



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:
CLRM08

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
JO ANN ADKINS 304-558-8802

RFQ COPY
 TYPE NAME/ADDRESS HERE

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

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS		
01/08/2008						
BID OPENING DATE: 02/06/2008		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		420-84		
<p>CLASSROOM FURNITURE</p> <p>ALL QUOTED PRICES ARE TO BE FOB DESIGNATION WITH ALL SHIPPING CHARGES INCLUDED IN THE QUOTED PRICE.</p> <p>MINIMUM ORDER FOR FREE DELIVERY SHALL BE \$1,000.00. FOR ORDERS LESS THAN \$1,000.00, VENDOR MAY ADD THE ACTUAL SHIPPING COST TO THE INVOICE AS A SEPARATE LINE ITEM. NOTE: FREIGHT BILL MUST BE ATTACHED TO THE INVOICE.</p> <p>IF ORDERING LOCATION WISHES TO HAVE ITEMS PLACED IN THE BUILDING/ROOM, THERE WILL BE AN ADDITIONAL CHARGE OF 10% PER ORDER WHERE THIS SERVICE IS REQUESTED.</p> <p>THIS AWARD FOR CLASSROOM FURNITURE MAY BE SPLIT BY CATEGORY, OR IT MAY BE AWARDED TO ONE VENDOR, OR MULTIPLE VENDORS, AT THE DISCRETION OF THE PURCHASING DIVISION. SUCCESSFUL BIDDER MUST PROVIDE A SYNOPSIS OF ALL PURCHASES UNDER THIS CONTRACT ON A QUARTERLY BASIS; REPORT WILL SHOW QUARTERLY AND TOTAL PURCHASES.</p> <p>WRITTEN SPECIFICATIONS (SPECIFICATIONS / CLRM05, DATED JANUARY 13, 2005, FOUR (4) PAGES) ARE ATTACHED.</p> <p>PRICING INFORMATION MUST BE ENTERED ON THE ATTACHED "CLRM05 PRICING SHEET". THE QUANTITY LISTED IS SIMPLY AN ESTIMATE AND QUANTITIES MAY BE MORE OR LESS. A DISKETTE IS INCLUDED WITH THIS RFQ WITH THE PRICING PAGES. VENDORS ARE REQUESTED TO RETURN THIS COMPLETED DISK AND MUST RETURN A PRINTED COPY. THE PAPER COPY SHALL RULE IF THERE IS ANY DISCREPANCY BETWEEN THE</p>						

NO BID

ATD-AMERICAN CO.

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	135 Greenwood Avenue	TELEPHONE	DATE
TITLE	Wyncote, PA 19095	ADDRESS CHANGES TO BE NOTED ABOVE	

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