



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
DNR210242

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER 304-558-2316

VENDOR

*709043136 304-736-9241
 FABRIC TOWN
 5615 RT 60 E
 HUNTINGTON WV 25705

SHIP TO

DIVISION OF NATURAL RESOURCES
 TWIN FALLS RESORT
 ATTN: PARK SUPERINTENDENT
 RT. 97, PO BOX 667
 MULLENS, WV 25882 304-294-6000

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
07/20/2010				

BID OPENING DATE: 08/25/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		870-90		
<p>WINDOW BLINDS</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF NATURAL RESOURCES, IS SOLICITING BIDS FROM RESPONSIBLE VENDORS TO PROVIDE AND INSTALL WINDOW BLINDS A TWIN FALLS RESORT STATE PARK PER THE ATTACHED SPECIFICATIONS.</p> <p>ALL TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO FRANK WHITTAKER IN THE WV PURCHASING DIVISION VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV OR VIA FAX AT 304-558-4115. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 08/04/2010. ALL TECHNICAL QUESTIONS WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</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 style="text-align: center;">NOTICE</p> <p>A 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>						

RECEIVED
 2010 AUG 25 P 12: 26
 PURCHASING DIVISION
 STATE OF WV

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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



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THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:

SEALED BID

BUYER: **44**
 RFQ. NO.: **DNR210242**
 BID OPENING DATE: **08/25/2010**
 BID OPENING TIME: **1:30 PM**

PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:

 CONTACT PERSON (PLEASE PRINT CLEARLY):

***** THIS IS THE END OF RFQ DNR210242 ***** TOTAL: _____

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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Supply and Install Window Blinds at Twin Falls State Park**SPECIFICATIONS AND SCOPE OF WORK****Scope of Work:**

The West Virginia Division of Natural Resources; hereinafter Division is accepting Bids for the purchase and installation of window shades for its new twenty-seven guest room addition and the purchase and installation of window shades for the Azalea, Chinquapin, and Dogwood conference rooms as well as the lodge office and fitness center. All items are to be F.O.B. Destination. Freight or delivery charges must be included in the price of the line item cost. Vendor must provide all necessary labor, materials, supervision, tools, equipment and hardware to properly install the blinds as per the manufacturer's recommendations. Vendor must provide inventory recommendations for maintenance, cleaning and upkeep.

Pre-bid Meeting:

A pre-bid meeting is not necessary for this project; however, the Vendors should make arrangements with the Park Superintendent or Assistant Park Superintendent for a site visit to individually field measure each window and door to ensure proper fit and operation.

Basis of Award:

The Contract will be awarded to the lowest qualified Vendor submitting the lowest total Bid for all of the items on the Bid Schedule and in complete accordance with all specifications stipulated herein.

Coordination:

Vendor must coordinate timing of the installation with the Division's Authorized Representative per the contact information below to limit and minimize any inconveniences to lodge guests. All aspects of this contract must be coordinated with the Division's Authorized Representative(s). All work pursuant to this contract shall be completed within thirty days after coordination.

Division's Authorized Representative:

Scott Durham
Park Superintendent
Twin Falls State Park

Nathan Hanshaw
Assistant Park Superintendent
Twin Falls State Park

Supply and Install Window Blinds at Twin Falls State Park

Inspection:

All items must be inspected by the Division subsequent to delivery to ensure that each item is not damaged or defective. Damaged or defective items must be rejected, removed, and replaced at no additional expense to the Division. Vendor must be responsible for damages that occur during assembly and set-up.

Project Closeout:

Vendor must provide inventory recommendations for maintenance, cleaning and upkeep.

Safety:

Successful Vendor will be working in public areas where guests and employees will be present. The successful Vendor is therefore required to maintain a safe, clean, and orderly Work area at all times.

Warranty Period:

Vendor must warranty that the equipment contained in this Bid is intended and manufactured for commercial use and must be free of defects in materials and Workmanship for a period of one year after date of acceptance. Vendor must repair or replace, at its discretion, free of charge, any product that proves to be defective during the Warranty Period. However, if manufacturer warranty periods are longer than the required minimum listed above, then those warranties must prevail.

