



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  
**ADJ09011**

PAGE  
**1**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**JOHN ABBOTT**  
**304-558-2544**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

ADJUTANT GENERAL'S DEPARTMENT  
 MOUNTAINEER CHALLENGE PROGRAM  
 CAMP DAWSON  
 240 ARMY ROAD  
 KINGWOOD, WV  
 26537  
 304-341-6406

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/01/2009				

BID OPENING DATE: **06/18/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		393-48		
<p>FOOD PRODUCTS</p> <p>OPEN-END CONTRACT TO PROVIDE FOOD PRODUCTS TO THE MOUNTAINEER CHALLENGE ACADEMY, PER THE ATTACHED SPECIFICATIONS.</p> <p>DELIVERY: BID PRICES SHALL INCLUDE DELIVERY; DELIVERY SHALL BE MADE ACCORDING TO THE SCHEDULE AGREED UPON BY THE AGENCY AND THE VENDOR.</p> <p>GENERAL REQUIREMENTS: ALL FOOD SHALL BE IN DATE, AND NOT LESS THEN TWO WEEKS PRIOR TO EXPIRATIONS DATE. FOOD PRODUCTS MUST BE QUALITY PRODUCTS AS REQUIRED BY THE WEST VIRGINIA OFFICE OF CHILD NUTRITION ISSUED STANDARDS.</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON ..... AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p>						

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'

## GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
14. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

---

### INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in case of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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  
**ADJ09011**

PAGE  
**2**

ADDRESS: CORRESPONDENCE TO ATTENTION OF:  
**JOHN ABBOTT**  
**304-558-2544**

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

ADJUTANT GENERAL'S DEPARTMENT  
 MOUNTAINEER CHALLENGE PROGRAM  
 CAMP DAWSON  
 240 ARMY ROAD  
 KINGWOOD, WV  
 26537  
 304-341-6406

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/01/2009				

BID OPENING DATE: **06/18/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A</p>						

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'



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

# Request for Quotation

RFO NUMBER  
**ADJ09011**

PAGE  
**3**

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
**JOHN ABBOTT**  
**304-558-2544**

**RFQ COPY**  
 TYPE NAME/ADDRESS HERE

AUTHORITY

SHIP TO

ADJUTANT GENERAL'S DEPARTMENT  
 MOUNTAINEER CHALLENGE PROGRAM  
 CAMP DAWSON  
 240 ARMY ROAD  
 KINGWOOD, WV  
 26537  
 304-341-6406

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
06/01/2009				

BID OPENING DATE: **06/18/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 05/26/2009</p> <p>EXHIBIT 4</p> <p>LOCAL GOVERNMENT BODIES: UNLESS THE VENDOR INDICATES IN THE BID HIS REFUSAL TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES, THE BID SHALL EXTEND TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST VIRGINIA. IF THE VENDOR DOES NOT WISH TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO ALL POLITICAL SUBDIVISIONS OF THE STATE, THE VENDOR MUST CLEARLY INDICATE SUCH REFUSAL IN HIS BID. SUCH REFUSAL SHALL NOT PREJUDICE THE AWARD OF THIS CONTRACT IN ANY MANNER.</p> <p>REV. 3/88</p>						

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'



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
ADJ09011

PAGE
4

ADDRESS CORRESPONDENCE TO ATTENTION OF
JOHN ABBOTT 304-558-2544

RFQ COPY  
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

ADJUTANT GENERAL'S DEPARTMENT  
 MOUNTAINEER CHALLENGE PROGRAM  
 CAMP DAWSON  
 240 ARMY ROAD  
 KINGWOOD, WV  
 26537  
 304-341-6406

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	FREIGHT TERMS
06/01/2009				

BID OPENING DATE: 06/18/2009 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="text-align: center;">DEPARTMENT OF ADMINISTRATION          PURCHASING DIVISION          BUILDING 15          2019 WASHINGTON STREET, EAST          CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: JOHN ABBOTT-----</p> <p>RFQ. NO.: ADJ09011-----</p> <p>BID OPENING DATE: 6/18/2009-----</p> <p>BID OPENING TIME: 1:30 PM-----</p>						

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'



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  
**ADJ09011**

PAGE  
**5**

ADDRESS CORRESPONDENCE TO ATTENTION OF  
**JOHN ABBOTT  
 304-558-2544**

VENDOR

**RFQ COPY  
 TYPE NAME/ADDRESS HERE**

SHIP TO

**ADJUTANT GENERAL'S DEPARTMENT  
 MOUNTAINEER CHALLENGE PROGRAM  
 CAMP DAWSON  
 240 ARMY ROAD  
 KINGWOOD, WV  
 26537  
 304-341-6406**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
<b>06/01/2009</b>				

