



RESPONSE TO RFQ ISCK0073

For: Console Inserting System

MARCH 29, 2010

WORKFORCE WEST VIRGINIA

Submitted by:
BOB STERRETT

Account Executives

Pitney Bowes Document Messaging Technologies



March 29, 2010

Ms. Krista Ferrell
State of West Virginia, IS&C
1900 Kanawha Blvd.
Charleston, WV 25301

Dear Ms. Ferrell:

Pitney Bowes Inc. (Pitney Bowes) through its Document Messaging Technologies Division (DMT) is pleased to receive and respond to your Request for Quote (RFQ # ISCK0073). We value our business partnership with the great State of West Virginia and welcome the opportunity to expand our service offerings and business relationship.

Pitney Bowes has a clear understanding of the fundamental objectives and goals the Office of Technology is looking to achieve. We believe our response provides a combination of proven technologies and continuous improvement services that will enable you to increase accuracy and integrity, while also enhancing operational efficiencies and productivity.

Specifically, we have tailored a response that meets or exceeds your RFQ guidelines. We feel we have provided a solid understanding of how we will operate to ensure our relationship will result in mutual success.

It is important to acknowledge that State of West Virginia and in particular, IS&C and Workforce WV have had Pitney Bowes Mail Inserting Systems installed for many years. Through the years, Pitney Bowes has introduced a steady stream of new system improvements and enhancements and we believe you will be extremely satisfied with this new system.

Once again, thank you for allowing Pitney Bowes this opportunity to share our knowledge, technology and vision. We have also included information in support of your request. Please do not hesitate to call with any questions as you are working through your review process. I can be reached at 317.514.5135 or by email at Robert.sterrett@pb.com

Sincerely,

Bob Sterrett
Account Executive
Pitney Bowes Document Messaging Technologies

NOTICE OF CONFIDENTIALITY

Copyright © 2010, Pitney Bowes Inc. All rights reserved.

THE RESPONSES PROVIDED IN THIS RESPONSE BECOME A FINAL AGREEMENT WHEN THE PARTIES REACH A MUTUALLY ACCEPTABLE DEFINITIVE AGREEMENT; THE PRICING CONTAINED HEREIN IS BINDING ON PITNEY BOWES INC. FOR 60 DAYS FROM THE SUBMISSION HEREOF. THE INFORMATION CONTAINED IN THIS DOCUMENT AND THE SOLUTION PROPOSED BY PITNEY BOWES INC., THROUGH ITS DOCUMENT MESSAGING TECHNOLOGIES DIVISION ("DMT") IS PROPRIETARY AND CONFIDENTIAL TO DMT. THESE MATERIALS CAN BE USED SOLELY FOR THE PURPOSE OF EVALUATING A POSSIBLE TRANSACTION BETWEEN DMT AND ITS PROSPECTIVE CUSTOMER. NO RECIPIENT OF THESE MATERIALS MAY USE THEM FOR ITS OWN COMMERCIAL ADVANTAGE. THE RECIPIENT OF THESE MATERIALS MUST HOLD THEM IN CONFIDENCE AND SHALL NOT DISTRIBUTE THEM, IN WHOLE OR IN PART, TO ANY OTHER INDIVIDUAL OR ENTITY IN ANY FORM WITHOUT THE PRIOR WRITTEN CONSENT OF DMT MANAGEMENT.



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
ISCK0073

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
**KRISTA FERRELL
 304-558-2596**

RFQ COPY
 TYPE NAME/ADDRESS HERE
**Pitney Bowes Inc.
 37 Executive Drive
 Danbury, CT 06810**

DEPARTMENT OF ADMINISTRATION
 JOBSITE
 SEE SPECIFICATIONS

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
03/04/2010				

BID OPENING DATE: **03/30/2010** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		600-71	\$623,854.62	\$623,854.62
<p>CONSOLE INSERTING SYSTEM</p> <p>REQUEST FOR QUOTATION (RFQ)</p> <p>THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA OFFICE OF TECHNOLOGY, IS SOLICITING BIDS TO PROVIDE A MAIL INSERTER SYSTEM FOR WORKFORCE WEST VIRGINIA LOCATED IN BUILDING 4 (112 CALIFORNIA AVENUE) ON THE WEST VIRGINIA CAPITOL COMPLEX IN CHARLESTON, WEST VIRGINIA PER THE ATTACHED SPECIFICATIONS.</p> <p>TECHNICAL QUESTION CONCERNING THIS SOLICITATION MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST VIRGINIA STATE PURCHASING DIVISION VIA MAIL AT THE ADDRESS SHOWN IN THE BODY OF THIS RFQ, VIA FAX AT 304-558-4115, OR VIA EMAIL AT KRISTA.S.FERRELL@WV.GOV. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 03/18/2010 AT THE CLOSE OF BUSINESS. ALL TECHNICAL QUESTIONS RECEIVED WILL BE ANSWERED BY ADDENDUM AFTER THE DEADLINE HAS LAPSED.</p> <p>QUESTIONS CONCERNING THE ACTUAL PROCESS BY WHICH A VENDOR MAY SUBMIT A BID TO THE STATE OF WV ARE NOT CONSIDERED TO BE TECHNICAL QUESTIONS AND MAY BE SUBMITTED AT ANY TIME PRIOR TO THE BID OPENING AND IN ANY FORMAT.</p> <p>EXHIBIT 10</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE 317-514-5135	DATE March 29, 2010
TITLE Director	FERN 06-0495050	ADDRESS CHANGES TO BE NOTED ABOVE

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



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03/04/2010				

BID OPENING DATE: 03/30/2010 BID OPENING TIME 01:30PM

LINE	QUANTITY	UCP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
REQUISITION NO.: ISCK0073						
ADDENDUM ACKNOWLEDGEMENT						
I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.						
ADDENDUM NO.'S:						
NO. 1 <input checked="" type="checkbox"/>						
NO. 2						
NO. 3						
NO. 4						
NO. 5						
I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS.						
VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.						
				 SIGNATURE Pitney Bowes Inc.		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE				TELEPHONE 317-514-5135	DATE March 29, 2010	
TITLE Director		FEIN 06-0495050		ADDRESS CHANGES TO BE NOTED ABOVE		

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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 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).



