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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

RFQ NUMBER  
**ADJ1014**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
BUYER 32  
304-558-2544

RFQ COPY  
TYPE NAME/ADDRESS HERE

HARDWARE DISCOUNTERS  
18057 WEST OAK RIDGE DR  
HAGERSTOWN, MD 21740

ADJUTANT GENERAL'S DEPARTMENT  
MOUNTAINEER CHALLENGE PROGRAM  
CAMP DAWSON  
240 ARMY ROAD  
KINGWOOD, WV  
26537 304-341-6406

| DATE PRINTED                 | TERMS OF SALE | SHIP VIA                 | F.O.B. | FREIGHT TERMS |
|------------------------------|---------------|--------------------------|--------|---------------|
| 06/10/2010                   |               |                          |        |               |
| BID OPENING DATE: 06/24/2010 |               | BID OPENING TIME 01:30PM |        |               |

| LINE   | QUANTITY | UOP | CAT. NO. | ITEM NUMBER | UNIT PRICE  | AMOUNT   |
|--|----------|-----|----------|-------------|-------------|----------|
| 0001   | 180      | LT  |          | 425-53      | \$ 481.7587 | 86716.57 |
| HEAVY DUTY CLOTHING WARDROBE LOCKERS   |          |     |          |             |             |          |
| <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE OFFICE OF THE ADJUTANT GENERAL'S MOUNTAINEER CHALLENGE ACADEMY, IS SOLICITING BIDS FROM QUALIFIED VENDORS TO PROVIDE AND DELIVER TO THE ACADEMY, ONE HUNDRED EIGHTY (180) HEAVY DUTY CLOTHING LOCKERS PER THE FOLLOWING SPECIFICATIONS, BID REQUIREMENTS, AND TERMS &amp; CONDITIONS.</p> <p>THE VENDOR SHOULD INDICATE THE MANUFACTURER AND MODEL NUMBER OF THE LOCKER STYLE BEING BID IN THE SPACE PROVIDED BELOW:</p> <p>MANUF: <u>PARENT METAL</u> --- MODEL NO. <u>212-C/cx-24 Modified</u></p> <p>VENDORS SHOULD PROVIDE FACTORY PRODUCED SPECIFICATIONS OR CUT SHEETS WITH THE COPY OF THEIR BID SUBMISSION FOR AGENCY USE DURING THE BID EVALUATION PROCESS.</p> <p>VENDORS MAY BE REQUESTED TO PROVIDE THIS OR ADDITIONAL INFORMATION TO THE AGENCY AT ANY TIME DURING THE BID EVALUATION PROCESS. FAILURE TO PROVIDE THE REQUESTED INFORMATION WITHIN THE TIME FRAME OF THE ORIGINAL REQUEST, MAY RESULT IN THE DISQUALIFICATION OF THE VENDOR'S BID SUBMISSION.</p> <p>VENDOR PRICES AS ENTERED IN THE TOTAL LINE HEREIN ARE TO BE ALL INCLUSIVE OF THE SHIPPING AND DELIVERY COSTS AND FOR UNLOADING THE LOCKERS AT THE SHIP TO ADDRESS.</p> |          |     |          |             |             |          |

RECEIVED

2010 JUN 24 A 9:56

PURCHASING DIVISION  
STATE OF WV

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE Alita J. Angel TELEPHONE 800 535 6617 DATE 6/23/2010

TITLE Sales Acct Rep FEIN 521673503 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. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at [www.state.wv.us/admin/purchase/vrc/hipaa.htm](http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) and is hereby made part of the agreement. Provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
14. **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. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **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, and the West Virginia Insurance Commission. 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.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will 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 the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

**INSTRUCTIONS TO BIDDERS**

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. 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: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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

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 BUYER 32  
 304-558-2544

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 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

