



# West Virginia Purchasing Division

2019 Washington Street, East  
Charleston, WV 25305  
Telephone: 304-558-2306  
General Fax: 304-558-6026  
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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: 20119

SO Doc Code: CRFQ

Procurement Type: Central Purchase Order

SO Dept: 0511

Vendor ID:  

SO Doc ID: BCF1500000001

Legal Name: POMEROY IT SOLUTIONS SALES CO

Published Date: 10/21/14

Alias/DBA:

Close Date: 10/29/14

Total Bid: \$59,832.00

Close Time: 13:30

Response Date:  

Status: Closed

Response Time: Solicitation Description: 

Total of Header Attachments: 0

Total of All Attachments: 0



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

**State Of West Virginia  
 Solicitation Response**

**Proc Folder :** 20119

**Solicitation Description :** Fujitsu document scanners, or equal, for BCF - Addendum #2

**Proc Type :** Central Purchase Order

Date issued	Solicitation Closes	Solicitation No	Version
	2014-10-29 13:30:00	SR 0511 ESR10291400000000786	1

**VENDOR**

000000219123  
 POMEROY IT SOLUTIONS SALES CO

**FOR INFORMATION CONTACT THE BUYER**

Robert Kilpatrick  
 (304) 558-0067  
 robert.p.kilpatrick@wv.gov

Signature X	FEIN #	DATE
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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	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Scanners	6.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Scanners	5.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Scanners	4.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Scanners	5.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Scanners	4.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Scanners	10.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Scanners	2.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Scanners	7.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Scanners	6.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Scanners	12.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
13	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
14	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
15	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
16	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
17	Scanners	10.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
18	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
19	Scanners	6.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
20	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal



Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
21	Scanners	2.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
22	Scanners	2.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
23	Scanners	2.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
24	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
25	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
26	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
27	Scanners	5.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
28	Scanners	6.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
29	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
30	Scanners	3.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
31	Scanners	5.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
32	Scanners	6.00000	EA	\$415.50	

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description : Item # (3.1.1) Fujitsu Scansnap document scanners, or equal



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

State of West Virginia  
 Request for Quotation  
 21 – Info Technology

Proc Folder: 20119

Doc Description: Fujitsu document scanners, or equal, for BCF - Addendum #2

Proc Type: Central Purchase Order

Date Issued	Solicitation Closes	Solicitation No	Version
2014-10-21	2014-10-29 13:30:00	CRFQ 0511 BCF150000001	4

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number: Pomeroy IT Solutions  
 500 Westmoreland Office Park  
 Dunbar, WV 25064  
 Phone: (304) 746-4434  
 Fax: 1(866) 307-5674

**FOR INFORMATION CONTACT THE BUYER**

Robert Kilpatrick  
 (304) 558-0067  
 robert.p.kilpatrick@wv.gov

Signature X

FEIN # 61-1352158

DATE 10/29/2014

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

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-354-6118 HEALTH AND HUMAN RESOURCES BCF - CALHOUN COUNTY OFFICE 85 INDUSTRIAL PARK DR GRANTSVILLE WV 26147 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description :

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-368-4420 HEALTH AND HUMAN RESOURCES BCF - MARION COUNTY OFFICE 9083 MIDDLETOWN MALL WHITE HALL WV 26554 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Scanners	6.00000	EA	\$415.50	\$2493.00

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description :

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-627-2295 HEALTH AND HUMAN RESOURCES BCF - HARRISON COUNTY OFFICE 633 WEST PIKE ST CLARKSBURG WV 26301 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Scanners	5.00000	EA	\$415.50	\$2077.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-455-0920 HEALTH AND HUMAN RESOURCES BCF - WETZEL COUNTY OFFICE 1236 NORTH STATE RT 2 NEW MARTINSVILLE WV 26155 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Scanners	4.00000	EA	\$415.50	\$1662.00

