




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 3

 List View


General Information | [Contact](#) | [Default Values](#) | [Discount](#) | [Document Information](#)

Procurement Folder: 537620

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0210

Vendor ID: 

SO Doc ID: ISC1900000009

Legal Name: INNOVATIVE BUSINESS SOLUTIONS


Published Date: 1/23/19

Alias/DBA: BRIAN LYNN BARTLETT

Close Date: 2/7/19



Total Bid: \$1,671,840.00

Close Time: 13:30

Response Date: 

Status: Closed

Response Time:

Solicitation Description: 


Total of Header Attachments: 3

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[View Procurement Folder](#)



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

**State of West Virginia
 Solicitation Response**

Proc Folder : 537620
Solicitation Description : Multiple Size Envelopes (OT19070)
Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2019-02-07 13:30:00	SR 0210 ESR02071900000003607	1

VENDOR
000000211218 INNOVATIVE BUSINESS SOLUTIONS BRIAN LYNN BARTLETT

Solicitation Number: CRFQ 0210 ISC1900000009

Total Bid : \$1,671,840.00 **Response Date:** 2019-02-07 **Response Time:** 13:26:37

Comments:

FOR INFORMATION CONTACT THE BUYER
 Jessica S Chambers
 (304) 558-0246
 jessica.s.chambers@wv.gov

Signature on File	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	Contract Item #1 - 6" Special Window Envelopes	7200000.00000	EA	\$0.033700	\$242,640.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	<p>3.1.1 Contract Item #1 - 6" Special Window Envelopes</p> <p>3.1.1.1 The Vendor must provide the Agency with 6" Special Window Envelopes for a minimum of 12 months.</p> <p>3.1.1.2 The Vendor must provide a minimum quantity of 600,000 envelopes per month.</p>
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Contract Item #2 - 10" Special Double Window Envelopes	5000000.00000	EA	\$0.030190	\$150,950.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	<p>3.1.2 Contract Item #2 - 10" Special Double Window Envelopes</p> <p>3.1.2.1 The Vendor must provide the Agency with 10" Special Double Window Envelopes for a minimum of 12 months.</p> <p>3.1.2.2 The Vendor must provide a minimum quantity of 500,000 envelopes each per month.</p>
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Contract Item #3 - 10" No Window Envelope Plain	1000000.00000	EA	\$0.024370	\$24,370.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	<p>3.1.3 Contract Item #3 - 10" No Window Envelope (Plain, Commercial)</p> <p>3.1.3.1 The Vendor must provide the Agency with 10" No Window Envelopes (Plain, Commercial) for a minimum of 12 months.</p>
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
4	Opt Renew Y2 Contract Item #1 - 6" Special Window Envelopes	7200000.00000	EA	\$0.033700	\$242,640.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	<p>3.1.1 Contract Item #1 - 6" Special Window Envelopes</p> <p>3.1.1.1 The Vendor must provide the Agency with 6" Special Window Envelopes for a minimum of 12 months.</p> <p>3.1.1.2 The Vendor must provide a minimum quantity of 600,000 envelopes per month.</p>
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
5	Opt Renew Y2 Contract Item #2 - 10" SPL DBL WIN Envelopes	5000000.0000	EA	\$0.030190	\$150,950.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	3.1.2 Contract Item #2 - 10" Special Double Window Envelopes 3.1.2.1 The Vendor must provide the Agency with 10" Special Double Window Envelopes for a minimum of 12 months. 3.1.2.2 The Vendor must provide a minimum quantity of 500,000 envelopes each per month.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
6	Opt Renew Y2 Contract Item #3 - 10" No Window Envelope Plain	1000000.0000	EA	\$0.024370	\$24,370.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	3.1.3 Contract Item #3 - 10" No Window Envelope (Plain, Commercial) 3.1.3.1 The Vendor must provide the Agency with 10" No Window Envelopes (Plain, Commercial) for a minimum of 12 months.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
7	Opt Renew Y3 Contract Item #1 - 6" Special Window Envelopes	7200000.0000	EA	\$0.033700	\$242,640.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	3.1.1 Contract Item #1 - 6" Special Window Envelopes 3.1.1.1 The Vendor must provide the Agency with 6" Special Window Envelopes for a minimum of 12 months. 3.1.1.2 The Vendor must provide a minimum quantity of 600,000 envelopes per month.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
8	Opt Renew Y3 Contract Item #2 - 10" SPL DBL WIN Envelopes	5000000.0000	EA	\$0.030190	\$150,950.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	3.1.2 Contract Item #2 - 10" Special Double Window Envelopes 3.1.2.1 The Vendor must provide the Agency with 10" Special Double Window Envelopes for a minimum of 12 months. 3.1.2.2 The Vendor must provide a minimum quantity of 500,000 envelopes each per month.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
9	Opt Renew Y3 Contract Item #3 - 10" No Window Envelope Plain	1000000.0000	EA	\$0.024370	\$24,370.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	3.1.3 Contract Item #3 - 10" No Window Envelope (Plain, Commercial) 3.1.3.1 The Vendor must provide the Agency with 10" No Window Envelopes (Plain, Commercial) for a minimum of 12 months.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
10	Opt Renew Y4 Contract Item #1 - 6" Special Window Envelopes	7200000.0000	EA	\$0.033700	\$242,640.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	3.1.1 Contract Item #1 - 6" Special Window Envelopes 3.1.1.1 The Vendor must provide the Agency with 6" Special Window Envelopes for a minimum of 12 months. 3.1.1.2 The Vendor must provide a minimum quantity of 600,000 envelopes per month.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
11	Opt Renew Y4 Contract Item #2 - 10" SPL DBL WIN Envelopes	5000000.0000	EA	\$0.030190	\$150,950.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	3.1.2 Contract Item #2 - 10" Special Double Window Envelopes 3.1.2.1 The Vendor must provide the Agency with 10" Special Double Window Envelopes for a minimum of 12 months. 3.1.2.2 The Vendor must provide a minimum quantity of 500,000 envelopes each per month.
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
12	Opt Renew Y4 Contract Item #3 - 10" No Window Envelope Plain	1000000.0000	EA	\$0.024370	\$24,370.00