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VENDOR

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 37 Executive Drive
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<p>COMPANY</p> <p>..... March 29, 2010</p> <p>DATE</p>						
<p>NOTE: THIS ADDENDUM ACKNOWLEDGEMENT SHOULD BE SUBMITTED WITH THE BID.</p> <p>REV. 09/21/2009</p> <p>MAINTENANCE: THE FIRST YEAR'S MAINTENANCE SHALL BE ADDED TO TO THE CONTRACT BY CHANGE ORDER UPON THE SUCCESSFUL INSTALLATION, IMPLEMENTATION, AND ACCEPTANCE OF THE SYSTEM BY THE AGENCY.</p> <p>ANNUAL MAINTENANCE MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND THE VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2), ONE (1) YEAR RENEWALS.</p> <p>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 ALTERNATES MAY BE GROUNDS FOR REJECTION OF THE BID. THE STATE RESERVES THE RIGHT TO WAIVE MINOR IRREGULARITIES IN BIDS OR SPECIFICATIONS IN ACCORDANCE WITH SECTION 148-1-4(F) OF THE WEST VIRGINIA LEGISLATIVE RULES AND REGULATIONS.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE 	TELEPHONE 317-514-5135	DATE March 29, 2010
TITLE Director	FEIN 06-0495050	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST 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: KRISTA FERRELL-FILE 21</p> <p>RFQ. NO.: ISCK0073</p> <p>BID OPENING DATE: 03/30/2010</p> <p>BID OPENING TIME: 1:30 PM</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: ----- 203-749-7761 -----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY): Bob Sterrett</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE <i>[Signature]</i>	TELEPHONE 317-514-5135	DATE March 29, 2010	
TITLE Director	FEIN 06-0495050	ADDRESS CHANGES TO BE NOTED ABOVE	

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Scope for ISCK0073

West Virginia Office of Technology is requesting bids for a high-integrity high speed console inserting system to connect to the existing file base infrastructure. The console inserting system *must* be configured as follows: one high capacity 36K cut sheet feeder, barcode scanning, dual accumulator, divert before fold station, six roller folder, transport module, three modular and removable friction insert feeders, one envelope feeder, one sealing system, three divert stackers, in-line mail run data file driven intelligent ink jet addressing, one metering base with resettable postage meter, on edge output envelope stacker. All components of the machine *must* operate as a fully integrated computer controlled system.

Requirements

1. The new inserting system *must* have the capability to process the mail jobs that are processed today as is.
2. The new inserting system *must* be able to allow file base jobs to be split between the existing file base inserter and the new inserter with full real-time piece level accountability and integrity. If a mail piece is processed on inserter #1, and a duplicate is processed on inserter #2, the duplicate piece *must* be diverted prior to fold, and the information *must* be written to file.
3. The system *shall* be able to cycle at a minimum speed of 12,000 pieces per hour.
4. The system *must* be upgradeable to cycle at 14,000 mail pieces per hour.
5. The new system *must* be compatible with the existing Pitney Bowes File Base network and File Base inserter that is currently installed at Work Force West Virginia.
6. The new system *must* collect and transfer critical information to the existing file base server.
7. The new system *must* update the mail run data file in real time and not in a batch mode.
8. The new system *must* accept information from the file base server, including job, page and document set information in real time.
9. The new system *must* have the ability to divert before fold the entire set if a double is declared on the piece scanned.
10. The new system *must* have the ability to divert before fold the entire set if a barcode is bad or a miss scan occurs.
11. The system *must* transfer to the file server, critical information, in real time, about every mail piece (e.g., status, disposition, reason) so it can be written to the job mail run data file.
12. The system *must* produce an output file for regeneration of unprocessed documents.
13. The system, in the file base mode, *must* have the ability to receive a "last minute" electronic divert file via workstation.
14. Based on information in the barcode of the document the inserter *must* be able to divert mail pieces, either prior to fold or after insertion into the mailing envelope. In addition, if the

divert takes place after insertion into the mailing envelope, the inserter *must* be able to divert either before or after postage is applied.