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-232-4411 HEALTH AND HUMAN RESOURCES BCF - OHIO COUNTY OFFICE 69 16TH ST WHEELING WV 26003 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Scanners	5.00000	EA	\$415.50	\$2077.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-643-2934 HEALTH AND HUMAN RESOURCES BCF - RITCHIE COUNTY OFFICE 220 WEST MAIN ST HARRISVILLE WV 26362 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Scanners	4.00000	EA	\$415.50	\$1662.00

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-420-2560 HEALTH AND HUMAN RESOURCES BCF - WOOD COUNTY OFFICE 400 FIFTH ST PARKERSBURG WV 26102 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Scanners	10.00000	EA	\$415.50	\$4155.00

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-369-7802 HEALTH AND HUMAN RESOURCES BCF - BOONE COUNTY OFFICE 156 RESOURCE LN FOSTER WV 25081 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Scanners	2.00000	EA	\$415.50	\$831.00

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-528-5800 HEALTH AND HUMAN RESOURCES BCF - CABELL COUNTY OFFICE 2699 PARK AVE, STE 100 HUNTINGTON WV 27504 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Scanners	7.00000	EA	\$415.50	\$2908.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-372-7885 HEALTH AND HUMAN RESOURCES BCF - JACKSON COUNTY OFFICE 4285 CEDAR LAKES DR RIPLEY WV 25271-6571 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Scanners	6.00000	EA	\$415.50	\$2493.00

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal



INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-746-2360 HEALTH AND HUMAN RESOURCES BCF - KANAWHA COUNTY OFFICE 4190 WASHINGTON ST WEST CHARLESTON WV 25313 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Scanners	12.00000	EA	\$415.50	\$4986.00

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-824-5811 HEALTH AND HUMAN RESOURCES BCF - LINCOLN COUNTY OFFICE 8209 COURT AVE HAMLIN WV 25523 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-792-7095 HEALTH AND HUMAN RESOURCES BCF - LOGAN COUNTY OFFICE 130 STRATTON ST LOGAN WV 25601 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
13	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-235-4680 HEALTH AND HUMAN RESOURCES BCF - MINGO COUNTY OFFICE 203 EAST THIRD AVE WILLIAMSON WV 25661 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
14	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-586-1520 HEALTH AND HUMAN RESOURCES BCF - PUTNAM COUNTY OFFICE 3405 WINFIELD RD WINFIELD WV 25213 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
15	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-272-6311 HEALTH AND HUMAN RESOURCES BCF - WAYNE COUNTY OFFICE 26452 EAST LYNN RD WAYNE WV 25570 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
16	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - OFFICE OF CLIENT SERVICES 350 CAPITOL ST, RM 514 CHARLESTON WV 25301-3711 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
17	Scanners	10.00000	EA	\$415.50	\$4155.00

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-257-4211 HEALTH AND HUMAN RESOURCES BCF - BARBOUR COUNTY OFFICE 49 MATTALIANO DR PHILIPPI WV 26416 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
18	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528		FINANCIAL CLERK - 304-267-0100	
HEALTH AND HUMAN RESOURCES		HEALTH AND HUMAN RESOURCES	
BCF - COMMISSIONER'S OFFICE		BCF - BERKELEY COUNTY OFFICE	
350 CAPITOL ST, RM 730		433 MID-ATLANTIC CENTER	
CHARLESTON	WV25301-3711	MARTINSBURG	WV 25402
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
19	Scanners	6.00000	EA	\$415.50	\$2493.00

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528		FINANCIAL CLERK - 304-257-4211	
HEALTH AND HUMAN RESOURCES		HEALTH AND HUMAN RESOURCES	
BCF - COMMISSIONER'S OFFICE		BCF - GRANT COUNTY OFFICE	
350 CAPITOL ST, RM 730		53 KIESS DR	
CHARLESTON	WV25301-3711	PETERSBURG	WV 26847
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
20	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-822-6900 HEALTH AND HUMAN RESOURCES BCF - HAMPSHIRE COUNTY OFFICE 24954 NORTHWESTERN PIKE, PO BOX 1736 ROMNEY WV 26757 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
21	Scanners	2.00000	EA	\$415.50	\$831.00

