



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

Solicitation

NUMBER
5712003

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ALAN CUMMINGS 304-558-2402

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DIVISION OF HIGHWAYS
 OFFICE SERVICES DIVISION
 BUILDING 5, ROOM A050
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0430 304-558-0408

DATE PRINTED
07/23/2012

BID OPENING DATE: 07/25/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	EA		015-15-28-001		
ADDENDUM NO.2 ISSUED TO CANCEL THE REQUISITION PER THE ATTACHED DOCUMENTATION. COLOR COPIER						
***** THIS IS THE END OF RFQ 5712003 ***** TOTAL:						

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

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

SOLICITATION NUMBER: 5712003
Addendum Number: 2

The purpose of this addendum is to modify the solicitation identified as 5712003 ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Description of Modification to Solicitation: Issued to cancel solicitation in its entirety, specifications will be revised and advertised at a later date.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

ATTACHMENT A

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: 5712003

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 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.

Company

Authorized Signature

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.
 Revised 6/8/2012

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number: 5712003

Date: 7/12/2012 10:00

Project Description: Copiers

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name:	<u>Bill Perry</u>
Firm Address:	<u>DOT</u>
Representative Attending:	<u>Bill</u>
Phone Number:	<u>304 558-9254</u>
Fax Number:	
Email Address:	

Firm Name:	<u>Arrows Products, Inc</u>
Firm Address:	<u>1041 8th Ave Htg WU 25701</u>
Representative Attending:	<u>MARK SALMONS</u>
Phone Number:	<u>304-522-7022</u>
Fax Number:	<u>304-525-3869</u>
Email Address:	<u>MARK.SALMONS@ARROWSPRODUCTS.COM</u>

Firm Name:	<u>DOT</u>
Firm Address:	<u>Building 5</u>
Representative Attending:	<u>Dusty Smith</u>
Phone Number:	<u>304-558-9398</u>
Fax Number:	
Email Address:	<u>dusty.j.smith@wv.gov</u>

Firm Name:	<u>Komax Business Systems</u>
Firm Address:	<u>500 D St. So. Charleston WV 25303</u>
Representative Attending:	<u>David Humphrey</u>
Phone Number:	<u>304-744-7440</u>
Fax Number:	<u>304-744-7450</u>
Email Address:	<u>dhumphrey@suddenlink.net</u>

Firm Name:	<u>Ricoh</u>
Firm Address:	<u>707 Virginia St Charleston, WV 25301</u>
Representative Attending:	<u>Fielding Moss</u>
Phone Number:	<u>(304) 347-2349</u>
Fax Number:	<u>(304) 342-4588</u>
Email Address:	<u>fielding.moss@ricoh-usa.com</u>

Firm Name:	
Firm Address:	
Representative Attending:	
Phone Number:	
Fax Number:	
Email Address:	