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :	3.1.3 Contract Item #3 - 10" No Window Envelope (Plain, Commercial) 3.1.3.1 The Vendor must provide the Agency with 10" No Window Envelopes (Plain, Commercial) for a minimum of 12 months.
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REQUEST FOR QUOTATION
Multiple Size Envelopes

- 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:	Brian Bartlett
Telephone Number:	304-628-3049
Fax Number:	304-628-3051
Email Address:	ibs@citynet.net

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.

Brian Bartlett
(Name, Title)
Brian Bartlett, President
(Printed Name and Title)
1224 Brushy Fork Cairo, WV 26337
(Address)
304-628-3049 / 304-628-3051
(Phone Number) / (Fax Number)
ibs@citynet.net
(E-mail 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.

Innovative Business Solutions
(Company)
Brian L. Bartlett, President
(Authorized Signature) (Representative Name, Title)
Brian L. Bartlett, President
(Printed Name and Title of Authorized Representative)
2-6-2019
(Date)
304-628-3049 / 304-628-3051
(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: Innovative Business Solution

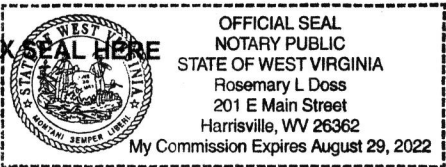
Authorized Signature: [Signature] Date: 2-6-19

State of West Virginia

County of Kitchoe, to-wit:

Taken, subscribed, and sworn to before me this 6th day of February, 2019.