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description :  
Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-269-6820 HEALTH AND HUMAN RESOURCES BCF - LEWIS COUNTY OFFICE 91 ARNOLD AVE WESTON WV 26452 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
22	Scanners	2.00000	EA	\$415.50	\$831.00

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description :  
Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-637-5560 HEALTH AND HUMAN RESOURCES BCF - RANDOLPH COUNTY OFFICE 1027 NORTH RANDOLPH AVE ELKINS WV 26241 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
23	Scanners	2.00000	EA	\$415.50	\$831.00

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528		REGIONAL COMPTROLLER - 304-425-8738	
HEALTH AND HUMAN RESOURCES		HEALTH AND HUMAN RESOURCES	
BCF - COMMISSIONER'S OFFICE		BCF - CLAY COUNTY OFFICE	
350 CAPITOL ST, RM 730		94 MAIN ST	
CHARLESTON	WV25301-3711	CLAY	WV 25043
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
24	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528		FINANCIAL CLERK - 304-872-0803	
HEALTH AND HUMAN RESOURCES		HEALTH AND HUMAN RESOURCES	
BCF - COMMISSIONER'S OFFICE		BCF - NICHOLAS COUNTY OFFICE	
350 CAPITOL ST, RM 730		707 PROFESSIONAL PARK DR	
CHARLESTON	WV25301-3711	SUMMERSVILLE	WV 26651
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
25	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-465-9613 HEALTH AND HUMAN RESOURCES BCF - FAYETTE COUNTY OFFICE 1400 VIRGINIA ST OAK HILL WV 25901 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
26	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-647-7476 HEALTH AND HUMAN RESOURCES BCF - GREENBRIER COUNTY OFFICE 150 MAPLEWOOD AVE LEWISBURG WV 24901 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
27	Scanners	5.00000	EA	\$415.50	\$2077.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-256-6930 HEALTH AND HUMAN RESOURCES BCF - RALEIGH COUNTY OFFICE 407 NEVILLE ST BECKLEY WV 25801 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
28	Scanners	6.00000	EA	\$415.50	\$2493.00



Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-732-6900 HEALTH AND HUMAN RESOURCES BCF - WYOMING COUNTY OFFICE RT 97 HCR 72, BOX 300 PINEVILLE WV 24874 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
29	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-436-8302 HEALTH AND HUMAN RESOURCES BCF - MCDOWELL COUNTY OFFICE 840 VIRGINIA AVE WELCH WV 24801 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
30	Scanners	3.00000	EA	\$415.50	\$1246.50

Comm Code	Manufacturer	Specification	Model #
43211711			

**Extended Description :**

Item # (3.1.1) Fujitsu Scansnap document scanners, or equal



INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		FINANCIAL CLERK - 304-425-8738 HEALTH AND HUMAN RESOURCES BCF - MERCER COUNTY OFFICE 200 DAVIS ST PRINCETON WV 24740 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
31	Scanners	5.00000	EA	\$415.50	\$2077.50

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description :  
Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

INVOICE TO		SHIP TO	
ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - COMMISSIONER'S OFFICE 350 CAPITOL ST, RM 730 CHARLESTON WV25301-3711 US		ADMINISTRATIVE SERVICES ASSISTANT - 304-356-4528 HEALTH AND HUMAN RESOURCES BCF - OFFICE OF CLIENT SERVICES 350 CAPITOL ST, RM 514 CHARLESTON WV 25301-3711 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
32	Scanners	6.00000	EA	\$415.50	\$2493.00

Comm Code	Manufacturer	Specification	Model #
43211711			

Extended Description :  
Item # (3.1.1) Fujitsu Scansnap document scanners, or equal

	<b>Document Phase</b>	<b>Document Description</b>	<b>Page</b>
<b>BCF1500000001</b>	<b>Final</b>	Fujitsu document scanners, or equal, for BCF - Addendum #2	<b>15 of 15</b>

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

REQUEST FOR QUOTATION  
CRFQ 0511 BCF150000001 Fujitsu ScanSnap ix500 Document Scanner, or equal.

