



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: 227311

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0310

Vendor ID: 000000159617 

SO Doc ID: DNR1600000048

Legal Name: INDIANA PRINTING & PUBLISHING CO

Published Date: 6/16/16

Alias/DBA:

Close Date: 7/6/16

Total Bid: \$26,930.02

Close Time: 13:30

Response Date: 06/30/2016 

Status: Closed

Response Time: 17:24

Solicitation Description: Wildlife Resources-Printing of Annual W/ Wildlife Calendar 

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 : 227311

Solicitation Description : Wildlife Resources-Printing of Annual WV Wildlife Calendar

Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation No	Version
	2016-07-06 13:30:00	SR 0310 ESR06301600000006357	1

VENDOR
000000159617 INDIANA PRINTING & PUBLISHING CO

FOR INFORMATION CONTACT THE BUYER
 Guy Nisbet
 (304) 558-2596
 guy.l.nisbet@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	WV Wildlife Calendar Initial Order	20000.00000	EA	\$1.252257	\$25,045.14

Comm Code	Manufacturer	Specification	Model #
73151904			

Extended Description : Per Item 3.2.1.1 of the Specifications. Initial Order West Virginia Wildlife Calendar-Total of 36 pages per calendar

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	WV Wildlife Calendar Reprint	2000.00000	EA	\$0.862440	\$1,724.88

Comm Code	Manufacturer	Specification	Model #
73151904			

Extended Description : Per Item 3.2.1.1 of the Specifications. Reprint Order of West Virginia Wildlife Calendar-Total of 36 pages per calendar

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Hourly Rate for Alterations as Requested	4.00000	HOUR	\$40.000000	\$160.00

Comm Code	Manufacturer	Specification	Model #
73151904			

Extended Description : Per Item 3.2.1.5.3.1 of the Specifications.



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

State of West Virginia
 Request for Quotation
 30 - Printing

Proc Folder: 227311

Doc Description: Wildlife Resources-Printing of Annual WV Wildlife Calendar

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2016-06-16	2016-07-06 13:30:00	CRFQ 0310 DNR1600000048	1

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:

Indiana Printing and Publishing Company, Inc.
 899 Water Street
 Indiana, PA 15701

FOR INFORMATION CONTACT THE BUYER

Guy Nisbet
 (304) 558-2596
 guy.l.nisbet@wv.gov

Signature X

FEIN # 25-0567290

DATE 6/30/16

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

ADDITIONAL INFORMATION:

Request for Quotations

The West Virginia Purchasing Division is soliciting bids on behalf of the Agency, The West Virginia Division of Natural Resources , Wildlife resources Section, to establish an open-end contract for printing, bindery and delivery of the Annual West Virginia Wildlife calendar , per the attached bid requirements, specifications, terms and conditions that are apart of this solicitation and attached hereto.

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES WILDLIFE RESOURCES SECTION ELKINS OPERATIONS CENTER PO BOX 67 ELKINS WV26241 US		DIVISION OF NATURAL RESOURCES WILDLIFE RESOURCES SECTION ELKINS OPERATIONS CENTER 219/250 WARD RD ELKINS WV 26241 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	WV Wildlife Calendar Initial Order	20000.00000	EA		

Comm Code	Manufacturer	Specification	Model #
73151904			

Extended Description :

Per Item 3.2.1.1 of the Specifications. Initial Order West Virginia Wildlife Calendar-Total of 36 pages per calendar

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES WILDLIFE RESOURCES SECTION ELKINS OPERATIONS CENTER PO BOX 67 ELKINS WV26241 US		DIVISION OF NATURAL RESOURCES WILDLIFE RESOURCES SECTION ELKINS OPERATIONS CENTER 219/250 WARD RD ELKINS WV 26241 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	WV Wildlife Calendar Reprint	2000.00000	EA		

Comm Code	Manufacturer	Specification	Model #
73151904			

Extended Description :

Per Item 3.2.1.1 of the Specifications. Reprint Order of West Virginia Wildlife Calendar-Total of 36 pages per calendar

INVOICE TO		SHIP TO	
DIVISION OF NATURAL RESOURCES WILDLIFE RESOURCES SECTION ELKINS OPERATIONS CENTER PO BOX 67 ELKINS WV26241 US		DIVISION OF NATURAL RESOURCES WILDLIFE RESOURCES SECTION ELKINS OPERATIONS CENTER 219/250 WARD RD ELKINS WV 26241 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Hourly Rate for Alterations as Requested	4.00000	HOUR		

Comm Code	Manufacturer	Specification	Model #
73151904			

Extended Description :
 Per Item 3.2.1.5.3.1 of the Specifications.

