



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

State of West Virginia
 Request for Quotation
 29 - Office Supplies

Proc Folder: 253202

Doc Description: 6" Special Window Envelopes

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2016-10-18	2016-11-15 13:30:00	CRFQ 0210 ISC1700000008	1

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

VENDOR

Vendor Name, Address and Telephone Number:

11/15/16 09:27:05 /
 WV Purchasing Division

FOR INFORMATION CONTACT THE BUYER

Stephanie L Gale
 (304) 558-8801
 stephanie.l.gale@wv.gov

Signature X

FEIN #

DATE

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

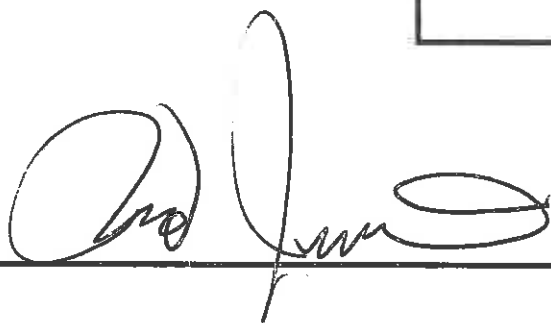
CT ZAVUK
 4530

**EXHIBIT A – Pricing Sheet
6" Special Window Envelopes**

Contract Item	Description	Estimated Annual Usage	Unit Cost Per Envelope	Total Cost
3.1.1	6.0" x 9.5" Special Window Envelopes	6,000,000	19.39	0.00 116,340
3.1.1	Optional Renewal Year 2 - 6.0" x 9.5" Special Window Envelopes	6,000,000	19.39	0.00 116,340
3.1.1	Optional Renewal Year 3 - 6.0" x 9.5" Special Window Envelopes	6,000,000	19.99	0.00 119,940
3.1.1	Optional Renewal Year 4 - 6.0" x 9.5" Special Window Envelopes	6,000,000	19.99	0.00 119,940
Total Cost				0.00

↪ 472,560

**Vendors
Signature:**



DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

ROD IRWIN SENIOR SALES MANAGER
(Name, Title)
ROD IRWIN SENIOR SALES MANAGER
(Printed Name and Title)
12525 AMERSHITZE LANE
(Address)
WREN ALLEN, VA 23059
(Phone Number) / (Fax Number)
ROD.IRWIN@CENVEO.COM
(email address)

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated 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.

CENVEO
(Company)
[Signature] SALES
(Authorized Signature) (Representative Name, Title)
ROD IRWIN SALES
(Printed Name and Title of Authorized Representative)
11-14-16
(Date)
801 334 4184
(Phone Number) (Fax Number)
216 430 4014

REQUEST FOR QUOTATION
6" Special Window Envelopes

8.3 Reports: Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.

8.4 Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: ROD IRWIN
Telephone Number: 804 334-4184
Fax Number: 216-430-4010
Email Address: ROD.IRWIN@ADL.COM

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: CENEO
Authorized Signature: [Signature] Date: 11/10/16 11/14/16

State of VIRGINIA

County of HENRICO, to-wit:

Taken, subscribed, and sworn to before me this 14 day of NOVEMBER, 2016

My Commission expires 10-31, 2018.

AFFIX SEAL HERE

NOTARY PUBLIC Shelley Davidson