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**SPECIFICATIONS**

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Department of Health and Human Resources, Bureau for Children and Families to establish a contract for the one time purchase of 144 Fujitsu ScanSnap ix500 document scanners, or equal. The Bureau for Children and Families staff will use the scanners in the Document Imaging Project.

**THIS PROCUREMENT IS TO BE MADE FROM FUNDS WHICH REQUIRE DELIVERY, ACCEPTANCE AND PAYMENT BY DECEMBER 31, 2014. ANY FAILURE ON THE PART OF THE SUCCESSFUL VENDOR TO MEET ANY DELIVERY OR INVOICING SPECIFICATION HEREIN MAY RESULT IN CANCELLATION OF THE CONTRACT. ANY BID WHICH CONTAINS DELIVERY TERMS WHICH CANNOT MEET THE DELIVERY REQUIREMENTS HEREIN MAY BE DISQUALIFIED.**

2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.

2.1 **“Contract Item”** means Fujitsu ScanSnap ix500 document scanner, or equal.

2.2 **“CRFQ”** or **“RFQ”** means the official Request for Quotation published by the Purchasing Division and identified as CRFQ 0511 BCF150000001.

3. **GENERAL REQUIREMENTS:**

3.1 **Mandatory Contract Item Requirements:** Contract Item must meet or exceed the mandatory requirements listed below.

3.1.1 ScanSnap Document Scanners, or equal.

3.1.1.1 Document scanner must be sheet fed.

3.1.1.2 Document scanner must be USB compatible.

3.1.1.3 Document scanner must be a desktop model.

REQUEST FOR QUOTATION  
CRFQ 0511 BCF150000001 Fujitsu ScanSnap ix500 Document Scanner, or equal.

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**4. CONTRACT AWARD:**

**4.1 Contract Award:** The Contract is intended to provide Agencies with a purchase price for the Contract Items. The Contract shall be awarded to the Vendor that provides the Contract Items meeting the required specifications for the lowest overall total cost.

**4.2 Pricing Page:** Vendor should complete their bid by providing a Unit Price for Commodity Lines on the Request for Quotation. If responding to the Request for Quotation on paper, vendors should also provide a Total Price for each Commodity line by multiplying their bid Unit Price by the listed Quantity for each line. Vendor should provide bids for all commodity lines, as failure to do so may result in Vendor's bid being disqualified.

Vendor should electronically enter the information into the Pricing Pages through wvOASIS, if available, or as an electronic document. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: [Robert.p.kilpatrick@wv.gov](mailto:Robert.p.kilpatrick@wv.gov)

(Note: there is no separate, electronic Pricing Pages for this solicitation. Vendors responding on paper should use the printed Request for Quotation document.)

**5. PAYMENT:**

**5.1 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.

**5.2 Invoicing:** **VENDOR MUST INVOICE AGENCY IMMEDIATELY UPON DELIVERY OR CONFIRMATION OF RECEIPT OF DELIVERY, SO THAT AGENCY CAN MAKE PAYMENT BEFORE DECEMBER 31, 2014.**

REQUEST FOR QUOTATION  
CRFQ 0511 BCF150000001 Fujitsu ScanSnap ix500 Document Scanner, or equal.

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**6. DELIVERY AND RETURN:**

**6.1 Shipment and Delivery:** Vendor shall ship the Contract Items immediately after being awarded this Contract and receiving a purchase order or notice to proceed. Vendor shall deliver the Contract Items within 30 working days after receiving a purchase order or notice to proceed. Contract Items must be delivered to the various Ship To locations listed in the Request for Quotation.

