



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

Solicitation

NUMBER
AGR1305

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER 304-558-2316

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

DEPARTMENT OF AGRICULTURE
 FOOD DISTRIBUTION PROGRAM
 1 CEDAR LAKES DRIVE
 RIPLEY, WV
 25271 304-558-2221

DATE PRINTED
11/28/2012

BID OPENING DATE: 12/06/2012 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 2		
				THIS ADDENDUM IS ISSUED TO PROVIDE THE ATTACHED DOCUMENTATION AND EXTEND THE BID OPENING DATE & TIME.		
0001	1	LS		968-42		
				GENERAL CONSTRUCTION		
				***** THIS IS THE END OF RFQ AGR1305 ***** 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: AGR1305

Addendum Number: 02

The purpose of this addendum is to modify the solicitation identified as ("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:

Bid opening Date and Time Extended to: 12/06/2012 at 1:30 PM
Provide the revised Cost Sheet

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.

REQUEST FOR QUOTATION
[AGR1305] [16-Dock Style Garage Doors]

SPECIFICATIONS

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of WV Department of Agriculture-Food Distribution Program to establish a contract for the one time purchase of 16 dock- style garage doors.
2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
 - 2.1 “Desired Item” means 16 Dock-style garage doors (see attachment specifications).
 - 2.2 “Bid Evaluation Page” means the page upon which Vendor should list its proposed price for the Desired Items in the manner requested by thereon. The Desired Item is either included on the last page of this RFQ or attached hereto as Exhibit A.
 - 2.3 “RFQ” means the official RFQ published by the Purchasing Division and identified as AGR1305.
3. **GENERAL REQUIREMENTS:**
 - 3.1 **Mandatory Desired Item Requirements:** Desired Item must meet or exceed the mandatory requirements listed below.
 - **GENERAL SPECIFICATION FOR ALL ITEMS**
 - All equipment needed for the completion of installation of 14 doors must be supplied by vendor
 - All controls and wiring must be supplied and installed by vendor
 Vendor is responsible for removal of old doors.
 Agency is responsible for disposal of all old doors.
 All work to be done within 90 days of bid being awarded

Desired Item #1 / 11 – 8'2x8 white, insulated, row windows, vertical lift, manual operated
 Rails, springs, latches, rollers , pull rope, complete installed package
 ~FULL TWO-INCH THICK DOOR SECTIONS MIN.
 ~Two-sided steel design 26 gauge steel min. outside, 27 gauge steel min. inside
 and insulated with a R-Value of 17.54 min.
 Grooved Steel exterior and interior skins. INSTALLED, WEATHERSEAL INCLUDED

REQUEST FOR QUOTATION
[AGR1305] [16-Dock Style Garage Doors]

Desired Item #2/ 1 8'2X10 white, insulated, row windows, vertical lift, manual operated
 Rails, springs, latches, rollers , pull rope, complete installed package
 ~FULL TWO-INCH THICK DOOR SECTIONS MIN.
 ~ Two-sided steel design 26 gauge steel min. outside, 27 gauge steel min. inside
 and insulated with a R-Value of 17.54 min.
 Grooved Steel exterior and interior skins. INSTALLED, WEATHERSEAL INCLUDED

Desired Item #3/ 4 – 14'2X14 white, insulated, row windows, vertical lift, with Electric operator
 Rails, springs, latches, rollers , complete installed package
 ON TWO 14'2X14 DOORS IN BACK BUILDING (DOORS 1 & 2)
 TWO 14'2X14 DOORS AND ALL HARDWARE NEW IN BOX DELIVERED TO
 AGENCY (DOORS 3&4)
 ~FULL TWO-INCH THICK DOOR SECTIONS MIN
 ~ Two-sided steel design 26 gauge steel min. outside, 27 gauge steel min. inside
 and insulated with a R-Value of 17.54 min.
 Grooved Steel exterior and interior skins.
 DOOR & OPERATOR INSTALLED, WEATHERSEAL INCLUDED ON DOORS 1 & 2
 Door 1 – operator mounted on right side, 100 foot cable to breaker panel
 Door 2 – operator mounted on right side, 200 foot cable to breaker panel
 TO BE SUPPLIED NOT INSTALLED
 Door 3 – operator, motor and 140 foot cable
 Door 4 – operator, motor and 300 foot cable

4. CONTRACT AWARD:

4.1 Contract Award: The Contract is intended to provide Agencies with a purchase price for the Desired Items. The Contract shall be awarded to the Vendor that provides the Desired Items meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages.

