



INVITATION TO BID NO: 10-X-2211489

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING

REQ. AGENCY : 019000
DEPARTMENT OF REVENUE
AGENCY REQ. NO. : 078327
T-NUMBER : TA687
DATE ISSUED : 10/29/09
VENDOR NO. :
VENDOR PHONE NO. :
SNAP REQ. NO. : 1427695
BUYER NAME : JANNA WICKHAM

INVITATION TO BID

FOR: GENERAL OFFICE SUPPLIES

BUYER PHONE NO. : (334) 242-4288-
PURCHASING PHONE NO: (334) 242-7250

BID MUST BE RECEIVED BEFORE:
DATE: 11/18/09 TIME: 5:00 PM

BIDS WILL BE PUBLICLY OPENED:
DATE: 11/19/09 TIME: 10:00 AM

TO BE COMPLETED BY VENDOR

INFORMATION IN THIS SECTION SHOULD BE PROVIDED, AS APPROPRIATE. BID RESPONSE MUST BE IN INK OR TYPED WITH ORIGINAL SIGNATURE AND NOTARIZATION.

1. DELIVERY: CAN BE MADE _____ DAYS OR _____ WEEKS AFTER RECEIPT OF ORDER
2. TERMS: _____(DISCOUNTS ARE TAKEN WITHOUT REGARD TO DATE OF PAYMENT.)
3. PRICE VALID FOR ACCEPTANCE WITHIN _____ DAYS.
4. VENDOR QUOTATION REFERENCE NUMBER, IF ANY: _____
(THIS NUMBER WILL APPEAR ON THE PURCHASE ORDER.)
5. E-MAIL ADDRESS: _____
INTERNET WEBSITE: _____
6. GENERAL CONTRACTOR'S LICENSE NO: _____
TYPE OF G.C. LICENSE: _____

***** IMPORTANT NOTE: *****

BIDDERS MUST COMPLY WITH ALL "BID RESPONSE INSTRUCTIONS" ON PAGE 2, TO INCLUDE ITEM 7 - COPY REQUIREMENT.

RETURN INVITATION TO BID:

US MAIL

COURIER

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING
P O BOX 302620
MONTGOMERY, AL 36130-2620

STATE OF ALABAMA
DIVISION OF PURCHASING
RSA UNION BUILDING
100 N. UNION ST., SUITE 192
MONTGOMERY, AL 36104

SIGNATURE AND NOTARIZATION REQUIRED

I HAVE READ THE ENTIRE BID AND AGREE TO FURNISH EACH ITEM OFFERED AT THE PRICE QUOTED. I HERBY AFFIRM I HAVE NOT BEEN IN ANY AGREEMENT OR COLLUSION AMONG BIDDERS IN RESTRAINT OF FREEDOM OF COMPETITION BY AGREEMENT TO BID AT A FIXED PRICE OR TO REFRAIN FROM BIDDING.

SWORN TO AND

FEIN OR SSN

AUTHORIZED SIGNATURE (INK)

SUBSCRIBED BEFORE ME THIS

COMPANY NAME

TYPE/PRINT AUTHORIZED NAME

_____ DAY OF _____

MAIL ADDRESS

TITLE

NOTARY PUBLIC

CITY, STATE, ZIP

TOLL FREE NUMBER

TERM EXP: _____

PHONE INCLUDING AREA CODE

FAX NUMBER

STANDARD TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2211489 PAGE 2
OPEN DATE : 11/19/09 TIME: 10:00 AM
T-NUMBER : TA687
RETURN DATE: 11/18/09 TIME: 5:00 PM

INVITATION TO BID

AUTHORITY:

THE DEPARTMENT OF FINANCE CODE OF ADMINISTRATIVE PROCEDURE, CHAPTER 355-4-1 EFFECTIVE DECEMBER 20, 2001 IS INCORPORATED BY REFERENCE AND MADE A PART OF THIS DOCUMENT. TO RECEIVE A COPY CALL (334)242-7250, OR OUR WEBSITE WWW.PURCHASING.ALABAMA.GOV .

INFORMATION AND ASSISTANCE TO MINORITY BUSINESSES IN THE TECHNICAL COMPLETION OF REQUIRED FORMS MAY BE OBTAINED FROM THE OFFICE OF MINORITY BUSINESS ENTERPRISE, 1-800-447-4191.