**6.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if the shipment of the Contract Items will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the Contract, and/or obtaining the Contract Items from a third party.

Any Agency seeking to obtain the Contract Items from a third party under this provision must first obtain approval of the Purchasing Division.

**6.3 Delivery Payment/Risk of Loss:** Vendor shall deliver the Contract Items F.O.B. destination to the Agency's location.

**6.4 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.

**6.5 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

**3 Scanners**

DHHR Calhoun County  
Attn: Joe Johnson  
350 Main Street  
Grantsville, WV 26147  
304-354-6118

**6 Scanners**

DHHR Marion County  
Attn: Paula Taylor  
9083 Middletown Mall  
White Hall, WV 26554  
304-368-4420

**5 Scanners**

DHHR Harrison County  
Attn: James Cox  
633 West Pike Street  
Clarksburg, WV 26302  
304-627-2295

**4 Scanners**

DHHR Wetzel County  
Attn: Mickie Hall  
1236 North State Route 2  
New Martinsville, WV 26155  
304-455-0920

**5 Scanners**

DHHR Ohio County  
Attn: Mark Patee  
69 16<sup>th</sup> street  
Wheeling, WV 26003  
304-232-4411

Cont.

Cont.

**4 scanners**

DHHR Ritchie County  
Attn: Cree LeMasters  
220 W. Main Street  
Harrisville, WV 26362  
304-643-2934

**10 Scanners**

DHHR Wood County  
Attn: Delbert Casto  
400 5<sup>th</sup> Street  
Parkersburg, WV 26102  
304-420-2560

**2 Scanners**

DHHR Boone County  
Attn: Gary Barker  
156 Resource Lane  
Foster, WV 25081  
304-369-7802

**7 Scanners**

DHHR Cabell County  
Attn: Eric Dotson  
2699 Park Avenue, Suite 100  
Huntington, WV 25704  
304-528-5800

**6 Scanners**

DHHR Jackson County  
Attn: Maureen Rogers  
4285 Cedar Lakes Drive  
Ripley, WV 25271  
304-372-7885

**12 Scanners**

DHHR Kanawha County  
Attn: Anita Adkins  
4190 W. Washington Street  
Charleston, WV 25313  
304-746-2360

Cont.

Cont.

**3 Scanners**

Attn: Amy Booth  
8209 Court Avenue  
Hamlin, WV 25523  
304-824-5811

**3 Scanners**

DHHR Logan County  
Attn: Darlene Ables  
130 Stratton Street  
Logan, WV 25601  
304-792-7095

**3 Scanners**

DHHR Mingo County  
Attn: Carolyn Sansom  
203 East Third Avenue  
Williamson, WV 25661  
304-235-4680

**3 Scanners**

DHHR Putnam County  
Attn: Lance Whaley 3405  
Winfield Road  
Winfield, WV 25213  
304-586-1520

**3 Scanners**

DHHR Wayne County  
Attn: Hope Smith  
26452 East Lynn Road  
Wayne, WV 25570  
304-272-6311

**10 Scanners**

DHHR Customer Service  
Attn: Char Litteral  
350 Capitol Street, 6<sup>th</sup> Floor  
Charleston, WV 25301  
304-356-5010

Cont.



Cont.

**3 Scanners**

DHHR Barbour County  
Attn: Heather Grogg  
235 Barrett Street Grafton,  
WV 26354 304-265-6103

**6 Scanners**

DHHR Berkeley County  
Attn: Katheryn Bradley 433  
Mid-Atlantic Park  
Martinsburg, WV 25401  
304-267-0100

**3 Scanners**

DHHR Grant County  
Attn: Eric Phillips  
15 Grant Street  
Petersburg, WV 26847  
304-257-4211

**2 Scanners**

DHHR Hampshire County  
Attn: Susan Radko  
18 N. Tornado Way  
Keyser, WV 26726  
304-788-4150

**2 Scanners DHHR**

Lewis County  
Attn: Mary Austin  
91 Arnold Avenue  
Weston, WV 26452  
304-269-6820

Cont.

