



INVITATION TO BID NO: 09-R-2208123

STATE OF ALABAMA
DEPARTMENT OF FINANCE
DIVISION OF PURCHASING

REQ. AGENCY : 016000
HUMAN RESOURCES
AGENCY REQ. NO. : 1609000269
T-NUMBER :
DATE ISSUED : 07/08/09
VENDOR NO. :
VENDOR PHONE NO. :
SNAP REQ. NO. : 1419688
BUYER NAME : JANNA WICKHAM

INVITATION TO BID

FOR: TERMINAL DIGIT FOLDERS - WAREHOUSE

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

BID MUST BE RECEIVED BEFORE:
DATE: 07/29/09 TIME: 5:00 PM

BIDS WILL BE PUBLICLY OPENED:
DATE: 07/30/09 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: _____
- 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

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

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

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 :

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INVITATION TO BID

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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: 04/07/09

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 SEPERATE ENVELOPE. RESPONSES TO MULTIPLE BID NUMBERS SUBMITTED IN THE SAME ENVELOPE/COURIER PACKAGE, THAT ARE NOT IN SEPERATE 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 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.
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 DURUIG 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 WILL RESULT IN REJECTION OF THE BID RESPONSE
- FAILURE TO MARK RESPONSES AS "ORIGINAL" AND/OR "COPY" COULD RESULT IN THE ENTIRE BID RESPONSE BEING REJECTED

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

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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

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AWARD:

AWARD WILL BE MADE "ALL OR NONE" 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.

DELIVERY TIME FRAME:

ALL ITEMS ORDERED MUST BE DELIVERED TO THE "SHIP TO" ADDRESS SHOWN ON THE P.O. WITHIN THIRTY (30) DAYS OF VENDOR'S RECEIPT OF ORDER.

FREIGHT:

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

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.

MANUFACTURER, STOCK/MODEL NUMBERS:

AT THE END OF EACH ITEM WHERE SPACES ARE MARKED "MFR" AND "NO.", THE VENDOR IS TO INDICATE THE MANUFACTURER & ALL STOCK/MODEL NUMBERS NECESSARY TO COMPLETE EACH UNIT AS SPECIFIED.

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.

QUANTITY:

QUANTITY SHOWN IS THE EXACT AMOUNT TO BE PURCHASED. OVERSHIPPING OR UNDERSHIPPING IS NOT ACCEPTABLE.

SAMPLES:

VENDORS ARE 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 MUST BE RECEIVED PRIOR TO THE BID OPENING TO BE CONSIDERED.

SPECIAL TERMS & CONDITIONS

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INVITATION TO BID

FAILURE TO FURNISH A SAMPLE WILL CAUSE THE BID ON THAT ITEM TO BE REJECTED.

