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5160 S. EASTERN AVE., STEH

JB COPIES AND TONERS INK LLC.



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

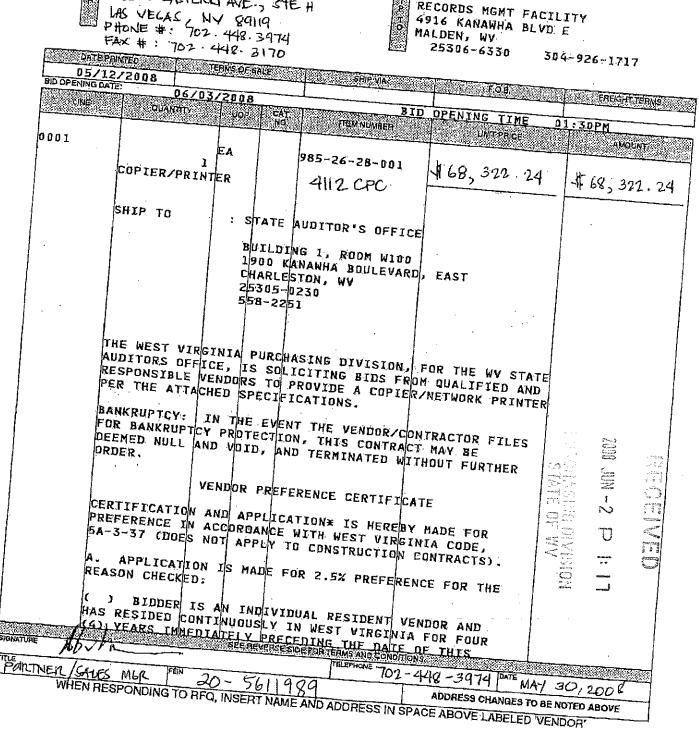
Request for HEGNUMBER Quotation

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AUDHESE COHHESPONDENCE TO ATTENUOPOE FRANK WHITTAKER 304-558-2316

STATE AUDITOR'S OFFICE

RECORDS MGMT FACILITY 4916 KANAWHA BLVD E MALDEN, WY.



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STATE AUDITOR'S OFFICE

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State of West Virginia
Department of Administration
Purchasing Division
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Request for Quotation

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STATE AUDITOR'S OFFICE

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State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
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Request for

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STATE AUDITOR'S OFFICE

RECORDS MGMT FACILITY 4916 KANAWHA BLVD E MALDEN, WY

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State of West Virginia
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JB COPIES AND TONERS INK U.C.

6160 S. EASTERN AVE., STE. H

LAS VELAC, NV 89119
PHONE #: 702 748 3974
FAX #: 702 448 3170

Request for Quotation

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FRANK WHITTAKER
304-558-2316

STATE AUDITOR'S OFFICE

RECORDS MGMT FACILITY 4916 KANAWHA BLVD E MALDEN, WV

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### WV STATE AUDITOR 105 PPM COPIER RFQ AUD093322

#### GENERAL

BLACK & WHITE 105 PPM (MINIMUM) COPIER SYSTEM STAND ALONE UNIT, NOT LINKED (I.E. 2 EA. 85 PPM UNITS) 36 MONTH LEASE NO THIRD PARTY LEASING

### REQUIRED FEATURES

NETWORK PRINTING
SCANNING (SCAN TO FILE, SCAN TO EMAIL)
2 & 3 HOLE PUNCH
PROFFESIONAL PUNCHER (PLASTIC COMB PUNCH)
5000 SHEET CAPACITY MULTI-POSITION STAPLER FINISHER
TAB INSERTS
SHEET & COVER INSERTS
100 SHEET CAPACITY DOCUMENT FEEDER

#### PAPER REQUIREMENTS

LEGAL (MIN) 500 SHEET PER DRAWER (SPD) CAPACITY LEDGER (MIN) 500 SHEET SPD CAPACITY LETTER (MIN) 3000 SHEET SPD CAPACITY LETTER (MIN) 3500 SHEET SPD PAPER DECK CAPACITY

#### SERVICE

600,000 COPIES PER YEAR TO BE INCLUDED
ALL PARTS & LABOR TO BE INCLUDED
ALL SUPPLIES (EXCLUDING PAPER) TO BE INCLUDED
LIST EXCESS COPY CHARGE
MUST PROVIDE "OFF HOURS" EMERGENCY SERVICE 5:00PM - 8:00AM MONDAY
THROUGH & Friday, WEEKENDS AND HOLIDAYS

7

## Price Sheet RFQ AUD093322

### Lease/Copy Charges

> 36 month lease, 50,000 copies per mo.

PerMonth Extended \$1,541,84 x 36 = \$55,686,24

Monthly copy overage \$ 0.0062 per page x 5,000 = \$ 31 x 36 = \$ 1.116
5,000 pages estimate for bidding purposes only

#### Services

> "Off hours" Service Rate \$ 310 | Moµnth
5:00 pm − 8:00 AM Monday through Friday, holidays and weekends
Quantities are estimated for bidding purposes only.

TOTAL BID;

\$ 68, 322 . 24

Quantities for overages and off hour services are estimates for bidding purposes only; actual quantities will vary. All overages and off hour services are to be billed at the

Monthly lease rates and unit price for overages are to be fixed for the life of the contract.

#### STATE OF WEST VIRGINIA Purchasing Division

## **PURCHASING AFFIDAVIT**

West Virginia Code §5A-3-10a states: No contract or renewal of any contract mey 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 owed 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 penaltles accrued

"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

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: Vendors 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 agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY: The vender agrees that he of 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: JB COPJES AND TONERS	)NK LUC.
Authorized Signature:	Date: MAY 30, 2008

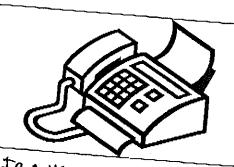
### GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 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.
- All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division. 3.
- Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have 4.
- All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term 5, 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 fate payment in accordance with the West Virginia Code. 8.
- Vendor preference will be granted upon willen 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 dulles under the Comtract, 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 13.
- BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed
- HIPAA Business Associate Addendum The West Viginia State Government HIPAA Business Associate 14. Addendom (BAA), approved by the Altorney 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

### INSTRUCTIONS TO BIDDERS

- 1. Use the qualation forms provided by the Purchasing Division,
- SPECIFICATIONS: Items offered must be in compliance with the specifications. Any deviation from the specifications 2. 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.
- Unit prices shall prevail in cases of discrepancy. 4.
- All quotations are considered F.O.B. destination unless alternate shipping forms are clearly identified in the quotation. 5,
- BID SUBMISSION: All quotalions must be delivered by the bidder to the office listed below prior to the date and time 6. 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



TO: FRANK WHITTAKER Fax number (304) 558 -4115

Date: JUNE 2, 2008

JB PRINT SOLUTIONS XEROX PARTNER

5160 S. EASTERN AVE., STE H & I LAS VEGAS, NV 89119 (702) 448-3974

Regarding: BID

Comments:

ATTN: FRANK WHITTAKER

PLEASE SEE ATTACHED DOCUMENT.

THANKS,

LARRY ADEVA