Cont.

**2 Scanners**

DHHR Randolph County  
Attn: Michael Phillips  
1027 N. Randolph Avenue  
Elkins, WV 26241  
304-637-5560

**3 Scanners**

DHHR Clay County  
Attn: Brenda Douglas  
94 Main Street  
Clay, WV 25043  
304-587-4268

**3 Scanners**

DHHR Nicholas County  
Attn: Susie Phillips  
1073 Arbuckle Road  
Summersville, WV 26651  
304-872-0803

**3 Scanners**

DHHR Fayette County  
Attn: Terri Massey  
1400 Virginia Street  
Oak Hill, WV 25901  
304-465-9613

**5 Scanners**

DHHR Greenbrier County  
150 Maplewood Avenue  
Lewisburg, WV 24901  
304-647-7476

**6 Scanners**

DHHR Raleigh County  
Attn: Yvette Barrett  
407 Neville Street  
Beckley, WV 25801  
304-256-6930

Cont.

Cont.

**3 Scanners**

DHHR Wyoming County  
Attn: Linda Bishop  
HC 72 Box 300, Route 97  
Pineville, WV 24874  
304-732-6900

**3 Scanners**

DHHR McDowell County  
Attn: Veronica Cummings  
840 Virginia Avenue  
Welch, WV 24801  
304-436-8302

**5 Scanners**

DHHR Mercer County  
Attn: Diane Key  
200 Davis Street  
Princeton, WV 24739  
304-425-8738

**6 scanners**

WVDHHR Division of Planning and Quality Improvement  
Attn: Jeff Posten  
350 Capitol St. B-18  
Charleston, WV 25301  
304 546-4961

# ATTACHMENT A

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: BCF150000001**

**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 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.

Pomeroy IT Solutions  
\_\_\_\_\_  
Company

Michelle [Signature]  
\_\_\_\_\_  
Authorized Signature

10/29/2014  
\_\_\_\_\_  
Date

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

SOLICITATION NUMBER: CRFQ 0511 BCF150000001

Addendum Number: 1

---

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:**

Addendum #1 issued to add electronic attachments to WVOasis solicitation.

**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.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: BCF150000001**

**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 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.

Pomeroy IT Solutions  
Company

Michelle [Signature]  
Authorized Signature

10/29/2014  
Date

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

**SOLICITATION NUMBER: CRFQ 0511 BCF150000001**  
**Addendum Number: 2**

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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:**

Addendum #2 issued to provide answers to submitted technical questions, per attached.

**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.



## **BCF150000001 ADDENDUM #2**

### **Questions & Answers**

**Question:** Are the bids for these scanners to include: Maintenance or Installation?

**Answer:** The scanners will be installed by the Office of Technology. No extended warranty for scanners is needed.

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Pomeroy IT Solutions  
(Company)

Michelle Clark, Inside Sales  
(Authorized Signature) (Representative Name, Title)

Phone: (304) 746-4434 Fax: (800) 307-5674 10/29/2014  
(Phone Number) (Fax Number) (Date)



**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: Pomeroy IT Solutions Signed: Michelle [Signature]  
 Date: 10/27/2014 Title: Inside Sales



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 exceed 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: Pomeroy IT Solutions

Authorized Signature: *Michelle [Signature]* Date: 10/27/2014

State of West Virginia

County of Tanawha, to-wit:

Taken, subscribed, and sworn to before me this 27 day of Oct, 2014.