My Commission expires August 29, 2022



NOTARY PUBLIC [Signature]
Purchasing Affidavit (Revised 01/19/2018)



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

State of West Virginia
 Request for Quotation
 27 - Miscellaneous

Proc Folder: 537620

Doc Description: Multiple Size Envelopes (OT19070)

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-01-23	2019-02-07 13:30:00	CRFQ 0210 ISC1900000009	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:
 INNOVATIVE BUSINESS SOLUTIONS 00211218
 1224 BRUSHY FORK
 CAIRO, WV 26337
 304-628-3049

FOR INFORMATION CONTACT THE BUYER
 Jessica S Chambers
 (304) 558-0246
 jessica.s.chambers@wv.gov

Signature X *[Handwritten Signature]* FEIN # *55-0785005* DATE *2/6/2019*
 All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION:

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Office of Technology to establish an open-end contract for multiple size envelopes per the terms and conditions and specifications as attached.

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US	IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Contract Item #1 - 6" Special Window Envelopes	7200000.00000	EA	\$.0337	\$ 242,640

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.1 Contract Item #1 - 6" Special Window Envelopes

3.1.1.1 The Vendor must provide the Agency with 6" Special Window Envelopes for a minimum of 12 months.

3.1.1.2 The Vendor must provide a minimum quantity of 600,000 envelopes per month.

3.1.1.2.1 The Agency estimates an annual quantity of 7,200,000 envelopes.

See attached specifications for more details.

INVOICE TO	SHIP TO
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US	IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Contract Item #2 - 10" Special Double Window Envelopes	5000000.00000	EA	\$.03019	\$ 150,950

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.2 Contract Item #2 - 10" Special Double Window Envelopes

3.1.2.1 The Vendor must provide the Agency with 10" Special Double Window Envelopes for a minimum of 12 months.

3.1.2.2 The Vendor must provide a minimum quantity of 500,000 envelopes each per month.

3.1.2.2.1 The Agency estimates an annual quantity of 5,000,000 envelopes.

See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Contract Item #3 - 10" No Window Envelope Plain	1000000.00000	EA	\$.02437	\$ 24,370

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.3 Contract Item #3 - 10" No Window Envelope (Plain, Commercial)

3.1.3.1 The Vendor must provide the Agency with 10" No Window Envelopes (Plain, Commercial) for a minimum of 12 months.

3.1.3.2 The Vendor must provide a minimum quantity of 250,000 envelopes per quarter.

3.1.3.2.1 The Agency estimates an annual quantity of 1,000,000 envelopes.

See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
4	Opt Renew Y2 Contract Item #1 - 6" Special Window Envelopes	7200000.00000	EA	\$.0337	\$242,640

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.1 Contract Item #1 - 6" Special Window Envelopes

3.1.1.1 The Vendor must provide the Agency with 6" Special Window Envelopes for a minimum of 12 months.

3.1.1.2 The Vendor must provide a minimum quantity of 600,000 envelopes per month.

3.1.1.2.1 The Agency estimates an annual quantity of 7,200,000 envelopes.

See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
5	Opt Renew Y2 Contract Item #2 - 10" SPL DBL WIN Envelopes	5000000.00000	EA	\$.03019	\$ 150,950

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.2 Contract Item #2 - 10" Special Double Window Envelopes

3.1.2.1 The Vendor must provide the Agency with 10" Special Double Window Envelopes for a minimum of 12 months.

3.1.2.2 The Vendor must provide a minimum quantity of 500,000 envelopes each per month.

3.1.2.2.1 The Agency estimates an annual quantity of 5,000,000 envelopes.

See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
6	Opt Renew Y2 Contract Item #3 - 10" No Window Envelope Plain	1000000.00000	EA	\$.02437	\$ 24,370

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.3 Contract Item #3 - 10" No Window Envelope (Plain, Commercial)

3.1.3.1 The Vendor must provide the Agency with 10" No Window Envelopes (Plain, Commercial) for a minimum of 12 months.

3.1.3.2 The Vendor must provide a minimum quantity of 250,000 envelopes per quarter.

3.1.3.2.1 The Agency estimates an annual quantity of 1,000,000 envelopes.

See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
7	Opt Renew Y3 Contract Item #1 - 6" Special Window Envelopes	7200000.00000	EA	\$.0337	\$ 242,640

