/6/2006	
1-800-451-4363				
Email: _____				
ivhipkeygf@nauticom.net				
Labor Rate: _____				
\$30.00/hr.				
Design Fee: _____				
\$30.00/hr.				
Signature				
<i>Jennifer Whipkey</i>				

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE(M/M/DD/YYYY)

9/13/2006

PRODUCER
IIBS, Inc.
 100 North Lincolnway
 North Aurora, IL 60542
 (630) 906-6000
 INSURED **G.F. Office Furniture, Ltd.**
 525 Steam Plant Road
 Gallatin, TN 37066
 615-452-9120

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE	NAIC#
INSURER A: Federal Insurance Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

AVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

ADDL. INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE(M/M/DD/YYYY)	POLICY EXPIRATION DATE(M/M/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	3582-40-15	8/1/2006	8/1/2007	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MEDEXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	7354-29-08	8/1/2006	8/1/2007	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$
	EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$	7967-40-84	8/1/2006	8/1/2007	EACH OCCURRENCE \$25,000,000 AGGREGATE \$25,000,000 \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER	7171-89-38	8/1/2006	8/1/2007	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

CERTIFICATE HOLDER

State of West Virginia
 Dept. of Administration, Purchasing Div.
 Attn: Jennifer Whipkey
 State Capital Complex
 2019 Washing St. East
 Charleston, WV 25305-0130

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