15. The system *must* verify that all the pages of the set were scanned in the correct order. If a set is missing a page or the pages are out of sequence the system *must* divert the set before it is folded.
16. The new system *must* have a remote control to start and stop the system like the current system.
17. The system *must* be field upgradeable to process flat mail (9"x12" and 10"x13").
18. The proposed inserter *must* have 3 modular friction feeders.
19. The proposed system *must* have the ability to interchange rotary drum type feeders in place of the friction feeders.
20. The proposed system *must* have the ability to add additional insert stations if required.
21. The proposed system *must* utilize servo driven insert feeders.
22. The input sheet feeder device *must* have the ability to feed and accumulate cut sheet documents at a minimum cycle speed of 36,000 sheets per hour.
23. The input device *must* have an accumulator area for two sets of collated documents.
24. The sheet feeder *must* be servo controlled for efficient paper handling.
25. The folder *must* fold 1 to 7 pages in a standard tri-fold and 1 to 10 pages in a half-fold of 20 lb (75gsm) paper, without operator adjustment.
26. The system *must* have software that allows the inserter to achieve maximum productivity by automatically adjusting optimal inserter speed for each specific and unique application or job.
27. The inserter *must* have software that enables the system to temporarily self-optimize its inserting speed for thick collations.
28. The inserter *must* have software that reduces jams via a soft insertion at start up. After the soft start, the system needs to automatically accelerate to normal processing speed.
29. The system *must* have software that allows the operator to enter the type of media and collation size at the control system. The inserter then *must* be able to automatically select the best speed to achieve maximum throughput.
30. The system *must* utilize servo motor technology. This provides substantially reduced stoppages and quicker error recovery. As a result, servo power reduces jams and therefore reduces the number of reprints and thus the expense associated with reprinting damages mail pieces.
31. The system *must* have an intuitive control system that allows the operators to easily store and quickly recall common application setups.
32. The system *must* have a Graphical User Interface (GUI) that provides on screen help and troubleshooting guide.
33. The system *must* utilize photocells/sensors throughout the chassis to ensure accurate envelope inserting.
34. The system *must* provide total accuracy with real time piece level tracking on the chassis.
35. The envelope feeder *must* have a capacity to hold at minimum 3,000 letter sized envelopes.

36. The system *must* be capable to process executive envelopes, diagonal cut envelopes and side seam envelopes.
37. The system *must* have variable speed, an automatic stop/delay for jams, mis-feeds or empty insert stations with visible indicator.
38. Each enclosure/insert station *must* be provided with a missed and double form detector.
39. All enclosure/insert stations *must* be able to be continuously loaded without stopping the system.
40. Each enclosure/insert station *must* be able to be set independently and speed *shall* be set independently.
41. The system *must* have the ability to detect and divert faulty envelopes and re-feed until a quality envelope is available for insertion without operator intervention.
42. The system *must* be able to read/recognize "Optical Mark Recognition (OMR)" marks and 2 of 5 and 3 of 9 barcodes.
43. The system *must* be upgradeable to read 2D barcodes.
44. The system *must* have three (3) drop style diverter capable of diverting sealed and unsealed envelopes per existing criteria.
45. The new system *must* include a mail run data file driven in-line MCS intelligent ink jet addressing. The information to print *must* be received from the same mail run data file that drives the inserter. For reasons of economy and efficiency, the ink jet system *must* be 100% compatible with current MCS ink jet technology for hardware, accessories and supplies.
46. The system *must* have on-edge envelope stacking device.
47. The inserter *must* have a mailing machine that is 100% compatible with a Pitney Bowes Resettable Infinity Meter.
48. The system *must* be "UL" and O.S.H.A approved.
49. The system *must* have safety covers and emergency stops for operator safety.
50. In the event of a cover or stop being opened during a file base run, that information *must* be written to the file.
51. The system *must* have a full production reports capability and they are including but not limited to:

Production Graph

Throughput Graph

Production Detail Report

Operator Summary Report

Job Summary Report

Inserter Summary Report

Shift Summary Report

Feeder Count Report

Outsort Count Report

52. All software *shall* be provided by supplier and *shall* be fully supported.
53. The proposed system *must* be supported with flexible on site and/or on call service plans.
54. Vendor *must* provide two (2) hour response time for emergency repair during the hours of 8 a.m. and 5 p.m. Monday thru Friday.
55. Comprehensive equipment maintenance program on new system *must* also cover the existing system.
56. The proposed system *must* have the ability to be supported by a remote diagnostic service access analysis.
57. The proposed system *must* be covered by a written money back satisfaction guarantee.
58. The proposed system *must* include postage accounting and funds management. The postage accounting package *must* be able to communicate with the existing metering device as well as the new metering device on the new inserter.
59. The postage accounting system *must* provide browser- based presentation.
60. The postage accounting system *must* provide real-time mail piece status during production.
61. The postage accounting system *must* be web-enabled.
62. The postage accounting system *must* be able to replenish postage automatically without following production.
63. The postage accounting system *must* be able to transfer meter funds "just in time" to optimize cash flow.
64. The postage accounting system *must* communicate with every meter at the site.

Location of current equipment – Work Force West Virginia

112 California Avenue, Room 618

Charleston, WV 25305-0112

ISCK0073 – Cost Sheet

The proposed vendor should bid both the total purchase price and the total lease/purchase price including maintenance. Bidders are not required to bid on all options. The successful vendor shall be based upon lowest price (including maintenance) meeting the specifications for the State's chosen option. For example, if bidding the purchase option we would expect the upfront purchase price to be in year one with maintenance over the remaining years. The State will only consider a 3-year term on the financing option and would expect to finance the maintenance costs over the 3 year term.

Type of Inserter System	Purchase Option	Maintenance Cost	Total Purchase Price
Year 1	\$623,854.62	\$175,567.00*	\$799,421.62
Year 2		\$182,590.00*	\$182,590.00*
Year 3		\$189,893.00*	\$189,893.00*
Total	\$623,854.62	\$548,050.00*	\$1,172,004.62

Type of Inserter System	Total Lease/Finance Option	Maintenance Cost	Total Price to Lease/Finance
Year 1	\$214,069.19	\$197,832.00*	\$411,901.19
Year 2	\$214,069.19	\$197,832.00*	\$411,901.19
Year 3	\$214,069.19	\$197,832.00*	\$411,901.19
Total	\$642,207.57	\$593,496.00*	\$1,235,703.57

*Maintenance cost includes, as stated in Requirement #55, "Comprehensive equipment maintenance program on new system must also cover the existing system", maintenance on existing file-based 8 Series Inserting System as well as the new Inserting System.

