

VENDOR

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

Request for Quotation

8F0 NUMBER 5790004

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****ADDRESSICORRESPONDENCESTO ATTENTION(OF

MICHAEL AUSTIN

*709042611 304-342-0183 REMCO SALES & SERVICE INC PO BOX 2907

CHARLESTON WV 25330

DIVISION OF HIGHWAYS
OFFICE SERVICES DIVISION
BUILDING 5, ROOM A050
1900 KANAWHA BOULEVARD, EAST
CHARLESTON, WV
25305-0430 304-558-0408

DATE PRINTED TERMS OF SALE SHIP VIA FOB FREIGHTTERMS 08/14/2008 BID OPENING DATE: 08/27/2008 BID OPENING TIME 01:30PM LINE QUANTITY UOP UNIT PRICE ITEM NUMBER AMOUNT 0001 EΑ 700-71 73,128 HIGH CAPACITY CROSS CUT SHREDDER We are bidding the Destroyit 5009 as requested (See brochure) TO PROVIDE HIGH CAPACITY CROSS CUT SHREDDER MODEL 5009 OR EQUAL FOR THE WV DIVISION OF HIGHWAYS -OFFICE SERVICES. MANDATORY REQUIREMENTS: (Unit bid meets all mandatory requirements) EXTRA LARGE FEED TABLE WITH CONVEYOR BELT AND ELECTRONICALLY SECURED SAFETY GUARD. EASY TO USE CONTROL PANEL WITH PUSH BUTTONS FOR FORWARD, STOP AND REVERSE. SAFETY LOCK AND KEY, MAIN SWITCH AND EMERGENCY STOP BUTTON. AUTOMATIC REVERSE AND RE-FEED IN CASE OF PAPER JAM. OPTICAL INDICATORS SHOWING OPERATIONAL STATUS. TWO AUTOMATIC SPEED MODES, POWER FOR BULK FEEDING LARGE QUANTITIES OF PAPER AND SPEED FOR HIGH SPEED SHREDDING OF SMALL AMOUNTS. RECEIVED HIGH QUALITY HARDENED STEEL CUTTING SHAFT THAT ARE SOFT METAL RESISTANT AND CAN TAKE CD'S, VHS TAPES, 08 AUG 27 PM 1: 1 HARDBOUND DOCUMENTS AND 3-RING BINDERS. PURCHASING DIVISION LIFETIME WARRENTY ON CUTTING SHAFTS STATE OF WV SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE TELEPHONE 304-342-0183 8/26/08 Account Representative ADDRESS CHANGES TO BE NOTED ABOVE 55-052-3054

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 fee.
- **5.** 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.
- 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 may be deemed null and void, and 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 15. WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT: If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

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 case 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: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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

Request for

RFQ NUMBER 5790004

ADDRESS CORRESPONDENCE TO ATTENTION OF

MICHAEL AUSTIN 304-558-2402

DIVISION OF HIGHWAYS OFFICE SERVICES DIVISION BUILDING 5, ROOM A050 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305-0430 304-558-0408

***709042611** 304-342-0183 REMCO SALES & SERVICE INC PO BOX 2907

CHARLESTON WV 25330

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHTTERMS 08/14/2008 **BID OPENING DATE:** 08/27/2008 BID OPENING TIME 01:30PM CAT, LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT: CONVENIENT CENTRALIZED DILER FOR LUBRICATION OF THE CUTTING HEADS DUAL 3 PHRASE MOTORS (24 MAXIMUM HP) RATED FOR CONTINUOUS OPERATIONS. DUARABLE GEARS ENCLOSED IN DUST PROOF HOUSING AND LARGE SHRED CCOMPARTMENT WITH EASY - ACCESS DOOR LOCATED AT THE REAR OF MACHINE. MOBIL SHRED CART WITH BAG MOUNTING FRAME FOR EASY REPLACEMENT OF DISPOSABLE SHRED BAGS 79 GALLON BIN CAPACITY AUTOMATIC POWER CUT OFF WHEN SHRED BAG IS FULL OR WHEN CABINET DOOR IS OPENED. THERMAL SWITCH PREVENTS OVERHEATING MOUNTED ON HEAVY DUTY CASTERS. THE MODEL/BRAND/SPECIFICATIONS NAMED HEREIN ESTABLISH THE ACCEPTABLE LEVEL OF QUALITY ONLY AND ARE NOT INTENDED TO REFLECT A PREFERENCE OR FAVOR ANY PARTICULAR BRAND OR VENDOR. VENDORS WHO ARE BIDDING ALTERNATES SHOULD SO STATE AND INCLUDE PERTINENT LITERATURE AND SPECIFICATIONS. FAILURE TO PROVIDE INFORMATION FOR ANY ALITERNATES MAY BE GROUNDS FOR REJECTION OF THE BID. THE STATE RESERVES THE RIGHT TO WAIVE MINOR IRREGULARITIES IN BIDS OR SPECIFICATION IN ACCORDANCE WITH SECTION 148-1-4(F) OF THE WEST VIRGINIA LEGISLATIVE RULES AND REGULATIONS. EXHIBIT 10 SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE DATE 304-342-0183 8/26/08 Account Representative 55-052-3054 ADDRESS CHANGES TO BE NOTED ABOVE