BID (ITB) RESPONSE INSTRUCTIONS REV: 09/18/09

1. TO SUBMIT A RESPONSIVE BID, READ THESE INSTRUCTIONS, ALL TERMS, CONDITIONS AND SPECIFICATIONS.
2. BID ENVELOPES/PACKAGES/BOXES MUST BE IDENTIFIED ON FRONT, PREFERABLY LOWER LEFT CORNER AND BE VISIBLE WITH THE BID NUMBER AND OPENING DATE. EACH INDIVIDUAL BID (IDENTIFIED BY A UNIQUE BID NUMBER) MUST BE SUBMITTED IN A SEPARATE ENVELOPE. RESPONSES TO MULTIPLE BID NUMBERS SUBMITTED IN THE SAME ENVELOPE/COURIER PACKAGE, THAT ARE NOT IN SEPARATE ENVELOPES PROPERLY IDENTIFIED, WILL BE REJECTED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR LATE BIDS FOR ANY REASON INCLUDING THOSE DUE TO POSTAL, OR COURIER SERVICE. BID RESPONSES MUST BE IN THE DIVISION OF PURCHASING OFFICE PRIOR TO THE "RECEIVE DATE AND TIME" INDICATED ON THE BID.
3. BID RESPONSES (PAGE 1, PRICE SHEET AND ADDENDUMS (WHEN SIGNATURE IS REQUIRED)) MUST BE IN INK OR TYPED ON THIS DOCUMENT. OR EXACT FORMAT WITH SIGNATURES BEING HANDWRITTEN ORIGINALS IN INK (PERSON SIGNING BID, NOTARY, AND NOTARY EXPIRATION), OR THE BID WILL BE REJECTED. UNLESS INDICATED IN THE BID, ALL PRICE PAGES MUST BE COMPLETED AND RETURNED. IF AN ITEM IS NOT BEING BID, IDENTIFY IT AS NB (NO-BID). PAGES SHOULD BE SECURED. THE DIVISION OF PURCHASING DOES NOT ASSUME RESPONSIBILITY FOR MISSING PAGES. FAXED BID RESPONSES WILL NOT BE ACCEPTED.
4. THE UNIT PRICE ALWAYS GOVERNS REGARDLESS OF THE EXTENDED AMOUNT. A UNIT PRICE CHANGE ON A LINE MUST BE INITIALED BY THE PERSON SIGNING THE BID, OR THAT LINE WILL BE REJECTED. THIS INCLUDES A CROSS-OUT, STRIKE-OVER, INK-OVER, WHITE-OUT, ERASURE, OR ANY OTHER METHOD CHANGING THE PRICE.
5. A "NO BID" MUST BE RETURNED TO REMAIN ON A CLASS/SUBCLASS. RETURN PAGE 1 OR NOTIFICATION PAGE MARKED "NO-BID". IDENTIFY IT ON THE ENVELOPE AS A "NO-BID". FAILING TO RESPOND TO 3 ITB'S WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. RESPONDING WITH 6 "NO-BIDS" WITHIN THE SAME CLASS/SUBCLASS WILL AUTOMATICALLY PURGE THE VENDOR FROM THAT CLASS/SUBCLASS. A "NO-BID" RECEIVED LATE IS CONSIDERED A NO RESPONSE.
6. THE DIVISION OF PURCHASING IS NOT RESPONSIBLE FOR MISINTERPRETATION OF DATA FAXED FROM THIS OFFICE.
7. THE DIVISION OF PURCHASING REQUIRES AN ORIGINAL AND A MINIMUM OF ONE COMPLETE EXACT COPY (TO INCLUDE SIGNATURE AND NOTARY) OF THE INVITATION-TO-BID RESPONSE. THE ORIGINAL AND THE COPY SHOULD BE SUBMITTED TOGETHER AS A BID PACKAGE. FAILURE TO MARK RESPONSES AS "ORIGINAL" AND/OR "COPY" COULD RESULT IN THE ENTIRE BID RESPONSE BEING REJECTED.
8. AN IMPROPERLY SUBMITTED BID, LATE BID, OR BID THAT IS CANCELLED ON OR BEFORE THE OPENING DATE WILL BE HELD FOR 90 DAYS AND THEN DESTROYED. THE BID MUST BE RETRIEVED DURING REGULAR WORK HOURS, MONDAY - FRIDAY, EXCEPT STATE HOLIDAYS. AFTER THE BID IS DESTROYED, THE DIVISION OF PURCHASING ASSUMES NO RESPONSIBILITY FOR THE DOCUMENT.

DISQUALIFIED/CANCELLED BID

BIDS THAT ARE IMPROPERLY SUBMITTED OR RECEIVED LATE WILL BE A RESPONSE FOR RECORD, BUT WILL NOT BE RETURNED OR A NOTIFICATION MAILED.

