



West Virginia Purchasing Division

2019 Washington Street, East
Charleston, WV 25305
Telephone: 304-558-2306
General Fax: 304-558-6026
Bid Fax: 304-558-3970

The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.



Header

List View

General Information

Contact

Default Values

Discount

Document Information

Procurement Folder: 79638

Procurement Type: Central Purchase Order

Vendor ID: 000000119903

Legal Name: RICOH USA INC

Alias/DBA:

Total Bid: \$76,845.55

Response Date: 04/16/2015

Response Time: 11:19

SO Doc Code: CRFQ

SO Dept: 0932

SO Doc ID: DRS1500000006

Published Date: 4/1/15

Close Date: 4/16/15

Close Time: 13:30

Status: Closed

Solicitation Description: REQUEST FOR QUOTE TO PROVIDE 415 ALL IN ONE PRINTERS

Total of Header Attachments: 0

Total of All Attachments: 0



Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

**State Of West Virginia
 Solicitation Response**

Proc Folder : 79638

Solicitation Description : REQUEST FOR QUOTE TO PROVIDE 415 ALL IN ONE PRINTERS

Proc Type : Central Purchase Order

Date issued	Solicitation Closes	Solicitation No	Version
	2015-04-16 13:30:00	SR 0932 ESR04161500000003309	1

VENDOR
000000119903 RICOH USA INC

FOR INFORMATION CONTACT THE BUYER
 Evelyn Melton
 (304) 558-7023
 evelyn.p.melton@wv.gov

Signature X **FEIN #** **DATE**

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	PRINTERS, HP OFFICE JET PRO 8610, OR EQUAL	415.00000	EA	\$185.17	

Comm Code	Manufacturer	Specification	Model #
43212100			

Extended Description :	PRINTERS - HP OFFICE JET PRO 8610 OR EQUAL ADDENDUM NO. 2 IS ISSUED:
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RFQ No. DRS1500000006

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

MANDATE: Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

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.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"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.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: Ricoh Usa, Inc

Authorized Signature: Judith Mar Date: 4/15/15

State of WV

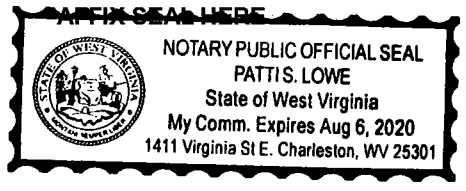
County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 15 day of April, 2015.

My Commission expires August 6, 2020

NOTARY PUBLIC Patti Lowe

Purchasing Affidavit (Revised 07/01/2012)



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 Vendor Preference, if applicable.

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

7. Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with West Virginia Code §5A-3-59 and West Virginia Code of State Rules.

- Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

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: Ricoh USA Inc.

Signed: [Signature]

Date: 4/15/15

Title: MAEII

SOLICITATION NUMBER: CRFQ_DRS1500000006
Addendum Number: 2

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- | Modify bid opening date and time
- | Modify specifications of product or service being sought
- | Attachment of vendor questions and responses
- | Attachment of pre-bid sign-in sheet
- | Correction of error
- | Other

Description of Modification to Solicitation:

1. TO ADD THE SHIPPING LOCATIONS INDICATED IN SECTION 3.1.1.10 THAT WAS INADVERTENTLY OMITTED IN THE ORIGINAL SOLICITATION. SEE ATTACHED FOR SHIPPING LOCATIONS.
2. TO DELETE THE ATTACHMENT OF ADDENDUM NO. 1 AND ATTACH THE ABOVE DOCUMENT IN LIEU OF THE DOCUMENT ERRONEOUSLY ATTACHED WITH ADDENDUM NO. 1
3. TO PROVIDE ADDENDUM ACKNOWLEDGEMENT.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

53	DRS Administrative Headquarters	Janice Morgan	107 Capitol Street	Lower Level	Charleston	WV	25301
46	DRS Programs Unit	David Lyle	#10 McJunkin Road		Nitro	WV	25143
5	DRS Assistive Tech Unit	Janine Gano	5000 Greenbag Rd	Suite F14-F15	Morgantown	WV	26501
31	DRS Charleston Branch	John Lutes	4701 MacCorkle Ave SE		Charleston	WV	25304
3	DRS Point Pleasant Branch	Sheri Stone	209 5th Street		Point Pleasant	WV	25550
6	DRS Spencer Branch	Kristy Toney	321 Market Street		Spencer	WV	25276
13	DRS Teays Valley Branch	Jennifer Gillenwater	115 Liberty Square		Hurricane	WV	25526
16	DRS Clarksburg Branch	Tina Yankosky	107 Cambridge Place		Bridgeport	WV	26330
7	DRS Elkins Branch	Vickie Burge	1025 North Randolph Ave		Elkins	WV	26241
7	DRS Fairmont Branch	Carol Board	320 Adams St	Suite 106	Fairmont	WV	26554
12	DRS Morgantown Branch	Kelly Johnson	1415 Earl Core Rd		Morgantown	WV	26505
7	DRS Weston Branch	Marilyn Hawkins	306 MarketPlace Mall		Weston	WV	26452
16	DRS Parkersburg Branch	Angela Reed	400 5th St	Suite 102	Parkersburg	WV	26003
4	DRS Sistersville Branch	Jennifer Surface	714 Wells Street		Sistersville	WV	26175
11	DRS Weirton Branch	Kim Mitchell	100 Municipal Plaza	Suite 200	Weirton	WV	26062
18	DRS Wheeling Branch	Marlene Evans	40 14th Street	Suite 102	Wheeling	WV	26003
17	DRS Beckley Branch	Nancy Simmons	800 New River Town Ctr		Beckley	WV	25801
13	DRS Lewisburg Branch	Brenda Beard	777 North Jefferson St	Suite 105	Lewisburg	WV	24901
11	DRS Oak Hill Branch	Terressa Wood	549 Mall Road		Oak Hill	WV	25901
15	DRS Princeton Branch	Judy Hess	195 Davis St		Princeton	WV	24739
9	DRS Summersville Branch	Rebecca Payne	830 Northside Dr	Suite 113	Summersville	WV	26651
24	DRS Huntington Branch	Tammy Cremeans	2699 Park Avenue	Suite 200	Huntington	WV	25704
13	DRS Logan Branch	Carla White	230 Stratton St	Suite 231	Logan	WV	25601
6	DRS Mullens Branch	Barbara Cook	316 Howard Ave		Mullens	WV	25882
6	DRS Welch Branch	Jennifer Adkins	110 Park Avenue	Suite 200	Welch	WV	24801
2	DRS Marshall University Branch	Randy Bridgette	One John Marshall Dr	113 Prichard Hall	Huntington	WV	25755
1	DRS Huntington High Branch	Kimberly Garrett	Highlander Way		Huntington	WV	25701
5	DRS Keyser Branch	Nicole Piriano	67 North Tornado Way		Keyser	WV	26726
21	DRS Martinsburg Branch	Susan Landis	489 Mid-Atlantic Pkwy	Suite 2	Martinsburg	WV	25404
9	DRS Moorefield Branch	Billie Jo High	151 Robert C. Byrd Industrial Park Road	Suite 3	Moorefield	WV	26836
8	DRS Romney Branch	Sherry Faulk	24939 Northwestern Pike		Romney	WV	26757

415

DRS OF WEST VIRGINIA
FISCAL SERVICES

JAN 18 2015

RECEIVED

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DRS150000006

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further 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.

RICOH USA INC
Company
Judon Mosr
Authorized Signature
4/16/15
Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.
Revised 6/8/2012