4.2 Bid Evaluation Page: Vendor should complete the Bid Evaluation Page by providing total cost for completed provision of desired items per attached specifications. Vendor should complete the Bid Evaluation Page in full as failure to complete the Bid Evaluation Page in its entirety may result in Vendor's bid being disqualified.

Notwithstanding the foregoing, the Purchasing Division may correct errors as it deems appropriate. Vendor should type or electronically enter the information into the Bid Evaluation Page to prevent errors in the evaluation.

5. PAYMENT:

REQUEST FOR QUOTATION
[AGR1305] [16-Dock Style Garage Doors]

5.1 Payment: Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia. Methods of acceptable payment must include the West Virginia Purchasing Card. Payment in advance is not permitted under this Contract.

6. DELIVERY AND RETURN:

6.1 Shipment and Delivery: Vendor shall ship the Desired Items immediately after being awarded this Contract and receiving a purchase order or notice to proceed. Vendor shall deliver the Desired Items within Monday thru Friday 8:00am to 4:00 pm working days after receiving a purchase order or notice to proceed. Desired Items must be delivered to Agency at 4496 Cedar Lakes Road, Ripley, WV 25124.

6.2 Late Delivery: The Agency placing the order under this Contract must be notified in writing if the shipment of the Desired Items will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the Contract, and/or obtaining the Desired Items from a third party.

Any Agency seeking to obtain the Desired Items from a third party under this provision must first obtain approval of the Purchasing Division.

6.3 Delivery Payment/Risk of Loss: Vendor shall deliver the Desired Items F.O.B. destination to the Agency's location.

6.4 Return of Unacceptable Items: If the Agency deems the Desired Items to be unacceptable, the Desired Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.

6.5 Return Due to Agency Error: Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

COST SHEET

Quantity	Description	COST
1	To provide and perform complete installation of 14 Garage style Dock doors (labor & materials)	\$
1	To provide one 14'2X14 door delivered (not installed) must include all hardware(rails, latches, cables, springs, handles, motors, weather seals & 140 foot of wiring)	\$
1	To provide one 14'2X14 door delivered (not installed) must include all hardware(rails, latches, cables, springs, handles, motors, weather seals & 300 foot of wiring)	\$
TOTAL COST		\$

Any and all measurements, sizes, etc are the responsibility of the vendor.

ALL BIDS MUST INCLUDE ALL FEES FOR DELIVERY TO:

West Virginia Department of Agriculture
 Food Distribution Program
 4496 Cedar Lakes Drive
 Ripley, WV 25271

ADDENDUM

AGR1305

November 14, 2012

- All equipment needed for the completion of installation of 14 doors must be supplied by vendor
- All controls and wiring must be supplied for install on door 1&2 of the 14'2X14 doors and supplied for door 3&4 of the 14'2X14 doors
- Vendor is responsible for removal of old doors. Agency is responsible for disposal of all old doors.
- Only Two of the four 14'2X14 doors are to be installed
- No safety eyes on 14'2X14 doors
- Agency will take care of all alarm magnets on all doors
- All Hardware, TRACKS, DOOR PANELS, CABLES, SPRINGS, NUTS, BOLTS, WASHERS, WETHER STRIPING, OPERATORS and MOTORS, **EVERYTHING MUST BE SUPPLIED BY VENDOR**

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: AGR1305

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.

Company

Authorized Signature

Date

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