ADJUTANT GENERAL'S DEPARTMENT  
 MOUNTAINEER CHALLENGE PROGRAM  
 CAMP DAWSON  
 240 ARMY ROAD  
 KINGWOOD, WV  
 26537 304-341-6406

| DATE PRINTED | TERMS OF SALE | SHIP VIA | FOB | FREIGHT TERMS |
|--------------|---------------|----------|-----|---------------|
| 06/10/2010   |               |          |     |               |

BID OPENING DATE: 06/24/2010 BID OPENING TIME 01:30PM

| LINE  | QUANTITY | UOP | CAT. NO. | ITEM NUMBER | UNIT PRICE | AMOUNT |
|---|----------|-----|----------|-------------|------------|--------|
| <p>PLEASE SEE THE ATTACHED MINIMUM REQUIRED SPECIFICATIONS FOR THE LOCKERS.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION<br/>           PURCHASING DIVISION<br/>           BUILDING 15<br/>           2019 WASHINGTON STREET, EAST<br/>           CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: 32</p> <p>RFQ. NO.: ADJ1014</p> <p>BID OPENING DATE: 06/24/2010</p> <p>BID OPENING TIME: 1:30 PM</p> |          |     |          |             |            |        |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Alfred J. Ornel* TELEPHONE: 300 535 6617 DATE: 6/23/2010

TITLE: Sales Acct Rep FEIN: 521673503 ADDRESS CHANGES TO BE NOTED ABOVE

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BID OPENING DATE: 06/24/2010 BID OPENING TIME 01:30PM

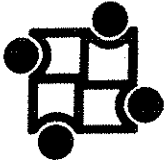
| LINE  | QUANTITY | UOP | CAT NO | ITEM NUMBER | UNIT PRICE | AMOUNT           |
|---|----------|-----|--------|-------------|------------|------------------|
| PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:<br>-----<br>800-932-6969<br>-----<br>CONTACT PERSON (PLEASE PRINT CLEARLY):<br>-----<br>Aleta Angel<br>----- |          |     |        |             |            |                  |
| ***** THIS IS THE END OF RFQ ADJ1014 ***** TOTAL:   |          |     |        |             |            | <u>86,716.57</u> |

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

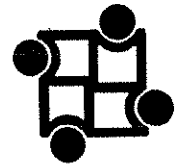
SIGNATURE *Aleta Angel* TELEPHONE 800 535 6617 DATE 6/23/2010

TITLE Sabes Acct Rep FEIN 52 1673503 ADDRESS CHANGES TO BE NOTED ABOVE

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



# HARDWARE DISCOUNTERS inc.



**"The Replacement Parts People"®**

June 23, 2010

QUOTE #: Q-HARDWAREDISCOUNTERS-062210-1

Aleta J. Angel  
HARDWARE DISCOUNTERS  
18057 W. OAK RIDGE DRIVE  
HAGERSTOWN MD 21740

Ph: 800-535-6617  
Fax: 800-932-6969

*We are pleased to submit the following quotation for your consideration:*

### PARENT METAL

Quantity 180

Parent Metal combination cabinet with the following specifications:

- 36"W X 24"D X 72"H/78"H O.A. (with caster tray)
- 272-C Modified Combination Cabinet w/ padlock hasps
- 31LF Lateral File
- CT-24 Caster Tray
- Cabinets are all 22 gauge construction. Lateral file is 20GA and 18GA, Caster Tray is 18GA.
- Standard colors: Light Gray, Champagne, Blue or Black
- Pricing quoted is based on the quantities stated above. Any deviation may result in different costs.
- \$ 401.14 each

Total Material Price \$ 81,591.87

Freight to Kingwood, WV 26537 \$ 5,124.70  
(Four Dedicated Trailers)

- *Custom cabinets are non-returnable and non-refundable.*
- *All prices are U.S. dollars.*
- *All stated terms are subject to credit review prior to ordering materials. Pricing and specifications apply to the addressee only. A purchase by a third party requires complete review of this proposal.*
- *On all freight shipments which ship directly from the manufacturer to the end user, consignee is responsible for noting freight damage and/or discrepancies in quantities on bill of lading prior to carrier departure.*
- *Any specifications, details, conditions perceived or implied that are not specifically detailed in this proposal and attachments are not part of this proposal.*