THE FOLLOWING IS A PARTIAL LIST WHEREBY A BID RESPONSE WILL BE DISQUALIFIED:

- BID NUMBER NOT ON FACE OF ENVELOPE/COURIER PACKAGE/BOX
- RESPONSES TO MULTIPLE BID NUMBERS IN SAME ENVELOPE NOT PROPERLY IDENTIFIED
- BID RECEIVED LATE
- BID NOT SIGNED/NOT ORIGINAL SIGNATURE
- BID NOT NOTARIZED/NOT ORIGINAL SIGNATURE OF NOTARY AND/OR NO NOTARY EXPIRATION
- NOTARIZED OWN SIGNATURE
- REQUIRED INFORMATION NOT SUBMITTED WITH BID
- FAILURE TO SUBMIT THE ORIGINAL BID AND A COMPLETE EXACT COPY

CERTIFICATION PURSUANT TO ACT NO. 2006-557

ALABAMA LAW (SECTION 41-4-116, CODE OF ALABAMA 1975) PROVIDES THAT EVERY BID SUBMITTED AND CONTRACT EXECUTED SHALL CONTAIN A CERTIFICATION THAT THE VENDOR, CONTRACTOR, AND ALL OF ITS AFFILIATES THAT MAKE SALES FOR DELIVERY INTO ALABAMA OR LEASES FOR USE IN ALABAMA ARE REGISTERED, COLLECTING, AND REMITTING ALABAMA STATE AND LOCAL SALES, USE, AND/OR LEASE TAX ON ALL TAXABLE SALES AND LEASES INTO ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEARBY CERTIFYING THAT THEY ARE IN FULL COMPLIANCE WITH ACT NO. 2006-557, THEY ARE NOT BARRED FROM BIDDING OR ENTERING INTO A CONTRACT PURSUANT TO 41-4-116, AND ACKNOWLEDGES THAT THE AWARDING AUTHORITY MAY DECLARE THE CONTRACT VOID IF THE CERTIFICATION IS FALSE.

SPECIAL TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2211489
OPEN DATE : 11/19/09 TIME: 10:00 AM
T-NUMBER : TA687
RETURN DATE: 11/18/09 TIME: 5:00 PM

PAGE 3

INVITATION TO BID

INTENT TO AWARD

EFFECTIVE MAY 1, 2008, THE STATE OF ALABAMA - DIVISION OF PURCHASING WILL ISSUE AN 'INTENT TO AWARD' BEFORE A FINAL AWARD IS MADE. THE 'INTENT TO AWARD' WILL CONTINUE FOR A PERIOD OF FIVE (5) CALENDAR DAYS, AFTER WHICH A PURCHASE ORDER WILL BE PRODUCED. UPON FINAL AWARD, ALL RIGHTS TO PROTEST ARE FORFEITED. A DETAILED EXPLANATION OF THIS PROCESS MAY BE REVIEWED IN THE ALABAMA ADMINISTRATIVE CODE - CHAPTER 355-4-1(14).

ALTERNATE BID RESPONSE

UNLESS STATED ELSEWHERE IN THIS INVITATION-TO-BID (ITB) THE STATE OF ALABAMA WILL ACCEPT AND EVALUATE ALTERNATE BID SUBMITTALS ON ANY ITB'S. ALTERNATE BID RESPONSES WILL BE EVALUATED ACCORDING TO THE REQUIREMENTS AS ALL OTHER RESPONSES TO THIS ITB.

INTERNET WEBSITE LINK'S

INTERNET AND/OR WEBSITE LINKS WILL NOT BE ACCEPTED IN BID RESPONSES AS A MEANS TO SUPPLY ANY REQUIREMENTS STATED IN THIS ITB (INVITATION-TO-BID).

PRODUCT DELIVERY, RECEIVING AND ACCEPTANCE

IN ACCORDANCE WITH THE UNIVERSAL COMMERCE CODE (CODE OF ALABAMA, TITLE 7), AFTER DELIVERY, THE STATE OF ALABAMA HAS THE RIGHT TO INSPECT ALL PRODUCTS BEFORE ACCEPTING. THE STATE WILL INSPECT PRODUCTS IN A REASONABLE TIMEFRAME. SIGNATURE ON A DELIVERY DOCUMENT DOES NOT CONSTITUTE ACCEPTANCE BY THE STATE. THE STATE WILL ACCEPT PRODUCTS ONLY AFTER SATISFACTORY INSPECTION.

SALES TAX EXEMPTION

PURSUANT TO THE CODE OF ALABAMA, 1975, TITLE 40-23-4 (A) (11), THE STATE OF ALABAMA IS EXEMPT FROM PAYING SALES TAX. AN EXEMPTION LETTER WILL BE FURNISHED UPON REQUEST.

INVOICES

INQUIRIES CONCERNING PAYMENT AFTER INVOICES HAVE BEEN SUBMITTED ARE TO BE DIRECTED TO THE RECEIVING AGENCY, NOT THE DIVISION OF PURCHASING

BID RESPONSES AND BID RESULTS

UNEVALUATED BID RESPONSES (NOT BID RESULTS) ARE AVAILABLE ON OUR WEB SITE AT WWW.PURCHASING.ALABAMA.GOV. BID RESULTS WILL BE MADE AVAILABLE FOR REVIEW IN THE DIVISION OF PURCHASING OFFICE, BUT ONLY AFTER THE BID HAS BEEN AWARDED. WE DO NOT FAX OR MAIL COPIES OF BID RESULTS. IF A VENDOR WISHES TO REVIEW BID RESULTS IN OUR OFFICE, THEY SHOULD FAX THEIR REQUEST TO REVIEW THE BID TWO DAYS IN ADVANCE TO THE "BID REVIEW CLERK" AT (334) 242-4419. BE SURE TO REFERENCE THE BID NUMBER.

FOREIGN CORPORATION - CERTIFICATE OF AUTHORITY

ALABAMA LAW PROVIDES THAT A FOREIGN CORPORATION (AN OUT-OF-STATE COMPANY/FIRM) MAY NOT TRANSACT BUSINESS IN THE STATE OF ALABAMA UNTIL IT OBTAINS A CERTIFICATE OF AUTHORITY FROM THE SECRETARY OF STATE. SECTION 10-2B-15.01, CODE OF ALABAMA 1975. TO OBTAIN FORMS FOR A CERTIFICATE OF AUTHORITY, CONTACT THE SECRETARY OF STATE, CORPORATIONS DIVISION, (334) 242-5324. THE CERTIFICATE OF AUTHORITY DOES NOT KEEP THE VENDOR FROM SUBMITTING A BID.

BID IDENTIFICATION

REFERENCE PAGE 2, ITEM 2. DUE TO THE POSTAL SERVICE PUTTING BAR CODE LABELS ON ENVELOPES, IT CONCEALS THE BID NUMBER AND DATE IF THE VENDOR HAS WRITTEN THEM OTHER THAN THE LOWER LEFT CORNER, THEREFORE THE BID WOULD BE REJECTED FOR NOT BEING PROPERLY IDENTIFIED.

SPECIAL TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2211489
OPEN DATE : 11/19/09 TIME: 10:00 AM
T-NUMBER : TA687
RETURN DATE: 11/18/09 TIME: 5:00 PM

PAGE 4

INVITATION TO BID

PURPOSE:

THE PURPOSE OF THIS ITB IS TO ADD NEEDED OFFICE SUPPLIES ITEMS TO THE CONTRACT THAT THE DEPARTMENT OF REVENUE HAS ALREADY IN PLACE. THIS CONTRACT IS STRICKLY FOR USE OF THE ALABAMA DEPARTMENT OF REVENUE.

AWARD:

AWARD WILL BE BY INDIVIDUAL ITEM, OR GROUPS OF ITEMS (IF INDICATED) TO THE LOWEST RESPONSIBLE BIDDER MEETING ALL SPECIFICATIONS.

ASSIGNMENT OF CONTRACT:

TO ASSIGN, SUBLET OR TRANSFER ANY CONTRACT RESULTING FROM THIS SOLICITATION, THE VENDOR'S WRITTEN REQUEST MUST BE APPROVED BY THE STATE PURCHASING DIRECTOR.

FREIGHT:

BID IS F.O.B. DESTINATION. ANY FREIGHT CHARGES MUST BE INCLUDED IN THE BID PRICES. FREIGHT MUST NOT BE SHOWN SEPARATELY ON THE ITB OR INVOICES.

CONTRACT PERIOD:

ESTABLISH A 12 MONTH CONTRACT WITH AN OPTION TO EXTEND FOR A SECOND, THIRD, FOURTH, AND FIFTH 12 MONTH PERIOD WITH THE SAME PRICING, TERMS AND CONDITIONS. THE SECOND, THIRD, FOURTH, OR FIFTH 12 MONTH PERIOD, IF AGREED BY BOTH PARTIES, WOULD BEGIN THE DAY AFTER THE FIRST, SECOND, THIRD, OR FOURTH 12 MONTH PERIOD EXPIRES. ANY SUCCESSIVE EXTENSION MUST HAVE WRITTEN APPROVAL OF BOTH THE STATE AND VENDOR NO LATER THAN 30 DAYS PRIOR TO EXPIRATION OF THE PREVIOUS 12 MONTH PERIOD.

THIS CONTRACT IS AN ADDITION TO THE TA687 OFFICE SUPPLIES CONTRACT ALREADY IN PLACE AND WILL RUN CONTERMINOUS WITH THAT CONTRACT.

NON-APPROPRIATION OF FUNDS:

CONTINUATION OF ANY AGREEMENT BETWEEN THE STATE AND A BIDDER BEYOND A FISCAL YEAR IS CONTINGENT UPON CONTINUED LEGISLATIVE APPROPRIATION OF FUNDS FOR THE PURPOSE OF THIS BID AND ANY RESULTING AGREEMENT. NON-AVAILABILITY OF FUNDS AT ANY TIME SHALL CAUSE ANY AGREEMENT TO BECOME VOID AND UNENFORCEABLE AND NO LIQUIDATED DAMAGES SHALL ACCRUE TO THE STATE AS A RESULT. THE STATE WILL NOT INCUR LIABILITY BEYOND THE PAYMENT OF ACCRUED AGREEMENT PAYMENT.

PRORATION:

ANY PROVISION OF A CONTRACT RESULTING FROM THIS BID TO THE CONTRARY NOTWITHSTANDING, IN THE EVENT OF FAILURE OF THE STATE TO MAKE PAYMENT HEREUNDER AS A RESULT OF PARTIAL UNAVAILABILITY, AT THE TIME SUCH PAYMENT IS DUE, OF SUCH SUFFICIENT REVENUES OF THE STATE TO MAKE SUCH PAYMENT (PRORATION OF APPROPRIATED FUNDS FOR THE STATE HAVING BEEN DECLARED BY THE GOVERNOR PURSUANT TO SECTION 41-4-90 OF THE CODE OF ALABAMA 1975), THE CONTRACTOR SHALL HAVE THE OPTION, IN ADDITION TO THE OTHER REMEDIES OF THE CONTRACT, OF RENEGOTIATING THE CONTRACT (EXTENDING OR CHANGING PAYMENT TERMS OR AMOUNTS) OR TERMINATING THE CONTRACT.

MATERIALS, SUPPLIES OR EQUIPMENT:

ALL MATERIALS, SUPPLIES OR EQUIPMENT BEING BID AND DELIVERED TO THE STATE SHALL BE NEW, UNUSED, OF RECENT MANUFACTURE, FIRST CLASS IN EVERY RESPECT, AND SUITABLE FOR THEIR INTENDED PURPOSE.

REQUESTED INFORMATION:

ANY ADDITIONAL INFORMATION REQUESTED FROM A VENDOR MUST BE FURNISHED WITHIN FIVE (5) DAYS FROM RECEIPT OF REQUEST.

SPECIAL TERMS & CONDITIONS

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2211489
OPEN DATE : 11/19/09 TIME: 10:00 AM
T-NUMBER : TA687
RETURN DATE: 11/18/09 TIME: 5:00 PM

PAGE 5

INVITATION TO BID

QUANTITY:

ESTIMATED ANNUAL QUANTITIES HAVE BEEN PROVIDED FOR EACH LINE. THESE QUANTITIES ARE ESTIMATED ONLY AND THE STATE DOES NOT GUARANTEE ANY CERTAIN QUANTITY TO BE PURCHASED. MINIMUM ORDER QUANTITIES WILL BE AS SPECIFIED FOR EACH LINE.

SAMPLES:

VENDORS MAY BE REQUIRED TO SUBMIT SAMPLES WHEN BIDDING ALTERNATES.

INDIVIDUAL SAMPLES SHOULD BE LABELED WITH VENDOR'S NAME, BID NUMBER, LINE NUMBER, MANUFACTURER'S NAME AND MODEL NUMBER. SAMPLES, IF REQUESTED, MUST BE PROVIDED AT NO ADDITIONAL CHARGE TO THE STATE, WITHIN 7 CALENDAR DAYS FROM DATE OF REQUEST.

SAMPLES NOT DESTROYED DURING THE EVALUATION WILL BE RETURNED TO THE VENDOR, PROVIDED THE VENDOR REQUESTS THEIR RETURN IN WRITING WITHIN 30 DAYS AFTER BID AWARD AND PROVIDED THAT THE VENDOR PROVIDES A METHOD FOR THEIR RETURN. THE STATE WILL NOT PAY ANY SHIPPING COSTS FOR THE RETURN OF SAMPLES.

SAMPLES NOT REQUESTED FOR RETURN WILL BE DISPOSED OF AT THE STATE'S DISCRETION.

ATTACHMENTS

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2211489
OPEN DATE : 11/19/09 TIME: 10:00 AM
T-NUMBER : TA687
RETURN DATE: 11/18/09 TIME: 5:00 PM

PAGE 6

INVITATION TO BID

IMPORTANT INFORMATION

IT IS THE RESPONSIBILITY OF THE BIDDING VENDORS TO READ THIS ENTIRE ITB DOCUMENT AND TO COMPLY WITH ALL INSTRUCTIONS AND TERMS AND CONDITIONS.

ALL BIDDERS MUST SUBMIT AN ORIGINAL AND A MINIMUM OF ONE EXACT, COMPLETE COPY, AS PER INSTRUCTIONS ON PAGE 2 OF THE ITB. FAILURE TO FOLLOW THIS INSTRUCTION WILL RESULT IN REJECTION OF YOUR BID.

PAY CAREFUL ATTENTION TO THE UNITS OF MEASURE (I.E. "EACH", "SET", "CASE", ETC.) AND BID ACCORDINGLY. UNITS OF MEASURE MUST NOT BE CHANGED.

THE MFR/MODEL INFORMATION MUST BE COMPLETED ON EACH LINE BEING BID, EVEN IF BIDDING THE RECOMMENDED MFR/MODEL. FAILURE TO COMPLETE THIS INFORMATION WILL RESULT IN LINE REJECTION.

FOR SPECIFICATION QUESTIONS, CONTACT THE AGENCY:
CHARLES LOWE @ (334) 242-9682 OR CHARLES.LOWE@REVENUE.ALABAMA.GOV

FOR PROCEDURAL QUESTIONS, CONTACT THE BUYER @ STATE PURCHASING:
JANNA WICKHAM @ 334-242-4288 OR JANNA.WICKHAM@PURCHASING.ALABAMA.GOV

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -
 ITB NO. : 10-X-2211489
 OPEN DATE : 11/19/09 TIME: 10:00 AM
 T-NUMBER : TA687
 RETURN DATE: 11/18/09 TIME: 5:00 PM

INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
UNLESS SPECIFIED OTHERWISE BELOW: SHIP TO: 019000 / REVW00 DEPARTMENT OF REVENUE FINANCIAL OPERATIONS - SUPPLY ROOM 1324 GORDON PERSONS BLDG 50 NORTH RIPLEY ST MONTGOMERY AL 36104					
00001	COMMODITY CODE: 615-71-031526 FASTENERS, PAPER PRONG TYPE 2" CAPACITY 16% THICKER STEEL. MATTE FURNISH. NO SHARP EDGES. COMPLETE WITH PRONG BASE AND COMPRESSOR. C TO C - 2 3/4 CAPACITY - 1" MINIMUM ORDER 40 EA MFR: _____ MODEL: _____ ACCO NO. 70012 OR EQUAL	1	BOX	_____	_____
00003	COMMODITY CODE: 615-33-030445 FILE INDEXED EXPANDABLE DELUXE SORTER HOLES IN CENTER OF DIVIDER TO LET YOU SEE IF SECTIONS CONTAINS PAPER. REINFORCED INDEX TABS ARE PRINTED ON BOTH SIDES. EACH SECTION EXPANDS TO 1-3/8" COLOR - BLUE; INDEX TABS 1-31 LETTER SIZE MINIMUM ORDER 250 PACKS MFR: _____ MODEL: _____ SMEAD #89234 ONLY NO SUBSTITUTES	1	EACH	_____	_____
00005	COMMODITY CODE: 080-25-074617 BADGE REEL, TRANSLUCENT. ID CARD REEL WITH BELT CLIP IN AN ASSORTMENTS OF TRANSLUCENT COLORS: ONE EACH RED, BLUE CLEAR AND PURPLE 4 EACH/PACK MINIMUM ORDER 50 MFR: _____ MODEL: _____ ANVANTUS #75464 NO EXCEPTIONS	1	PK	_____	_____
00006	COMMODITY CODE: 615-88-031775 DISPENSER TAPE WEIGHTED, HEAVY DUTY 3" CORE FEATURES A PERMANENT CORE THAT WILL NOT GET LOST OR ACCIDENTALLY DISCARDED. ALLOWS FOR ONE-HAND DISPENSING; FOR TAPE UP TO 1" WIDE COLOR-PUTTY/BROWN MINIMUM ORDER 5 EA MFR: _____ MODEL: _____ MMM-C25 OR EQUAL	1	EACH	_____	_____
00007	COMMODITY CODE: 615-88-031792 DISPENSER, TAPE SEALING FOR ONE HAND DISPENSING APPLY TAPE END, ROLL ACROSS ARTON, TILT AND CUTS. ADJUSTABLE TENTION	1	EACH	_____	_____
PAGE TOTAL					_____

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -
ITB NO. : 10-X-2211489
OPEN DATE : 11/19/09 TIME: 10:00 AM
T-NUMBER : TA687
RETURN DATE: 11/18/09 TIME: 5:00 PM

PAGE 8

INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	BRAKE CONTRAL TAPE UNWIND. TAPE GUIDE FLIPS DOWN FOR QUICK RELOADING FOR BOX SEALING TAPE UP TO 110 YARDS LONG. METAL AND PLASTIC CONSTRUCTION. FOR TAPE UP TO 2" WIDE COLOR: BLACK/RED; 3" CORE MINIMUM ORDER 8 EACH MFR: _____ MODEL: _____ UNIVERSAL # UNV-8800 OR EQUAL				
00008	COMMODITY CODE: 615-41-030623 FOLDERS, REDROPE EXTRA-WIDE EXPANDING WALLET WITH ELASTIC CORD. TOP TAB FILE FOLDER FITS WITHOUT BULGING SIDE GUESSETS. 5 1/2" EXPANSION. FULLY LINED TYVEK GUESSETS. 10 EACH PER BOX. COLOR: REDROPE. SIZE: 15 3/8" X 10" MINIMUM ORDER OF 50 EA MFR: _____ MODEL: _____ SMEAD # SMD-71189 ONLY NO SUBSTITUTES	1	EA		
00009	COMMODITY CODE: 615-79-031641 RULER, ACRYLIC FLEXIBLE CLEAR. END HAVE EXTRA MARGIN FOR STANDARD STOP AND PLUMB LINES TO AID IN CHECKING RIGHT ANGLE. BEVELED EDGES. HANG UP HOLE. LENGTH: 18" SCALE: 1/16" METRIC MINIMUM ORDER 12 EACH MFR. _____ MODEL: _____ WESTCOTT ACM 10564 OR EQUAL	1	EACH		
00010	COMMODITY CODE: 435-70-058359 SOAP DIAL, ANTIBACTERIAL LIQUID. KILLS A BROAD SPECTRUM OF BACTERIA AND YEASTS. CONTAINS EMOLLIENTS AND SKIN CONDITIONER TO ENSURE MILDNESS EVEN WITH FREQUENT WASHING. 7.5 OZ PUMP BOTTLE. 12 BOTTLES PER CASE. MINIMUM ORDER 144 BOTTLES MFR: _____ MODEL: _____ DIAL #80790 ONLY	1	BTL		
00011	COMMODITY CODE: 205-45-054198 SURGE PROTECTOR, 6 OUTLETS, 15 AMP SAFETY CIRCUIT BREAKER, OFFERS OVERLOAD PROTECTION. NOISE REDUCTION FROM 40 TO 52DB. LED SURGE AND WIRING INDICATOR LIGHT ASSURES YOUR EQUIPMENT IS FUNCTION PROPERLY. UL/CUL LISTED MANUFACTURER'S LIMITED LIFETIME WARRANTY SIX OUTLETS; 450 JOULES; CORD LENGTH- 15 FT; PLATINUM COLOR; \$10,000 CONNECTED EQUIPMENT WARRANTY. MINIMUM ORDER 48 EACH	1	EACH		
PAGE TOTAL					

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -
 ITB NO. : 10-X-2211489
 OPEN DATE : 11/19/09 TIME: 10:00 AM
 T-NUMBER : TA687
 RETURN DATE: 11/18/09 TIME: 5:00 PM

INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	MFR: _____ MODEL: _____ FELLOWS #99036 OR EQUAL				
00012	COMMODITY CODE: 840-70-088459 DVR+R RECORDABLE MEDIA SPINDLE, 4.7GB 120 MINUTES, 16X, 25/SPINDLE. DVD+R DISCS HOLDS UP TO 4.7GB OF DATA-MORE THAN 6 TIMES THE STORAGE CAPACITY OF STANDARD CD AND UP TO 120 MINUTES OF HIGH-QUALITY VIDEO. RECORDABLE ON DVR+R DRIVE. 25/SPINDLE BRAND: IMATION MODEL: 17194 OR EQUAL MINIMUM ORDER 20 PACKS	1	PK	_____	_____
	MFR: _____ MODEL: _____ IMATION MODEL 17194 OR EQUAL				
00013	COMMODITY CODE: 015-15-066153 TONER IMAGISTIC COPY MACHINE. BLACK INK YIELD 1400 SHEETS USED IN 3520/ZC35/2520 IMAGISTIC COPY MACHINE MINIMUM ORDER 10 BOTTLES	1	BTL	_____	_____
	MFR: _____ MODEL: _____ IMAGISTIC #666-5 OR EQUAL				
00014	COMMODITY CODE: 015-15-000545 TONER IMAGISTIC COPY MACHINE. BLACK INK YIELD 3300 SHEETS. USED IN 4720/ZC47/5520 IMAGISTIC COPY MACHINE MINIMUM ORDER 10 BOTTLES	1	BTL	_____	_____
	MFR: _____ MODEL: _____ IMAGISTIC #461-3 OR EQUAL				
00015	COMMODITY CODE: 205-73-070842 PAD WRIST FLEX REST. ERGONOMICALLY DESIGNED TO PROVIDE THE ULTIMATE IN WRIST SUPPORT AND COMFORT, STAIN RESISTANT, CLEANS EASILY WITH DAMP CLOTH. GEL CUSHION COMFORMS TO THE CONTOURS OF YOUR WRIST. COLOR: BLUE; SIZE: 4 7/8" X 3 7/16" X 1" MINIMUM ORDER 20 EACH	1	EACH	_____	_____
	MFR: _____ MODEL: _____ FELLOWS #91177 ONLY				
00016	COMMODITY CODE: 205-73-070842 PAD KEYBOARD WRIST REST, GEL CRYSTALS ERGONOMICALLY DESIGNED TO PROVIDE THE ULTIMATE IN WRIST SUPPORT AND COMFORT. STAIN RESISTANT, CLEANS EASILY WITH DAMP CLOTH. GEL CUSHION COMFORMS TO THE CONTOURS OF THE WRIST TO ALLEVIATE PRESSURE. NON SKID RUBBER BACKING MINIMUM ORDER 25 EACH	1	EACH	_____	_____

PAGE TOTAL _____

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -
 ITB NO. : 10-X-2211489 PAGE 10
 OPEN DATE : 11/19/09 TIME: 10:00 AM
 T-NUMBER : TA687
 RETURN DATE: 11/18/09 TIME: 5:00 PM

INVITATION TO BID

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	MFR: _____ MODEL: _____ FELLOWS # 91137 ONLY				
00017	COMMODITY CODE: 615-62-071455 POST-IT PADS, 3M, 4" X 6" LINED NOTES CANARY YELLOW, SELF ADHESIVE AND REMOVABLE REPOSITIONABLE LINED PADS 100 SHEETS/PAD, 5PADS/ PACK MINIMUM ORDER 20 PACKS	1	PACK	_____	_____
	MFR: _____ MODEL: _____ MMM #660-5PK ONLY NO SUBSTITUTES				
00018	COMMODITY CODE: 485-17-026875 POLISH FURNITURE LEMON OIL, CLEANS, WAXES AND DUSTS. RESISTS DUST, GRIME AND WATER. SPRAY ON AND WIPE OFF. LEAVES A CLEAN AND HARD WAXED FURNISH THAT RESISTS DUST,GRIME, AND WATER. WORKS ON FORMICA, WOODWORK, LEATHER, VINYL, BRASS, CHROME, STAINLESS STEEL, TILE, MARBLE, APPLIANCES, AND GLASS SURFACES. 19 OZ CAN MINIMUM ORDER 72 CANS	1	CN	_____	_____
	MFR: _____ MODEL: _____ RENOWN MODEL #REN05004 OR EQUAL				
00020	COMMODITY CODE: 832-20-057035 TAPE, MATTE FINISH, INVISIBLE, PULLS OFF EASILY, WON'T SHOW ON COPY, CAN WRITE ON IT WITH PEN, PENCIL, OR MARKER, PHOTO SAFE. COLOR: CLEAR SIZE: 3/4 X 2592" MINIMUM ORDER: 144 ROLLS _____	1	ROLL	_____	_____
	MFR: _____ MODEL: _____ 3M #810342592 OR EQUAL				

PAGE TOTAL _____

BID TOTAL _____