Options:

2010 DC Verify Foundation Server

\$48,967.00

Refreshes existing older server with new 2010 state of the art server which includes 2010 level of software with additional features and options.

State of West Virginia VENDOR PREFERENCE CERTIFICATE

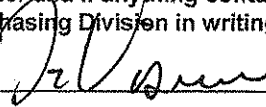
Certification and application* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. 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: Pitney Bowes Inc. Signed: 
Date: March 29, 2010 Title: Director

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

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 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)

RFQ: ISCK0073
Addendum No. 1
Technical Questions and Answers

Q1. Requirement #1 states "The new inserting system must have the capability to process the mail jobs that are processed today as is." Currently you are processing multiple page documents into #10 envelopes and multiple page documents into flat size envelopes (9"x12").

Requirement #17 states that "The system must be field upgradable to process flat mail (9"x12" and 10"x13")".

Since flats are a requirement per Specification #1, should Requirement #17 ("The system must be field upgradable to process flat mail (9"x12" and 10"x13") be eliminated?

1A. YES.

2Q. Requirement #48 states that "The system must be "UL" and O.S.H.A. approved." O.S.H.A. deals with occupational standards for workplace safety and health. They do not certify hardware.

Can we eliminate the O.S.H.A. portion of this requirement?

2A. YES.

Driving Greater Value

FPS™ Split Drive Inserting System



FPS Split Drive Technology Yields Superior Productivity and Throughput

The name says it all—FPS Split Drive system allows the inserter to separate document collation-assembly and the envelope insertion function processes. Each operates independently to dramatically reduce system downtime.

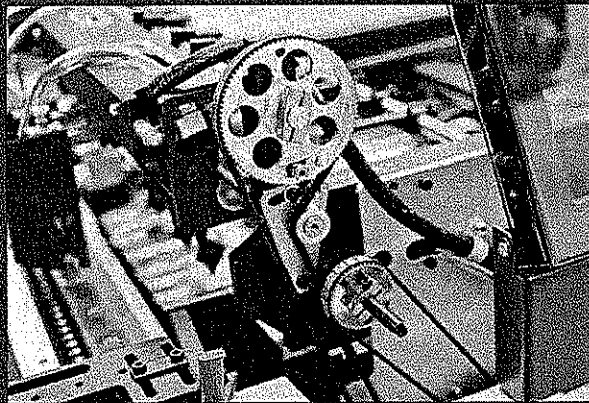
Benefit from reducing manual intervention

Clearing a single stoppage can be a quick effort in a perfect world. But if the operator is occupied, seconds turn to minutes and it adds up fast.

No stopping—Even with less than perfect material

Without operator intervention, the system detects and diverts faulty envelopes and re-feeds until a quality envelope is available for insertion.

The inserter quickly redirects unflapped or faulty envelopes into divert bins while continuing to run.



Expanded Flexibility for Capital Longevity

See how business smarts meets simplicity—The FPS™ Split Drive system is built on a single platform to meet your current and future needs. The base system runs 6x9 letters and can be enabled to run flat mail with an onsite software upgrade. This flexibility allows you to plan for future expansion knowing your capital investment can convert to run letter and flats mail when you need it.

Now you can really process your mail on one system: run #10 letters up to 14,000 mail pieces per hour, 6x9 letters up to 12,000 mail pieces per hour and flats mail up to 9,000 mail pieces per hour.

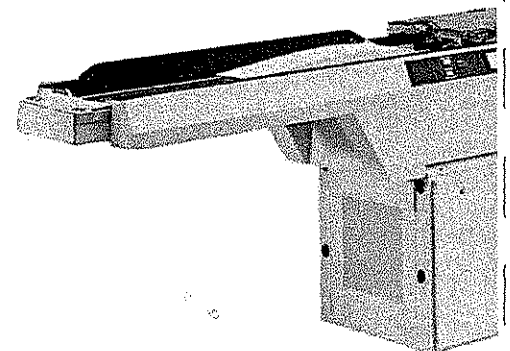
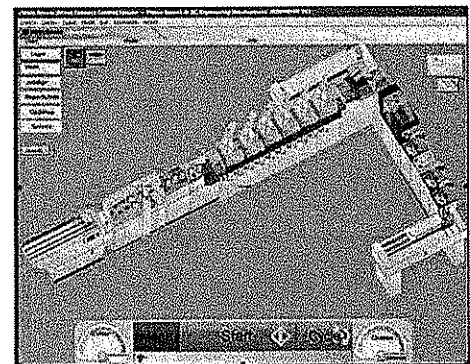
Increased Productivity Powers Maximum Output

Servo motor technology powers consistent performance to achieve new levels of system and operator productivity. The durability of this technology helps reduce unscheduled downtime and substantially extends the intervals between regularly scheduled preventative maintenance.

Servo technology offers an "instant on" eliminating the unproductive ramp-up time associated with mechanical systems. Additionally, servo powers fast application adjustments, allowing you to run multiple job types on one system with rapid changeover. The system can store and instantly recall each application's guidelines for a true load and go performance.

New View of Enhanced Performance

System monitoring is made easy with the introduction of a new top-down view at the control system. The Direct Connect Graphical User Interface (GUI) is easy to read and comes with an on-screen help and trouble shooting guide. Operators can quickly identify and remedy stoppages, reducing the need for excessive training.