**ACCEPTED:**

**Add Sales Tax where applicable.**

\_\_\_\_\_  
Type or Print

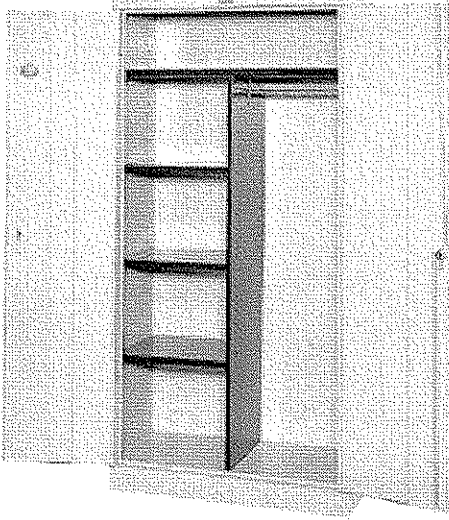
Terms: Deposit 25% required by MFR \$ 21679.142 with order  
Balance, net 30

Proposed Time to Ship: 6-7 Weeks

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

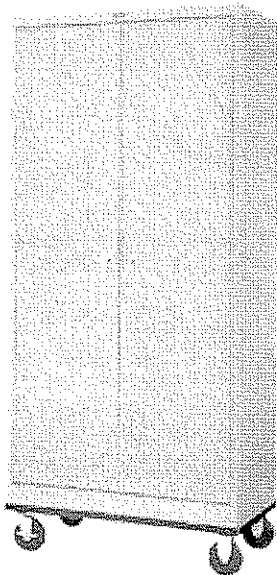
**QUOTE VALID UNTIL: July 21, 2010**



Parent Metal Products  
# 272-C Modified

#### Combination Cabinets

- All welded, set -up, ready to use.
- Full height piano hinges.
- With hat shelf, 3 adjustable shelves, dividing partition, coat rod, and 2 hooks
- Shelves adjustable on 2" centers.
- Full 1" thick pan reinforced doors.
- Ledge cornice top.
- Three point locking device, with plated locking bars.
- Two handles on double door cabinets (1 -fixed, 1-locking, 2 keys)



#### Mobile Cabinets

- Heavy Duty Caster Trays easily convert all of our 36" wide cabinets into mobile cabinets.
- Each tray includes 2 rigid and 2 swivel w/brake 5" solid rubber casters

RFQ# ADJ1014

Bid Opening Date: 06/24/2010  
Bid Opening Time: 1:30 pm

## Locker Specifications

### CONSTRUCTION FEATURES:

Physical Dimensions must be: 24"D x 36"W x 66"H (Slight variations in HT shall be permitted as long as total overall height does not exceed 79"H)

Unit must be moveable by attached casters. Casters shall be no larger than 5" and must not cause the locker to exceed the maximum 79"H noted above.

Unit must be constructed with all welded heavy duty steel that DOES NOT exceed 200 lbs empty.  
Unit must be delivered fully assembled.

Gage of steel used in construction MUST be identified here: 22 gage

### FUNCTIONAL FEATURES:

Unit must have double flush doors with padlock hasp on doors.

Unit interior must have a center divider.

Unit must have a bottom drawer at least 12" in height from the bottom of the locker.

Unit must have a top shelf at least 12" from the top of the locker.

Left side of unit interior must have a hanging bar installed at least 36" from the bottom drawer.

Right side of unit interior must have three (3) shelves equidistant from each other in the space between the top shelf and the bottom drawer.

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 Resident Vendor Preference, if applicable.

**1. Application is made for 2.5% resident 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% resident 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% resident 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% resident 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% resident 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% resident 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.

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: \_\_\_\_\_ Signed: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.