BID OPENING DATE: **06/18/2009** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: ----- CONTACT PERSON (PLEASE PRINT CLEARLY): -----  ***** THIS IS THE END OF RFQ ADJ09011 ***** TOTAL: _____						

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'

ADJ09011 FOOD09 BID FORM

Item #	Type	Product	Est. Annual Qty.	Unit Price	Extended Total
1	Baking	Chocolate, Syrup, Case of 12 Plastic Bottles	1	\$	\$
2	Baking	Pie Shells, Miniature, Graham Cracker, 12/6ct	5	\$	\$
3	Baking	Strawberry Glaze, 6#10cn	3	\$	\$
4	Beverage	Cocoa Mix, Individual Packages, 6/50ct box	1	\$	\$
5	Beverage	Powdered Drink Mix, Lemonade, 12/24oz containers	23	\$	\$
6	Condiments	Catsup, Dispenser Bladder, 2/1.5gal	13	\$	\$
7	Condiments	Cheese Spread, Pimento, 5 lb container	3	\$	\$
8	Condiments	Dressing, 1000 Island, Low Fat/Fat Free, 4/1gal	5	\$	\$
9	Condiments	Dressing, Bleu Cheese, Low Fat/Fat Free, 4/1gal	5	\$	\$
10	Condiments	Dressing, Creamy Italian, Low Fat/Fat Free, 4/1gal	5	\$	\$
11	Condiments	Dressing, French, Low Fat/Fat Free, 4/1gal	5	\$	\$
12	Condiments	Dressing, Golden Italian, 4/1gal	5	\$	\$
13	Condiments	Dressing, Golden Italian, Low Fat/Fat Free, Individual Packages, 100/1.5oz	1	\$	\$
14	Condiments	Dressing, Mayonnaise, Dispenser Bladder, 2/1.5gal	3	\$	\$
15	Condiments	Dressing, Ranch, Low Fat/Fat Free, Individual Packages, 100/1.5oz	1	\$	\$
16	Condiments	Dressing, Raspberry Vinaigrette, Low Fat/Fat Free, 4/1gal	5	\$	\$
17	Condiments	Honey, Pure, Honeybear Containers, 12 ct	5	\$	\$
18	Condiments	Mustard, Yellow, Dispenser Bladder, 2/1.5gal	3	\$	\$
19	Condiments	Topping, Oreo Cookie Crumbs, 4 ct case	6	\$	\$

ADJ09011 FOOD09 BID FORM

20	Condiments	Topping, Rainbow Sprinkles, bx	3	\$	\$
21	Dairy	Cheese, American, Shredded, 4/5lb bag	8	\$	\$
22	Dairy	Cheese, Cheddar, Shredded, 4/5lb bag	25	\$	\$
23	Dairy	Cheese, Cream, Bulk, 3 lb block	3	\$	\$
24	Dairy	Sour Cream, 4/5lb containers	3	\$	\$
25	Frozen Food	Beef, Philly Steak, Breakaway, 10lb	10	\$	\$
26	Frozen Food	Catfish, Frozen, Breaded, No Less than 6oz Portions, 10lb cs	6	\$	\$
27	Frozen Food	Chicken Breast, Boneless, Skinless, No Less than 6oz Portions, 10lb cs	13	\$	\$
28	Frozen Food	Chicken Breast, Breaded, 4oz-6oz each	10	\$	\$
29	Frozen Food	Fish Wedge, Breaded, 40/4oz	10	\$	\$
30	Frozen Food	Fish, Pollock, Unbreaded, 6-8oz Average	30	\$	\$
31	Frozen Food	Manicotti, 3 oz, Plain Pasta, Frzn, 10lb cs	8	\$	\$
32	Frozen Food	Pasta Sheets, Wavy, Frozen, 10lb	6	\$	\$
33	Frozen Food	Sausage, Breakfast Links, 10lb	12	\$	\$
34	Frozen Food	Sausage, Breakfast Patties, 2oz, 10lb	24	\$	\$
35	Frozen Food	Sausage, Polish, 5:1, 10lb	15	\$	\$
36	Frozen Food	Turkey, Frozen, Diced, 10lb	3	\$	\$
37	Juice, Frozen	Apple, 100% Juice, 96/4oz	13	\$	\$
38	Juice, Frozen	Cranberry, 100% Juice, 96/4oz	13	\$	\$
39	Juice, Frozen	Fruit Blend, 100% Juice, 96/4oz	13	\$	\$



