



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

Solicitation

NUMBER
DBSM141018

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
EVELYN MELTON
304-558-2306

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

SCHOOL FOR THE DEAF & BLIND
 RECEIVING DEPARTMENT

 301 EAST MAIN STREET
 ROMNEY, WV
 26757-1894 304-822-4810

DATE PRINTED
01/24/2014

BID OPENING DATE: 02/11/2014

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
ADDENDUM ISSUED:						
1. TO PROVIDE ANSWERS TO QUESTIONS REGARDING THE ABOVE SOLICITATION.						
2. TO PROVIDE VENDORS A REVISED PRICING PAGE. REVISED PRICING IS ATTACHED.						
3. TO PROVIDE ADDENDUM ACKNOWLEDGMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN THE DISQUALIFICATION OR YOUR BID.						
END OF ADDENDUM NO. 1						

SIGNATURE		TELEPHONE		DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE		

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



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BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		380-75		
	DAIRY PRODUCTS					
***** THIS IS THE END OF RFQ DBSM141018 ***** 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: DBSM141018
Addendum Number: 1

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:

1. To provide responses to Vendors' questions.
2. To provide a revised pricing page.
3. To provide Addendum Acknowledgment.

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 NO.1
QUESTIONS & ANSWERS – DBSM141018

1. I am working through your bid and have a question about quantities. Are those on a yearly basis or monthly and is that servings or cases?

A: The quantities are annual values. And the order amount is per unit as updated in the description of the pricing page.

2. Buttermilk, can you give me more information as to what you are ordering for this?

A: ½ Gallon.

3. What type of pack sizes are you looking for? Is juice 4 oz portions or 6 oz? Yogurt, what portions are you looking for?

A: 4 oz. for the juice and 4 oz. for the yogurt. Please see updated descriptions in the pricing page.

4. Also, could I get the pricing sheet in excel format?

A: Request pricing page in excel format from evelyn.p.melton@wv.gov

EXHIBIT A

PRICING PAGES FOR DBSM141018				
ITEM #	DESCRIPTION	ANNUAL QUANTITY (Estimated)	UNIT PRICE	EXTENDED PRICE
1	1 % White Milk, 1/2 Pint	30,000		
2	0% White Milk 1/2 Pint	30,000		
3	0% chocolate Milk 1/2 Pint	30,000		
4	0% Strawberry Milk 1/2 Pint	10,000		
5	0% White Milk Gallon	5,000		
6	1% White Milk Gallon	5,000		
7	Half-n-Half Quart	60		
8	Sour Cream, Regular 16 oz.	5,000		
9	Apple 100% Juice 4 oz.	10,000		
10	Grape 100% Juice 4 oz.	10,000		
11	Orange 100% Juice 4 oz.	10,000		
12	French Onion or Ranch Dip 16 oz.	1,000		
13	Assorted Yogurt 4 oz.	10,000		
14	Low Fat Cottage Cheese 5 lbs.	5,000		
15	Pressurized Whipped Cream 15 oz.	5,000		
16	Buttermilk 1/2 Gallon	50		
17	Assorted Fruit Drinks (Fruit Punch, Lime, Grape, Blue Raspberry, Orange, Pink Lemonade) Gallon	10,000		
18	Large Fresh Eggs, Dozen	15,000		
19	Assorted Low Fat Yogurt (NO Artificial Sweeteners) (Cherry, Strawberry, Blueberry) 4 oz.	50		
OVERALL TOTAL COST				

***Award will be made to the lowest overall total cost meeting all specifications

VENDOR NAME: _____

ADDRESS: _____

FAX #: _____

PHONE #: _____

E-MAIL ADDRESS: _____

REMIT TO ADDRESS: _____

SIGNATURE: _____

DATE: _____

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DBSM141018

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