DNR160000048	Document Phase Final	Document Description Wildlife Resources-Printing of Annual WV Wildlife Calendar	Page 4 of 4
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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

Exhibit "A" Pricing Page
 West Virginia Division of Natural Resources-Wildlife Resources Section
 West Virginia Wildlife Calendar

14" x 22" CALENDAR (28 Pages + 4 Covers + 4 Order Form Pages = 36 Pages Total)

INITIAL ORDER:

Item Spec	Description	Unit of Measure	Estimated Quantity	Unit Price per Each	Extended Amount
3.1.1.1	West Virginia Wildlife Calendar	each	20,000	1.2523	25,045.140

REPRINTS:

Item Spec	Description	Unit of Measure	Estimated Quantity	Unit Price per Each	Extended Amount
3.1.1.1	West Virginia Wildlife Calendar	each	2,000	0.8624	1,724.880

HOURLY RATE FOR ALTERATIONS REQUESTED

Item Spec	Description	Unit of Measure	Estimated Quantity	Unit Price per Hour	Extended Amount
3.1.1.5.3	Alterations	per Hour	4	40.00	160.000

TOTAL BID AMOUNT 26,930.020

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.

(Name, Title)

Michael J. Donnelly, President and Publisher

(Printed Name and Title)

899 Water Street Indiana, PA 15701

(Address)

724-465-5555 724-465-0402

(Phone Number) / (Fax Number)

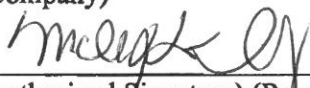
mjd@indianagazette.net

(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.

Indiana Printing and Publishing Company, Inc.

(Company)



(Authorized Signature) (Representative Name, Title)

Michael J. Donnelly, President and Publisher

(Printed Name and Title of Authorized Representative)

6/30/16

(Date)

724-465-5555 724-465-0402

(Phone Number) (Fax Number)

REQUEST FOR QUOTATION
West Virginia Division of Natural Resources-Wildlife Resources
2017 WV Wildlife Calendar

7.2 The following remedies shall be available to Agency upon default.

7.2.1 Immediate cancellation of the Contract.

7.2.2 Immediate cancellation of one or more release orders issued under this Contract.

7.2.3 Any other remedies available in law or equity.

8. MISCELLANEOUS:

8.1 No Substitutions: Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.

8.2 Vendor Supply: Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

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: Michael J. Donnelly

Telephone Number: 724-465-5555

Fax Number: 724-465-0402

Email Address: mjd@indianagazette.net

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.:

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 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.

Indiana Printing and Publishing Company, Inc.

Company


Authorized Signature

6/30/16

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

N/A

000067

WV-10
Approved / Revised
12/16/15

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;
- Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **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 that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's 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) rescind the contract or purchase order; 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.

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: Indiana Printing and Publishing Company, Inc.

Signed:

Date: 6/30/16

Title: President and Publisher

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

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: Indiana Printing and Publishing Company, Inc.

Authorized Signature: *[Handwritten Signature]* Date: 6/30/16

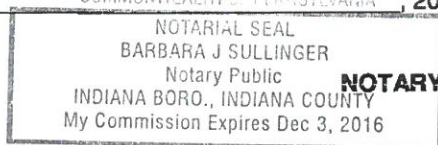
State of Pennsylvania

County of Indiana, to-wit:

Taken, subscribed, and sworn to before me this 30th day of June, 2016.

My Commission expires COMMONWEALTH OF PENNSYLVANIA, 2016.

AFFIX SEAL HERE



NOTARY PUBLIC

[Handwritten Signature]

Purchasing Affidavit (Revised 08/01/2015)