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.1 Contract Item #1 - 6" Special Window Envelopes

3.1.1.1 The Vendor must provide the Agency with 6" Special Window Envelopes for a minimum of 12 months.

3.1.1.2 The Vendor must provide a minimum quantity of 600,000 envelopes per month.

3.1.1.2.1 The Agency estimates an annual quantity of 7,200,000 envelopes.

See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
8	Opt Renew Y3 Contract Item #2 - 10" SPL DBL WIN Envelopes	5000000.00000	EA	\$.03019	\$ 150,950

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.2 Contract Item #2 - 10" Special Double Window Envelopes

3.1.2.1 The Vendor must provide the Agency with 10" Special Double Window Envelopes for a minimum of 12 months.

3.1.2.2 The Vendor must provide a minimum quantity of 500,000 envelopes each per month.

3.1.2.2.1 The Agency estimates an annual quantity of 5,000,000 envelopes.

See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
9	Opt Renew Y3 Contract Item #3 - 10" No Window Envelope Plain	1000000.00000	EA	\$.02437	\$ 24,370

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

- 3.1.3 Contract Item #3 - 10" No Window Envelope (Plain, Commercial)
 - 3.1.3.1 The Vendor must provide the Agency with 10" No Window Envelopes (Plain, Commercial) for a minimum of 12 months.
 - 3.1.3.2 The Vendor must provide a minimum quantity of 250,000 envelopes per quarter.
 - 3.1.3.2.1 The Agency estimates an annual quantity of 1,000,000 envelopes.
- See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
10	Opt Renew Y4 Contract Item #1 - 6" Special Window Envelopes	7200000.00000	EA	\$.0337	\$ 242,640

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

- 3.1.1 Contract Item #1 - 6" Special Window Envelopes
 - 3.1.1.1 The Vendor must provide the Agency with 6" Special Window Envelopes for a minimum of 12 months.
 - 3.1.1.2 The Vendor must provide a minimum quantity of 600,000 envelopes per month.
 - 3.1.1.2.1 The Agency estimates an annual quantity of 7,200,000 envelopes.
- See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
11	Opt Renew Y4 Contract Item #2 - 10" SPL DBL WIN Envelopes	5000000.00000	EA	\$.03019	\$ 150,950

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.2 Contract Item #2 - 10" Special Double Window Envelopes

3.1.2.1 The Vendor must provide the Agency with 10" Special Double Window Envelopes for a minimum of 12 months.

3.1.2.2 The Vendor must provide a minimum quantity of 500,000 envelopes each per month.

3.1.2.2.1 The Agency estimates an annual quantity of 5,000,000 envelopes.

See attached specifications for more details.

INVOICE TO		SHIP TO	
DEPARTMENT OF ADMINISTRATION OFFICE OF TECHNOLOGY 1900 KANAWHA BLVD E, BLDG 5 10TH FLOOR CHARLESTON WV25305 US		IS&C - DATA CENTER MANAGER DEPARTMENT OF ADMINISTRATION BLDG 6 RM B110 1900 KANAWHA BLVD E CHARLESTON WV 25305-0135 US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
12	Opt Renew Y4 Contract Item #3 - 10" No Window Envelope Plain	1000000.00000	EA	\$.02437	\$ 24,370

Comm Code	Manufacturer	Specification	Model #
44121505			

Extended Description :

3.1.3 Contract Item #3 - 10" No Window Envelope (Plain, Commercial)

3.1.3.1 The Vendor must provide the Agency with 10" No Window Envelopes (Plain, Commercial) for a minimum of 12 months.

3.1.3.2 The Vendor must provide a minimum quantity of 250,000 envelopes per quarter.

3.1.3.2.1 The Agency estimates an annual quantity of 1,000,000 envelopes.

See attached specifications for more details.

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ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions