



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at wvOASIS.gov. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at WVPurchasing.gov with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header @ 2

List View

General Information | Contact | Default Values | Discount | Document Information | Clarification Request

Procurement Folder: 1552050

Procurement Type: Central Contract - Fixed Amt

Vendor ID: 000000211218

Legal Name: INNOVATIVE BUSINESS SOLUTIONS

Alias/DBA: BRIAN LYNN BARTLETT

Total Bid: \$0.00

Response Date: 11/19/2024

Response Time: 11:32

Responded By User ID: innovatvebs

First Name: Brian

Last Name: Bartlett

Email: lbs@citynet.net

Phone: 304-628-3049

SO Doc Code: CRFQ

SO Dept: 0702

SO Doc ID: TAX2500000001

Published Date: 11/7/24

Close Date: 11/19/24

Close Time: 13:30

Status: Closed

Solicitation Description: Printing MV-1 Property Tax Adjustment Credit Schedule

Total of Header Attachments: 2

Total of All Attachments: 2



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

**State of West Virginia
 Solicitation Response**

Proc Folder: 1552050
Solicitation Description: Printing MV-1 Property Tax Adjustment Credit Schedule
Proc Type: Central Contract - Fixed Amt

Solicitation Closes	Solicitation Response	Version
2024-11-19 13:30	SR 0702 ESR11192400000003559	1

VENDOR
 000000211218
 INNOVATIVE BUSINESS SOLUTIONS

Solicitation Number: CRFQ 0702 TAX2500000001
Total Bid: 0
Response Date: 2024-11-19
Response Time: 11:32:41
Comments: Pricing provided on Exhibit A page per instructions

FOR INFORMATION CONTACT THE BUYER
 David H Pauline
 304-558-0067
 david.h.pauline@wv.gov

Vendor Signature X	FEIN#	DATE
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Printing MV-1 Property Tax Adjustment Credit Schedule	0.00000			0.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Commodity Line Comments: Pricing provided on Exhibit A page

Extended Description:

See attached Exhibit "A" Pricing Page to input pricing.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
2	Printing MV-1 Property Tax Adjustment Credit Envelopes	0.00000			0.00

Comm Code	Manufacturer	Specification	Model #
82121500			

Commodity Line Comments: Pricing provided on Exhibit A page

Extended Description:

See attached Exhibit "A" Pricing Page to input pricing.

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
3	Direct and Bulk Mailing MV-1	0.00000			0.00

Comm Code	Manufacturer	Specification	Model #
78102203			

Commodity Line Comments: Pricing provided on Exhibit A page

Extended Description:

See attached Exhibit "A" Pricing Page to input pricing.

Exhibit "A" Printing Page

Requirments	Estimated Amount	Price Per Unit	Total
MV-1 Motor Vehicle Property Tax Adjustment Credit Schedule	550,000		—
Printed Envelops for the MV-1			—
Bulk Mailing of MV-1			—
<i>Item 1, 2 and 3 combined unit price</i>	550,000	.58	\$319,000

\$319,000



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

State of West Virginia
 Centralized Request for Quote

Proc Folder: 1552050		Reason for Modification:	
Doc Description: Printing MV-1 Property Tax Adjustment Credit Schedule		Addendum No. 1	
Proc Type: Central Contract - Fixed Amt			
Date Issued	Solicitation Closes	Solicitation No	Version
2024-11-07	2024-11-19 13:30	CRFQ 0702 TAX2500000001	2


BID RECEIVING LOCATION

BID CLERK
 DEPARTMENT OF ADMINISTRATION
 PURCHASING DIVISION
 2019 WASHINGTON ST E
 CHARLESTON WV 25305
 US

VENDOR

Vendor Customer Code: 0211218
Vendor Name : INNOVATIVE BUSINESS SOLUTIONS
Address : 1224 BRUSHY FORK
Street :
City : CAIRO
State : WV **Country :** **Zip :** 26337
Principal Contact : BRIAN BARTLETT
Vendor Contact Phone: 304-628-3049 **Extension:**

FOR INFORMATION CONTACT THE BUYER
 David H Pauline
 304-558-0067
 david.h.pauline@wv.gov

Vendor Signature X  FEIN# 550785005 DATE 11-18-2024

All offers subject to all terms and conditions contained in this solicitation

ADDITIONAL INFORMATION

Addendum No. 1

To provide responses to the vendor technical questions, see attached.

Bid Opening remains November 19, 2024, at 1:30 pm., est.

No other changes.

INVOICE TO | **SHIP TO**

TAX DIVISION OF PO BOX 11748 CHARLESTON WV US	TAX DIVISION OF 1001 LEE STREET EAST CHARLESTON WV US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Printing MV-1 Property Tax Adjustment Credit Schedule	0.00000			

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description:
See attached Exhibit "A" Pricing Page to input pricing.

INVOICE TO | **SHIP TO**

TAX DIVISION OF PO BOX 11748 CHARLESTON WV US	TAX DIVISION OF 1001 LEE STREET EAST CHARLESTON WV US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Printing MV-1 Property Tax Adjustment Credit Envelopes	0.00000			

Comm Code	Manufacturer	Specification	Model #
82121500			

Extended Description:
See attached Exhibit "A" Pricing Page to input pricing.

INVOICE TO	SHIP TO
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TAX DIVISION OF PO BOX 11748 CHARLESTON WV US	TAX DIVISION OF 1001 LEE STREET EAST CHARLESTON WV US
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Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
3	Direct and Bulk Mailing MV-1 Combined line items 1,2 and 3 as on unit	550,000	Each	.58	\$ 319,000

Comm Code	Manufacturer	Specification	Model #
78102203		Price includes 2 sheets, envelope, printing, insertion, sealing and bulk mailing	

Extended Description:
 See attached Exhibit "A" Pricing Page to input pricing.

SCHEDULE OF EVENTS

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Vendor Technical Questions Due By 11:00 am., est.	2024-11-06

	Document Phase	Document Description	Page
TAX2500000001	Final	Printing MV-1 Property Tax Adjustment Credit Schedule	4

ADDITIONAL TERMS AND CONDITIONS

See attached document(s) for additional Terms and Conditions

Exhibit "A" Printing Page

Requirments	Estimated Amount	Price Per Unit	Total
MV-1 Motor Vehicle Property Tax Adjustment Credit Schedule	550,000		—
Printed Envelops for the MV-1			—
Bulk Mailing of MV-1			—
<i>Item 1, 2 and 3 combined unit price</i>	550,000	.58	\$319,000

\$319,000

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: CRFQ TAX2500000001

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 checked="" 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.

Innovative Business Solutions

Company

Brian Bouthitt

Authorized Signature

11-18-2024

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

DESIGNATED CONTACT: Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

(Printed Name and Title) Brian Bartlett, President
(Address) 1224 Brushy Fork, Cairo, WV 26337
(Phone Number) / (Fax Number) 304-628-3049 / 304-628-3051
(email address) ibs@citynet.net

CERTIFICATION AND SIGNATURE: By signing below, or submitting documentation through wvOASIS, I certify that: I have reviewed this Solicitation/Contract in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation/Contract for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that this bid or offer was made without prior understanding, agreement, or connection with any entity submitting a bid or offer for the same material, supplies, equipment or services; that this bid or offer is in all respects fair and without collusion or fraud; that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; that I am authorized by the Vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on Vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law; and that pursuant to W. Va. Code 5A-3-63, the entity entering into this contract is prohibited from engaging in a boycott against Israel.

Innovative Business Solutions
(Company)
Brian Bartlett
(Signature of Authorized Representative)
Brian Bartlett, President 11/18/2024
(Printed Name and Title of Authorized Representative) (Date)
304-628-3049 / 304-628-3051
(Phone Number) (Fax Number)
ibs@citynet.net
(Email Address)

REQUEST FOR QUOTATION - CRFQ TAX25*01
**Printing and Distribution of MV-1 Motor Vehicle Property
Tax Adjustment Credit schedule**

7.2 The following remedies shall be available to the Agency upon default.

7.2.1 Immediate cancellation of the Contract.

7.2.2 Immediate cancellation of one or more release orders issued under this Contract.

7.2.3 Any other remedies available in law or equity.

8. MISCELLANEOUS:

8.1 No Substitutions: Vendor shall supply only Contract Items submitted in response to the Solicitation unless a contract modification is approved in accordance with the provisions contained in this Contract.

8.2 Vendor Supply: Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

8.3 Reports: Vendor shall provide a summary report to the Agency showing the supplies purchased, quantities of supplies purchased, and total dollar value of the supplies purchased. Vendor shall also provide the number of letters mailed, and the total cost of postage associated with mailing those letters. Failure to supply such reports may be grounds for cancellation of this Contract.

8.4 Contract Manager: During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

Contract Manager: Brian Bartlett
Telephone Number: 304-628-3049
Fax Number: 304-628-3051
Email Address: ibs@citynet.net