A New Level of Production Intelligence— System Self-Optimizes to Individual Applications

Self adjusts with a soft start up

- 'Soft' insertion cycle at start up reduces jams
- Automatic acceleration to normal processing speeds

Self protects with slower insertion

- System self-optimizes inserting speed for thick collations

Self controls dynamic chassis speed

- Achieve maximum productivity as inserter automatically adjusts its optimal insertion speed for each specific application

Self selects speed with the throughput calculator

- Enter media and collation sizes at the control system
- Inserter automatically selects the best speed to achieve maximum throughput

ADF Integration Platform Can:

- Increase operational efficiencies and productivity with DFWorks® ADF Solutions
- Print and read Intelligent Mail® Barcode solutions for end-to-end piece level tracking from print to finishing to sorting
- Boost operational performance by improving quality and workflow
- Reduce operating costs using Productivity Reports to pinpoint and remedy production challenges
- Optimize postage management with automated, enterprise-wide data collection with Postage Accounting and Funds Management
- Manage reporting and analysis of system, operator and job level data both locally and remotely

Input Solutions Designed for Maximum Performance

Pitney Bowes offers two input solutions to meet your specific business needs. The Advanced Productivity Input (API) solution is designed for flexibility in processing lower page count applications. The High Productivity Input (HPI) is a servo-powered solution to process high page count applications at unprecedented speeds.

Both the API and HPI inputs offer:

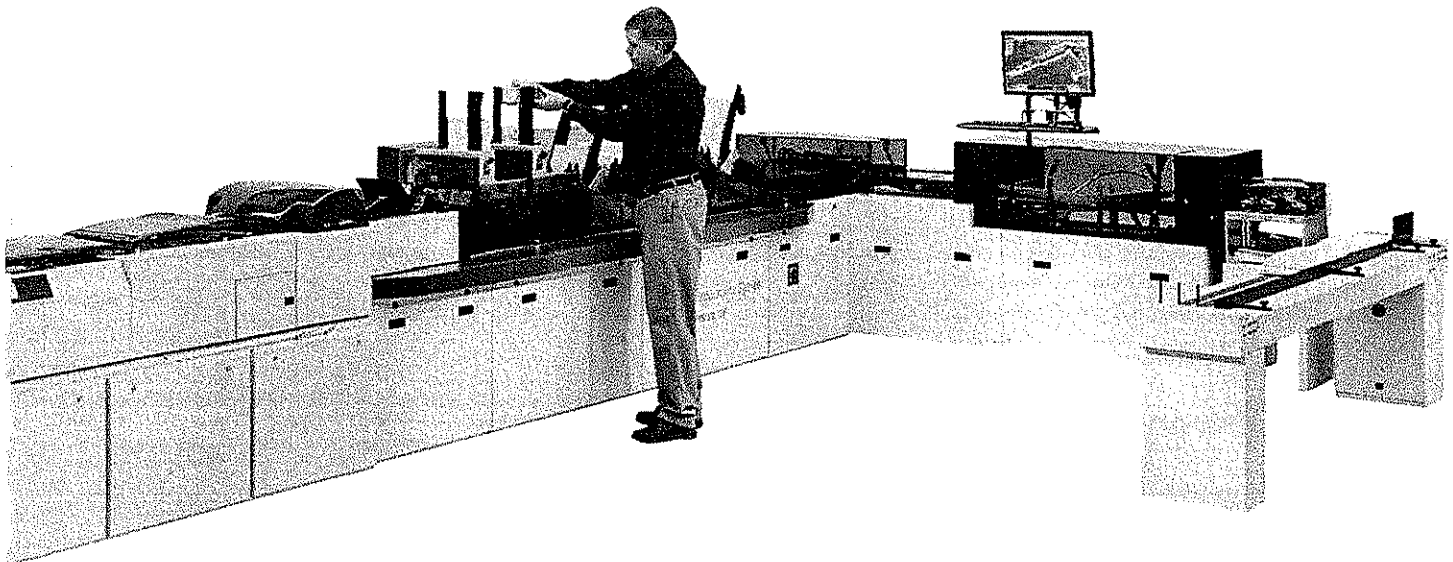
- Flexibility to process roll, fan-fold and cut sheet applications
- Capability to merge multiple print streams for maximum productivity and the ability to perform householding of customer communications

High Productivity with True Double Cut Technology: HPI-72C Pinless and Pinfed Cutter

The servo-powered HPI-72C can cut up to 72,000 sheets per hour, eliminating the speed degradation associated with high page count applications. This input can process even and odd cuts at the same speed, and can scan virtually any code, anywhere on a page. The HPI-72C pinless option saves paper costs up to 10% and reduces waste by eliminating side trim on roll fed or fan-fold paper.

The Industry's Most Reliable Sheet Feeder: HPI-50S

The HPI-50S can feed up to 50,000 sheets per hour. It can increase operator productivity with a high capacity hopper, which requires less frequent loading. Built-in vacuum-fed technology enables smudge-free color document processing.



