



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

Solicitation

NUMBER
SEN013

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
GUY NISBET 304-558-8802

RFQ COPY
 TYPE NAME/ADDRESS HERE

VENDOR

SHIP TO

SENATE
 1900 KANAWHA BOULEVARD EAST
 BUILDING 1, ROOM 217
 CHARLESTON, WV
 25305

DATE PRINTED
08/19/2013

BID OPENING DATE: 08/28/2013 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 01		
				THIS ADDENDUM ISSUED TO PROVIDE AND PUBLISH THE ATTACHED INFORMATION TO THE VENDOR COMMUNITY.		
				1. VENDOR SUBMITTED QUESTIONS AND AGENCY RESPONSES.		
0001	1	LS		966-50		
				PRINTING, BOOKS		
				***** THIS IS THE END OF RFQ SEN013 ***** 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: SEN013
Addendum Number: 01

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:

Addendum for the publishing of the West Virginia Blue Book issued to publish and distribute the vendor submitted questions and agency responses to these questions.

No other changes.

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

SEN13
2013 WV Blue Book
Vendor submitted Questions and Agency response.

Q.1. Can the stock be supplied in sheets of 19x25 or 23x29 instead of rolls?

A.1. The paper stock must be supplied in rolls and is provided by the Clerk of the Senate.

Q.2. I cannot find the print specifications on this bid. I will need to know:

- Page size
- Number of pages
- Stock supplied
- What pages are black ink and what pages are color ink.
- Qty confirmation
- Etc.

A.2. It is estimated that the 2013 WV Blue Book will contain between 1,000 and 1,120.

The page size is 6x9 inches.

The Clerk of the Senate will provide the paper stick. The Vendor is responsible for the cover, the cardboard cartons, etc.

The entire text of the book is black ink, the photos are color.

The total number of books to be printed is 14,000.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: SEN013

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