



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
MOVE08

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
JO ANN ADKINS
304-558-8802

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/29/2008				

BID OPENING DATE: 06/12/2008 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
*****ADDENDUM NO. 2*****						
1. TO CORRECT QUESTION 3.						
Q3. FOR MOVES ANTICIPATED TO BE BETWEEN \$501.00 AND \$2,500, AGENCIES WILL BE REQUIRED TO PROVIDE VENDOR WITH A WRITTEN SCOPE OF WORK ITEMIZING ALL REQUIRED SERVICES. SITE VISITS MAY BE REQUIRED AT THE AGENCY'S DISCRETION BUT MUST BE OPEN TO ALL REGION CONTRACT HOLDERS.						
FOR MOVES ANTICIPATED TO EXCEED \$2,501, AGENCIES WILL BE REQUIRED TO PROVIDE WRITTEN NOTIFICATION OF THE SITE MEETING AS ADDRESSED IN THE RFQ. DISCREPANCIES ARE EXPECTED TO BE MINIMAL BASED ON THE FACT THAT VENDORS WILL RECEIVE THE SAME INFORMATION REGARDING NEEDED SERVICES.						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
-----------	-----------	------

TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
-------	------	-----------------------------------

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'