Input Options

- **No Changeover module:** Enjoy higher uptime and boost productivity when changing over between flat and folded mail with this module that rotates documents from portrait-to-landscape orientation
- **Scanning Symbology:** HPI and API inputs support all symbologies including OMR, BCR, 2D, OCR and Intelligent Mail® barcode
- **iSite™ Vision Solutions, Input Scanning:** Gain application flexibility and increase productivity with one-time set up to scan multiple areas of interest on one or more inputs to improve overall operational efficiency
- **Twist-no-Twist module:** Greater application flexibility and elimination of dedicated systems, processing both face-up or facedown applications by flipping the collation prior to entering the chassis
- **Heavy Duty Folder:** Can achieve greater postal savings by folding up to 16 pages at a time without subsetting and 100+ in subset mode, enabling you to fold-the-flats and increase mailpiece integrity
- **Inline Feeder Folder:** Greater flexibility with two-in-one feeder that can process one-off lower volume sheet fed applications or add black-and-white, spot or full-color inserts

Output Options

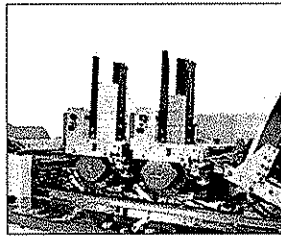
- **PITNEY BOWES EXCLUSIVE-Privacy Guard™ module:** You can protect communication integrity with precise measurement of each finished mailpiece to reveal missing or extra pages inside
- **DM Infinity™ Series Digital Mailing System:** Flexibility to support meter indicia, permits, graphic options and custom logos
- **Envelope Finishing System (EFS™):** Enable 1-to-1 variable messaging and graphics with inline printing in addition to integrity validation of finished mailpieces
- **iSite™ Vision Solutions, Output Scanning:** Can provide proof of mailing through image capture of external envelope content
- **High speed stitcher:** Streamline work by combining policy assembly and folded work on one system, processing 10-100 sheet collations that are then stitched or stapled prior to inserting
- **Envelope divert module:** Increase mailpiece integrity by diverting suspect pieces out of the mailstream
- **Edge marking:** Drive productivity by using visual marks to identify zip code breaks
- **On-edge stacker:** Increase productivity and operator efficiency with up-right mail stacking

Flexible Feeding

Pitney Bowes allows you to process the widest range of inserts by integrating modular, servo-powered rotary and friction feeders in an interchangeable design. And we take it one step further with the ability to add additional feeders in sections of three—all on-site.

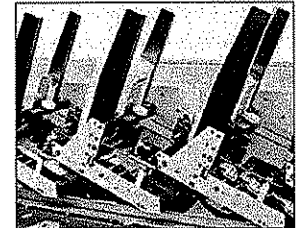
Rotary Feeder

- Process a wider range of direct mail and transaction mail applications
- Increase material flexibility—single panel glossy, stitched or glued booklets, multiple coupons, chromate sheet, onion skin paper and more
- Reduce loading frequency with large stack height
- Enhance operator efficiency with automated setup and simplified adjustments
- Automated double detect



Friction Feeder

- Minimize jams and stoppages—optimizes material separation and synchronized placement of each enclosure
- Wider material flexibility—CD, Z folded, business cards, stiff booklets, open ended leading inserts, credit cards and more
- Maximized performance of individual feeders—individual settings for each feeder
- Ease of job setup—increases operator efficiency
- Superior feeding of carrier affixed materials



Why FPS is ecowise™

The FPS is RoHS compliant. It is free of hazardous heavy metals such as cadmium, lead and mercury and is equipped for recycling without a negative impact on the environment. It also allows mailers to cut energy consumption and carbon emissions by replacing multiple legacy inserters with a single high speed system that processes more type of applications, faster.

Service saves time and money

As technology moves forward, jobs become more complex and customer SLAs become more demanding. So, having the right expertise can make a big difference. For all your service needs Pitney Bowes Customer Service and Technical Support has certified professionals with knowledge of industry-leading practices and the advanced technology you need for maximum performance and profitability.



Pitney Bowes, the Corporate design, DFWorks, FPS, EFS, iSite and Privacy Guard are trademarks of Pitney Bowes Inc. Intelligent Mail is a registered trademark of the United States Postal Service. All other products, names and trademarks are the property of the respective owners.

For more information call
877-536-2736
or visit us online: www.pb.com

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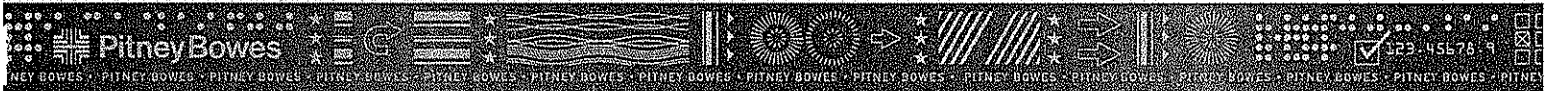
Document Messaging Technologies
37 Executive Drive
Danbury, CT 06810





DFWorks® Postage Accounting and Funds Management Module

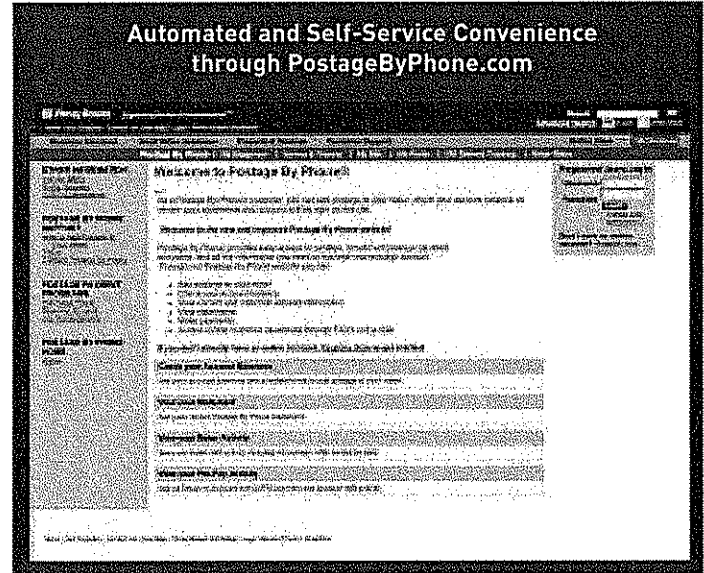
Precise Tracking and Control of High-Volume Mailing Expenditures



Track information from your meters across your enterprise.