General Window Shade Specifications

1. Shades must be a cordless lift and lower system for all guest room windows and doors, offices, and hallways
2. Shades must be a continuous cord loop and clutch system for Chinquapin, Azalea, and Dogwood Conference Room, and must include side channels.
3. Minimum 3/8" / Maximum 3/4" single cell shades for windows
4. Maximum 3/8" shades for doors in order to clear door hardware
5. Shades must be room darkening blackout (opaque) for all guest rooms
6. Shades must be room darkening blackout (opaque) for conference rooms
7. Shades must be semi-opaque for offices, hallways, and fitness center

Supply and Install Window Blinds at Twin Falls State Park

- 8. Shades must be fade resistant
- 9. Shades must be certified flame resistant for commercial use – NFPA 701
- 10. Available color options should be included with Bid

Manufacturer Disclosure:

Vendor should provide the manufacturer name and model number of the product that is being Bid.

Manufacturer: Hunter Douglas

Model #: Doette Commercial - manufacture per spec

Supply and Install Window Blinds at Twin Falls State Park

Item No.	Quantity	Location	Unit	Total
1	1	Room 401- (window) 67 1/4" x 55 1/16" - opaque	\$	\$ 612 ⁰⁰
2	1	Room 402 - (window) 67 1/4" x 55 1/16" - opaque	\$	\$ 612 ⁰⁰
3	1	Room 403 - (window) 67 1/4" x 55 1/16" - opaque	\$	\$ 612 ⁰⁰
4	1	Room 404 - (window) 67 1/4" x 55 3/16" - opaque	\$	\$ 612 ⁰⁰
5	1	Room 405 - (window) 67 1/4" x 55 1/16" - opaque	\$	\$ 612 ⁰⁰
6	1	Room 501- (window) 38 1/2" x 81 1/2" - opaque	\$	\$ 500 ⁰⁰
7	1	Room 501- (window) 44 1/8" x 60 3/4" - opaque	\$	\$ 477 ⁰⁰
8	1	Room 502 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
9	1	Room 502 (window) 44 1/8" x 60 3/4" - opaque	\$	\$ 477 ⁰⁰
10	1	Room 503 - (window) 38 1/2" x 81 1/2" - opaque	\$	\$ 500 ⁰⁰
11	1	Room 503 - (window) 44 1/8" x 60 7/8" - opaque	\$	\$ 477 ⁰⁰
12	1	Room 504 - (door) 30 3/4" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
13	1	Room 504 - (window) 44 3/16" x 60 3/4" - opaque	\$	\$ 477 ⁰⁰
14	2	Room 505 - (window) 31 3/4" x 55 3/4" - opaque	\$ 362 ⁰⁰	\$ 724 ⁰⁰
15	2	Room 505 - (window) 31 3/4" x 22 15/16" - opaque	\$ 282 ⁰⁰	\$ 564 ⁰⁰
16	2	Room 506 - double doors -28 5/8" x 75 7/8" - opaque	\$ 372 ⁰⁰	\$ 744 ⁰⁰
17	1	Room 507 - (door) 30 3/4" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
18	1	Room 507 - (window) 44 1/8" x 61" - opaque	\$	\$ 477 ⁰⁰
19	1	Room 508 - (door) 30 3/4" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
20	1	Room 508 - (window) 34 1/8" x 60 7/8" - opaque	\$	\$ 383 ⁰⁰

Supply and Install Window Blinds at Twin Falls State Park

Item No.	Quantity	Location	Unit	Total
21	1	Room 509 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
22	1	Room 509 - (window) 44 1/8" x 60 3/4" - opaque	\$	\$ 477 ⁰⁰
23	1	Room 510 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
24	1	Room 510 - (window) 44 1/8" x 60 3/4" - opaque	\$	\$ 477 ⁰⁰
25	1	Room 511 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
26	1	Room 511 - (window) 44 1/8" x 60 3/4" - opaque	\$	\$ 477 ⁰⁰
27	1	Room 601 - (door) 30 7/8" x 75 3/4" - opaque	\$	\$ 425 ⁰⁰
28	1	Room 601 - (window) 44 1/8" x 60 7/8" - opaque	\$	\$ 477 ⁰⁰
29	1	Room 602 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
30	1	Room 602 - (window) 44 1/8" x 60 7/8" - opaque	\$	\$ 477 ⁰⁰
31	1	Room 603 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
32	1	Room 603 - (window) 44 1/8" x 60 7/8" - opaque	\$	\$ 477 ⁰⁰
33	1	Room 604 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
34	1	Room 604 - (window) 44 1/8" x 60 7/8" - opaque	\$	\$ 477 ⁰⁰
35	2	Room 605 - (double doors) 28 5/8" x 75 7/8" - opaque	\$ 372 ⁰⁰	\$ 744 ⁰⁰
36	2	Room 606 - (double doors) 28 5/8" x 75 7/8" - opaque	\$ 372 ⁰⁰	\$ 744 ⁰⁰
37	1	Room 607 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
38	1	Room 607 - (window) 44 1/8" x 60 7/8" - opaque	\$	\$ 477 ⁰⁰
39	1	Room 608 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
40	1	Room 608 - (window) 44 1/8" x 60 7/8" - opaque	\$	\$ 477 ⁰⁰

Supply and Install Window Blinds at Twin Falls State Park

Item No.	Quantity	Location	Unit	Total
41	1	Room 609 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
42	1	Room 609 - (window) 44 1/8" x 60 7/8" - opaque	\$	\$ 477 ⁰⁰
43	1	Room 610 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
44	1	Room 610 - (window) 44 1/8" x 60 7/8" - opaque	\$	\$ 477 ⁰⁰
45	1	Room 611 - (door) 30 7/8" x 75 7/8" - opaque	\$	\$ 425 ⁰⁰
46	1	Room 611 - (window) 44 1/8" x 60 7/8" opaque	\$	\$ 477 ⁰⁰
47	1	3rd Floor Hallway - (window) 43 1/2" x 43 1/8" - semi-opaque	\$	\$ 323 ⁰⁰
48	1	Front Desk Office - (window) 67 3/16" x 55 1/16" - semi-opaque	\$	\$ 463 ⁰⁰
49	1	Fitness Room - (window) 67 3/16" x 55 1/16" - semi-opaque	\$	\$ 463 ⁰⁰
50	2	Azalea Conference Room - (single large window) 53 3/4" x 72 1/2" - opaque	\$ 637.50	\$ 1275 ⁰⁰
51	2	Azalea Conference Room - (single large window) 53 3/4" x 37 3/4" - opaque	\$ 422.50	\$ 845 ⁰⁰
52	2	Dogwood Conference Room - (window) 67 1/4" x 55" - opaque	\$ 657.50	\$ 1315 ⁰⁰
53	1	Chinaquapin Conference Room - (window) 41 7/8" x 80 7/8" - opaque	\$	\$ 569 ⁰⁰
54	1	Chinaquapin Conference Room - (window) 52 3/16" x 82 1/8" - opaque	\$	\$ 675 ⁰⁰
55	1	Chinaquapin Conference Room - (window) 49 7/8" x 82 3/8" - opaque	\$	\$ 679 ⁰⁰
56	1	Chinaquapin Conference Room - (window) 50 3/16" x 82 3/8" - opaque	\$	\$ 679 ⁰⁰
57	1	Chinaquapin Conference Room - (window) 50 3/16" x 82" - opaque	\$	\$ 679 ⁰⁰
58	1	Chinaquapin Conference Room - (window) 49 7/8" x 82" - opaque	\$	\$ 679 ⁰⁰
59	1	Chinaquapin Conference Room - (window) 50 3/16" x 81 3/4" - opaque	\$	\$ 679 ⁰⁰
60	1	Chinaquapin Conference Room - (window) 50 1/8" x 81 1/8" - opaque	\$	\$ 679 ⁰⁰

Supply and Install Window Blinds at Twin Falls State Park

Item No.	Quantity	Location	Unit	Total
61	1	Chinaquapin Conference Room - (window) 49 7/8" x 81 1/8" - opaque	\$	\$ 679 ⁰⁰
62	1	Chinaquapin Conference Room - (window) 50 1/8" x 81 1/8" - opaque	\$	\$ 679 ⁰⁰
63	1	Chinaquapin Conference Room - (window) 71 5/16" x 81 1/8" - opaque	\$	\$ 689 ⁰⁰
64	1	Chinaquapin Conference Room - (window) 71 9/16" x 80 3/4" - opaque	\$	\$ 776 ⁰⁰
65	1	Chinaquapin Conference Room - (entry door) - opaque 32 3/8" x 79"	\$	\$ 514 ⁰⁰
GRAND TOTAL BID			\$	\$ 36,211 ⁰⁰

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: FRANK TOWN INC
Date: 8-24-10

Signed: [Signature]
Title: VP

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

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING 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 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 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.

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

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: Eq Bpic TOWN INC

Authorized Signature: [Signature] Date: 8-24-10

State of WV

County of cabell, to-wit:

Taken, subscribed, and sworn to before me this 24th day of August, 2010.

My Commission expires May 16, 2012.

AFFIX SEAL HERE

NOTARY PUBLIC Cheryl A McKay