My Commission expires Aug 22, 2016



AFFIX SEAL HERE



OFFICIAL SEAL  
NOTARY PUBLIC  
STATE OF WEST VIRGINIA  
Judith A. Snodgrass  
48 Snodgrass Lane  
P.O. Box 338  
Comfort, WV 25049  
My Commission Expires Aug. 22, 2016

NOTARY PUBLIC

*Judith A. Snodgrass*  
Purchasing Affidavit (Revised 07/01/2012)

**Bill To:**

Robert Kilpatrick  
General Services Division  
2019 Washington Street, East  
Charleston, WV 25305

Phone: (304)558-0250  
Email: robert.p.kilpatrick@wv.gov

**Ship To:**

Robert Kilpatrick  
General Services Division  
2019 Washington Street, East  
Charleston, WV 25305

Phone: (304)558-0250

Srl	Mfr. Part	Description	Price	Qty.	Extended
*1	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - CALHOUN COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*2	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - MARION COUNTY OFFICE	\$ 415.50	6	\$ 2,493.00
*3	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - HARRISON COUNTY OFFICE	\$ 415.50	5	\$ 2,077.50
*4	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - WETZEL COUNTY OFFICE	\$ 415.50	4	\$ 1,662.00
*5	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - OHIO COUNTY OFFICE	\$ 415.50	5	\$ 2,077.50
*6	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - RITCHIE COUNTY OFFICE	\$ 415.50	4	\$ 1,662.00
*7	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - WOOD COUNTY OFFICE	\$ 415.50	10	\$ 4,155.00
*8	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - BOONE COUNTY OFFICE	\$ 415.50	2	\$ 831.00
*9	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - CABELL COUNTY OFFICE	\$ 415.50	7	\$ 2,908.50
*10	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - JACKSON COUNTY OFFICE	\$ 415.50	6	\$ 2,493.00
*11	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - KANAWHA COUNTY OFFICE	\$ 415.50	12	\$ 4,986.00
*12	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - LINCOLN COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*13	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - LOGAN COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*14	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - MINGO COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*15	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - PUTNAM COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*16	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - WAYNE COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*17	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - OFFICE OF CLIENT SERVICES	\$ 415.50	10	\$ 4,155.00



Srl	Mfr. Part	Description	Price	Qty.	Extended
*18	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - BARBOUR COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*19	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - BERKELEY COUNTY OFFICE	\$ 415.50	6	\$ 2,493.00
*20	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - GRANT COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*21	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - HAMPSHIRE COUNTY OFFICE	\$ 415.50	2	\$ 831.00
*22	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - LEWIS COUNTY OFFICE	\$ 415.50	2	\$ 831.00
*23	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - CLAY COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*24	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - RANDOLPH COUNTY OFFICE	\$ 415.50	2	\$ 831.00
*25	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - NICHOLAS COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*26	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - RALEIGH COUNTY OFFICE	\$ 415.50	6	\$ 2,493.00
*27	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - FAYETTE COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*28	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - GREENBRIER COUNTY OFFICE	\$ 415.50	5	\$ 2,077.50
*29	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - WYOMING COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*30	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - MCDOWELL COUNTY OFFICE	\$ 415.50	3	\$ 1,246.50
*31	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - MERCER COUNTY OFFICE	\$ 415.50	5	\$ 2,077.50
*32	PA03656-B005	Fujitsu ScanSnap iX500 Sheetfed Scanner - USB Mfr: FUJITSU Remarks: BCF - OFFICE OF CLIENT SERVICES	\$ 415.50	6	\$ 2,493.00
<b>32 item(s)</b>				<b>Sub-Total</b>	<b>\$ 59,832.00</b>
				<b>Freight:</b>	<b>\$ 0.00</b>
				<b>Tax @ 6.5%</b>	<b>\$ 0.00</b>
				<b>Total</b>	<b>\$ 59,832.00</b>
(*) Tax exempted Part(s)					

**Terms and Conditions**

This quotation has been prepared by Pomeroy based upon current product pricing and product availability as of the date of this quotation. The quotation provided hereon is subject to change if, after the issuance of this quotation, product pricing and/or product availability is affected as the direct result of a

**Shipping Details and Delivery**

Shipping Via Delivery

*Michelle Clark* 10/29/2014