In today's business climate, companies need to tighten financial controls and ensure accurate reporting across the enterprise – including mailing operations.

Unfortunately, for high-volume mailers, collecting accurate information on postage usage for multiple time periods, jobs, machines, meters and production sites can take significant time and drain resources. That's because consolidating, balancing and reporting on such expenditures typically involves manual processes. With the "front-end" accounting tasks comes an additional "back-end" challenge to production: managing meter refills without job delays.



The DFWorks® Postage Accounting and Funds Management Module can revolutionize the way you manage postage expenditures. It provides a set of online views and management tools to simplify and optimize postage-related management tasks – without costly production delays.

The system openly receives postage status messages in real time, while consolidating and storing it in a robust, scalable database for future reference. This system can help you:

- Simplify postage costing, account management and chargebacks over time, sites and jobs
- Replenish postage automatically without slowing production
- Transfer meter funds "just in time" for optimum cash flow
- Generate reports consistently with maximum accuracy

Simplify reconciliation with piece-level data

Like many postage information management systems, this system can capture and report on batch or transaction data. But what if you need information on specific mail pieces?

With our latest interface advances, Postage Accounting and Funds Management can take mailing jobs to the next level – piece-level, that is. That's good news for mail production facilities that run 24/7. The system consolidates postage data for defined units of time, while recognizing and resolving discrepancies automatically. This makes postage reconciliation fast and easy.

You can also extract fees, create surcharges and calculate chargebacks for accounts and mail run classes per mail piece and postage run.

Minimize costly downtime with automated meter refills

Imagine having just enough funds in your meters, all the time, to keep production running smoothly. You'd have fewer production delays and cash flow would be optimized. Now imagine having the time-saving ability to reset multiple meters with a single transaction.

This module makes it possible with these built-in features:

- **Automatic reset option** – Set up thresholds so meters get automatically replenished as needed
- **Low postage alerts** – Configure the system to issue "low postage" alert messages when meter balances go below your preset limits
- **Multiple meter resets option** – Reset one or multiple meters with the click of a button

Simplify cost analysis with Web-enabled reporting

Online reports over multiple units of time can be generated instantly (by minute, hour, daily, weekly, monthly or annually). They're available online for 24/7 viewing:

- Generate standard pre-defined reports
- Create custom user-defined reports with an optional data export tool that automatically exports selected fields
- Set up automatic recurring reports
- Save files as CSV, PDF, RTF or MHT compatible with most spreadsheet or database applications

The best part of all? You don't have to shut down data stations for information to be downloaded to the main server. So you don't have to stop production while you generate reports.

Fits in and grows with your enterprise

In the real world, document production sites are rarely alike and their output volumes may not stay constant. But Postage Accounting and Funds Management is the right fit for most. That's because it can be easily adapted to different configurations and equipment. You can even consolidate postage data from multiple production sites.

The system works smoothly in most environments, collecting and consolidating data from virtually any inserting system with a Pitney Bowes 6500 (R150) meter. It's compatible with DM500™, DM1000™, the new DM Infinity™ Series and Paragon® mailing machines. It also integrates with a number of non-Pitney Bowes meters.

Just show us your existing production environment, along with your future needs. We'll show you how the system can pull your postage data together and help you manage associated expenditures for virtually unlimited jobs, accounts, customers and cost centers.

A robust platform with built-in support

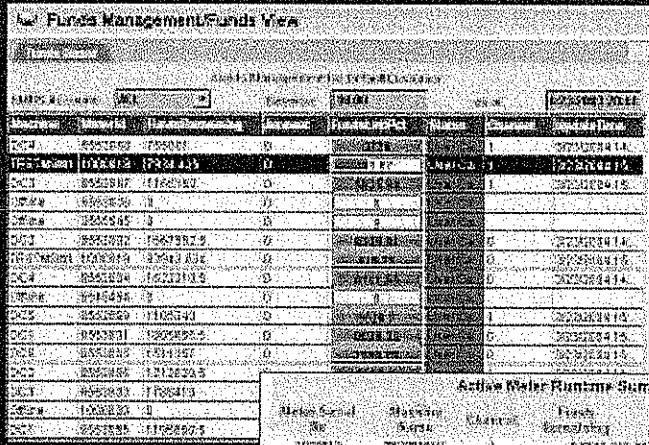
A Microsoft® Windows 2000 operating system and companion Microsoft® Windows server, along with an Oracle® database, keep Postage Accounting and Funds Management running with high efficiency. Additional features boost system reliability and repeatability to support high-volume production mail environments:

- Built-in fault tolerance software
- Automatic back-up feature
- Data redundancy and hardware failover

A DFWorks® Solution

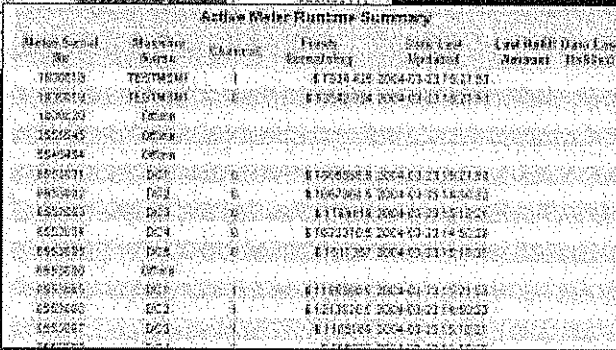
Postage Accounting and Funds Management can run independently or be combined with additional modules offered in the DFWorks® suite of intelligent document factory solutions. These DFWorks® modules help businesses:


- Provide visibility to mail pieces, including contents, to clients and line-of-business stakeholders
- Track jobs and workflow to achieve key deliverables, including service-level agreements
- Measure and manage productivity and quality to Six Sigma® practices
- View real-time mail piece status during production, compare historical information and generate reports
- Create reports and graphs on mail finishing equipment and labor
- Manage postage accounting, funds used in metering, and postal documentation associated with mailings

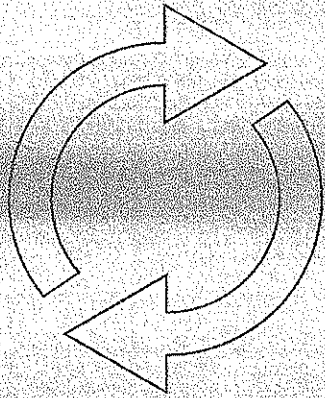


View real-time meter status, including funds remaining in meter status screen

Sort postage data by time period, site, job, transaction, machine or operator – in summary or detail format – to generate the reports you need







A diverse portfolio of information management solutions from Pitney Bowes.

Pitney Bowes offers a number of mail accounting solutions to meet your specific needs and budget:

- **Budget Manager Information Management System for the DM Series™ Mailing Systems**
- **Ascent™ Multi Carrier Shipment Management Software**
- **Business Manager Enterprise-Wide Information Management Solution**



Engineering the flow of communication™

Pitney Bowes Inc.

37 Executive Drive
Danbury, CT 06810-4148
Tel: 877-536-2736
203-792-1600
Web: www.pbdmt.com

*Simplify postage costing and account management,
while running at a high level of efficiency and accuracy.*

*For more information, call us today at 877.536.2736 or
visit us on the Web at www.pbdmt.com.*

Pitney Bowes is an expert in **Engineering the Flow of Communication™** with end-to-end integrated mail solutions. Our leading-edge hardware, software and services can help you grow revenue, cut costs and strengthen customer loyalty, to drive your long-term profitability.

Pitney Bowes, the Pitney Bowes design logo, DFWorks and Paragon are registered trademarks and DM500, DM1000, DM Series, DM Infinity, Ascent, and Engineering the flow of communication are trademarks of Pitney Bowes Inc. Windows is a registered trademark of Microsoft Corporation. Oracle is a registered trademark of Oracle Corporation. Six Sigma is a registered trademark of Motorola, Inc.

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State of West Virginia



Certificate

*I, Natalie E. Tennant, Secretary of State of the
State of West Virginia, hereby certify that*

PITNEY BOWES INC.

a corporation formed under the laws of Delaware filed an application to be registered as a foreign corporation authorizing it to transact business in West Virginia. The application was found to conform to law and a "Certificate of Authority" was issued by the West Virginia Secretary of State on January 2, 1957.

I further certify that the corporation has not been revoked by the State of West Virginia nor has a Certificate of Withdrawal been issued to the corporation by the West Virginia Secretary of State.

Accordingly, I hereby issue this

CERTIFICATE OF AUTHORIZATION



*Given under my hand and the
Great Seal of the State of
West Virginia on this day of
December 30, 2009*

Natalie E. Tennant

Secretary of State

SATISFACTION GUARANTEE

Please note regarding Requirement #57, "The proposed system must be covered by a written money back satisfaction guarantee." Here is our guarantee:

Unless mutually agreed otherwise, if the equipment purchased from Pitney Bowes ("Equipment") does not perform in accordance with the mutually agreed upon specifications thirty (30) days from the date of installation, Pitney Bowes will fully refund any amounts paid by State of West Virginia to Pitney Bowes for the Equipment.

RFQ No. ISCK0073

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: Pitney Bowes Inc.

Authorized Signature: [Signature] Date: March 29, 2010

State of Connecticut

County of Fairfield, to-wit:

Taken, subscribed, and sworn to before me this 29th day of March, 2010.

My Commission expires Aug. 31, 2011.

AFFIX SEAL HERE

**LINDA SHREVE
NOTARY PUBLIC
MY COMMISSION EXPIRES AND NOTARY PUBLIC**

[Signature]
LINDA SHREVE



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
ISCK0073

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
**KRISTA FERRELL
 304-558-2596**

VENDOR
 RFQ COPY
 TYPE NAME/ADDRESS HERE
 Pitney Bowes Inc.
 37 Executive Drive
 Danbury, CT 06810

SHIP TO
 DEPARTMENT OF ADMINISTRATION
 JOBSITE
 SEE SPECIFICATIONS

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/25/2010				

BID OPENING DATE: **03/30/2010** BID OPENING TIME: **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO ANSWER ALL TECHNICAL QUESTIONS SUBMITTED AND ACCEPTED IN ACCORDANCE WITH THE PROVISIONS OF THE ORIGINAL REQUEST FOR QUOTATION.						
BID OPENING DATE REMAINS: 03/30/2010						
BID OPENING TIME REMAINS: 1:30 PM						
***** END ADDENDUM NO. 1 *****						
0001	1	EA		600-71	\$623,854.62	\$623,854.62
CONSOLE INSERTING SYSTEM						
***** THIS IS THE END OF RFQ ISCK0073 ***** TOTAL:						\$623,854.62*
*TOTAL for Console Inserter only.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>John Doe</i>	TELEPHONE 317-514-5135	DATE March 29, 2010
TITLE Director	FEIN 06-0495050	ADDRESS CHANGES TO BE NOTED ABOVE

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