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Account Representative

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ADDRESS CHANGES TO BE NOTED ABOVE

DATE PRINTED TERMS OF SALE SHIP VIA FREIGHT TERMS F.O.B 08/14/2008 BID OPENING DATE: 08/27/2008 BID OPENING TIME 01:30PM CAT. LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT DATE REV. 11/96 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). APPLICATION IS MADE FOR 2.5% 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 CORPORA-TION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS 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 CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE 304-342-0183 8/26/08



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***709042611**

PO BOX 2907

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Charleston, WV 25205 0460 Charleston, WV 25305-0130

25330

REMCO SALES & SERVICE INC

304-342-0183

RFQ NUMBER 5790004

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MICHAEL AUSTIN 304-558-2402

DIVISION OF HIGHWAYS OFFICE SERVICES DIVISION BUILDING 5, ROOM A050 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV

25305-0430

304-558-0408

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STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: 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.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

West Virginia Code §21-1D-5 provides that: Any solicitation for a public improvement construction contract shall require each vendor that submits a bid for the work to submit at the same time an affidavit that the vendor has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. A public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the West Virginia Code may take place before their work on the public improvement is begun.

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 materials, 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.

LICENSING:

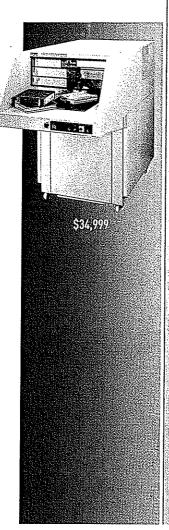
Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, 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 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 is in compliance with the requirements as stated.

Vendor's Name: Remco Sales & Service, Inc.		
Authorized Signature: Sha Glace	Date: 8/26/08	
Durate a in Affidavit (Pavined 07/04/09)		



→ DESTROYIT 5009 CROSS-CUT

- extra-large feed table with conveyor belt and electronically secured safety guard
- easy-to-use control panel with push buttons for forward, stop, and reverse
- safety lock and key, main switch, and emergency stop button
- automatic reverse and re-feed in case of paper jam
- · optical indicators show operational status
- two automatic speed modes: "Power" for bulk feeding large quantities of paper, and "Speed" for high speed shredding of smaller amounts
- high quality, hardened steel cutting shafts are soft metal resistant and can take CDs; VHS tapes, hardbound documents, and 3-ring binders
- · convenient, centralized oiler for lubrication of the cutting head
- dual motors rated for continuous operation
- large shred compartment with easy-access door located at rear of machine
- mobile shred cart with bag mounting frame for easy replacement of disposable shred bags
- automatic power cut-off when shred bag is full or cabinet door is opened
- thermal switch prevents overheating
- · mounted on heavy-duty casters
- 79 gallon bin capacity
- optional accessories: modular conveyor belt system and additional shred carts

	CROSS-CUT
Shred size	11/32" x 1 ½" – 3"
	(8 x 40 – 80 mm)
Sheet capacity	600+*
Shred speed	·24-46 ft./min. ¹
Feed opening	20"
Max. horsepower	24
Motor output	9 KW
Electrical requirements	220 V, 3 ph. ²
Dimensions (D x W x H)	85 ½" x 40 ½" x 67 ½" ³
Shipping wt.	3,080 lbs.

may vary due to variations in paper and power supply

¹two automatic speed modes

²50 amp. dedicated line required

depth with modular conveyor belt system is 121".

WWW.MBMCORP.COM

SHREDDER BAGS

SUPPLIES AND ACCESSORIES

ITEM	DESCRIPTION	PRICE
CED21/4	Shredder oil, 4 bottles (1 pint each)	49.00
CED21/8	Shredder oil, 8 bottles (1 pint each)	79.00
CED21/6	Shredder oil, 6 bottles (1 quart each)	99.00
CED21/G	Shredder oil, 4 bottles (1 gallon each)	169.00
0018	Automatic oiler (models 2602 thru 4004), installed	949.00
0332	Modular conveyor belt system for 5009	5,429.00
0399	Shred collection cart for 5009	1,539.00