ADJ09011 FOOD09 BID FORM

40	Juice, Frozen	Grape, 100% Juice, 96/4oz	13	\$	\$
41	Juice, Frozen	Pineapple, 100% Juice, 96/4oz	13	\$	\$
42	Kitchen Supplies	Alcohol Swabs, Box of 50	4	\$	\$
43	Kitchen Supplies	Container, Styrofoam, Hinged, 3 Compartment, 8"x8", 200 ct	4	\$	\$
44	Kitchen Supplies	Container, Styrofoam, Hinged, 5"x5", 200 ct	4	\$	\$
45	Kitchen Supplies	Cup, Styrofoam, 10oz, 1000 ct	4	\$	\$
46	Kitchen Supplies	Plastic Portion Cup Lid, 6oz, 500 ct	4	\$	\$
47	Kitchen Supplies	Plastic Portion Cup, 6oz, 500 ct	4	\$	\$
48	Kitchen Supplies	Towel, Bar, Ribbed, 100% Cotton, 12 ct	5	\$	\$
49	Kitchen Supplies	Tray, Styrofoam, 5 Compartment, 200 ct	4	\$	\$
50	Meats	Beef Cube Steak, 6oz portions, 10lb cs	24	\$	\$
51	Meats	Beef, Country Fried Steak, 40/4oz	30	\$	\$
52	Meats	Beef, Cubed Steak, 30/5.3oz	24	\$	\$
53	Meats	Beef, Ground, 80/20, 8/5lb	25	\$	\$
54	Meats	Beef, Inside Round, 3/20lb Average	24	\$	\$
55	Meats	Beef, Liver, 40/4oz	4	\$	\$
56	Meats	Beef, Patties, 20/8oz	20	\$	\$
57	Meats	Beef, Ribeye, 8oz, 10lb cs	13	\$	\$
58	Meats	Chicken, 4 Piece, Breaded 12/14oz	6	\$	\$
59	Meats	Corned Beef, Raw, 2/8-10 lb average	6	\$	\$

ADJ09011 FOOD09 BID FORM

60	Meats	Pork Chops, Boneless, 6-8oz each, 10lb cs	30	\$	\$
61	Meats	Pork, Ribs, Whole, 25 lb	5	\$	\$
62	Meats	Turkey, Ground, Raw, 20 lb	5	\$	\$
63	Miscellaneous	Eggs, Fresh, Whole, 15dz	25	\$	\$
64	Miscellaneous	Taco Boats, 200 ct	5	\$	\$
65	Snack	Candy Bar, Milk Chocolate, 36 each	5	\$	\$
66	Spice/Seasoning	Basil, Ground, 16 oz	1	\$	\$
67	Spice/Seasoning	Clove, Whole, 16 oz	1	\$	\$
68	Spice/Seasoning	Garlic, Salt, 16 oz	1	\$	\$
69	Spice/Seasoning	Marjoram, 16 oz	1	\$	\$
70	Spice/Seasoning	Meat Tenderizer, 16 oz	1	\$	\$
71	Spice/Seasoning	Pepper, Black, Whole, 16 oz	1	\$	\$
72	Spice/Seasoning	Pepper, White, Ground, 16 oz	1	\$	\$
73	Vegetable, Canned	Tomatoes, Stewed, 6#10cn	13	\$	\$
74	Vegetable, Frozen	Beans, Italian, Flat, 12/2lb	10	\$	\$
75	Vegetable, Frozen	Broccoli, Chopped, 12/2lb	13	\$	\$
76	Vegetable, Frozen	Corn, Cobettes, Whole Kernel, 6" ear	5	\$	\$
77	Vegetable, Frozen	Onion Rings, Breaded, Oven Bakeable, 8/2lb box	5	\$	\$
78	Vegetable, Frozen	Parsnips, 12/2lb	5	\$	\$
79	Vegetable, Frozen	Succotash, 12/2lb	10	\$	\$

ADJ09011 FOOD09 BID FORM

80	Vegetable, Frozen	Sweet Potato French Fries, 6/3 lb bags	5	\$	\$
81	Vegetable, Frozen	Vegetable, Italian Blend, 12/2lb	13	\$	\$
82	Vegetable, Frozen	Vegetable, Winter Blend, 12/2lb	6	\$	\$
83	Vegetable, Frozen	Zucchini French Fries, 6/3 lb bags	5	\$	\$
<b>Grand Total:</b>					\$

# 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 Resident Vendor Preference, if applicable.

- 1. Application is made for 2.5% resident 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% resident 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% resident 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% resident 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% resident 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% resident 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.

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: \_\_\_\_\_ Signed: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

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

STATE OF WEST VIRGINIA  
Purchasing Division**PURCHASING AFFIDAVIT****VENDOR OWING A DEBT TO THE STATE:**

*West Virginia Code* §5A-3-10a provides that: 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 the debt owed is an amount greater than one thousand dollars in the aggregate.

**PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:**

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code*. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the *West Virginia Code* and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the *West Virginia Code* may take place before their work on the public improvement is begun.

**ANTITRUST:**

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

**LICENSING:**

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

**CONFIDENTIALITY:**

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.

Under penalty of law for false swearing (*West Virginia Code* §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

Vendor's Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_