PRICE SHEET

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INVITATION TO BID

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
UNLESS SPECIFIED OTHERWISE BELOW: SHIP TO: 016000 / 016S93 HUMAN RESOURCES OFFICE SERVICES & WAREHOUSE 401 N. PERRY STREET MONTGOMERY AL 36104					
00001	COMMODITY CODE: 615-45-056440 FOLDERS, FILE, TERMINAL DIGIT, LETTER SZ 10-1/2 PT. TINTED OR VAT DYED STOCK WITH TWO 3/8" SCORES AT BOTTOM FRONT FLAP. BACK FLAP 11-3/4" X 9-1/2" REINFORCED FULL WIDTH ACROSS TOP AND ON RIGHT HAND EDGE OF BACK FLAP. TWO PRINTED BLOCKING SCALES 0-9 (WRAP-AROUND STYLE) BEGINNING 1-1/4" FROM TOP OF RIGHT EDGE. TOP CORNERS ROUNDED. TOP FLAP 11-3/8" X 9", CUT ON RIGHT EDGE TO EXPOSE 3/8" BACK FLAP. CURVED AT BOTTOM TO FULL 11-3/4" WIDTH. SQUARE TOP CORNERS. 100/BOX 5 BOXES/CARTON COLOR: BLUE DHR# F075 MFR _____ NO _____ SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL SAMPLE TO ACCOMPANY BID WHEN BIDDING ALTERNATE BRANDS OR STOCK NUMBERS.	30	M	_____	_____
00002	COMMODITY CODE: 615-45-056440 FOLDERS, FILE, TERMINAL DIGIT, LETTER SZ 10-1/2 PT. TINTED OR VAT DYED STOCK WITH TWO 3/8" SCORES AT BOTTOM FRONT FLAP. BACK FLAP 11-3/4" X 9-1/2" REINFORCED FULL WIDTH ACROSS TOP AND ON RIGHT HAND EDGE OF BACK FLAP. TWO PRINTED BLOCKING SCALES 0-9 (WRAP-AROUND STYLE) BEGINNING 1-1/4" FROM TOP OF RIGHT EDGE. TOP CORNERS ROUNDED. TOP FLAP 11-3/8" X 9", CUT ON RIGHT EDGE TO EXPOSE 3/8" BACK FLAP. CURVED AT BOTTOM TO FULL 11-3/4" WIDTH. SQUARE TOP CORNERS. 100/BOX 5 BOXES/CARTON COLOR: BROWN DHR# F080 MFR _____ NO _____ SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL SAMPLE TO ACCOMPANY BID WHEN BIDDING ALTERNATE BRANDS OR STOCK NUMBERS.	30	M	_____	_____
00003	COMMODITY CODE: 615-45-056440 FOLDERS, FILE, TERMINAL DIGIT, LETTER SZ 10-1/2 PT. TINTED OR VAT DYED STOCK WITH TWO 3/8" SCORES AT BOTTOM FRONT FLAP.	30	M	_____	_____
PAGE TOTAL					_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
00004	<p>BACK FLAP 11-3/4" X 9-1/2" REINFORCED FULL WIDTH ACROSS TOP AND ON RIGHT HAND EDGE OF BACK FLAP. TWO PRINTED BLOCKING SCALES 0-9 (WRAP-AROUND STYLE) BEGINNING 1-1/4" FROM TOP OF RIGHT EDGE. TOP CORNERS ROUNDED. TOP FLAP 11-3/8" X 9", CUT ON RIGHT EDGE TO EXPOSE 3/8" BACK FLAP. CURVED AT BOTTOM TO FULL 11-3/4" WIDTH. SQUARE TOP CORNERS. 100/BOX 5 BOXES/CARTON</p> <p>COLOR: GREEN</p> <p>DHR# F085</p> <p>MFR _____ NO _____ SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL</p> <p>SAMPLE TO ACCOMPANY BID WHEN BIDDING ALTERNATE BRANDS OR STOCK NUMBERS.</p>	30	M	_____	_____
00005	<p>COMMODITY CODE: 615-45-056440 FOLDERS, FILE, TERMINAL DIGIT, LETTER SZ 10-1/2 PT. TINTED OR VAT DYED STOCK WITH TWO 3/8" SCORES AT BOTTOM FRONT FLAP. BACK FLAP 11-3/4" X 9-1/2" REINFORCED FULL WIDTH ACROSS TOP AND ON RIGHT HAND EDGE OF BACK FLAP. TWO PRINTED BLOCKING SCALES 0-9 (WRAP-AROUND STYLE) BEGINNING 1-1/4" FROM TOP OF RIGHT EDGE. TOP CORNERS ROUNDED. TOP FLAP 11-3/8" X 9", CUT ON RIGHT EDGE TO EXPOSE 3/8" BACK FLAP. CURVED AT BOTTOM TO FULL 11-3/4" WIDTH. SQUARE TOP CORNERS. 100/BOX 5 BOXES/CARTON</p> <p>COLOR: ORANGE</p> <p>DHR#F090</p> <p>MFR _____ NO _____ SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL</p> <p>SAMPLE TO ACCOMPANY BID WHEN BIDDING ALTERNATE BRANDS OR STOCK NUMBERS.</p>	30	M	_____	_____
PAGE TOTAL					_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
00006	<p>COLOR: PINK</p> <p>DHR# F095</p> <p>MFR _____ NO _____ SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL</p> <p>SAMPLE TO ACCOMPANY BID WHEN BIDDING ALTERNATE BRANDS OR STOCK NUMBERS.</p> <p>COMMODITY CODE: 615-45-056440 FOLDERS, FILE, TERMINAL DIGIT, LETTER SZ 10-1/2 PT. TINTED OR VAT DYED STOCK WITH TWO 3/8" SCORES AT BOTTOM FRONT FLAP. BACK FLAP 11-3/4" X 9-1/2" REINFORCED FULL WIDTH ACROSS TOP AND ON RIGHT HAND EDGE OF BACK FLAP. TWO PRINTED BLOCKING SCALES 0-9 (WRAP-AROUND STYLE) BEGINNING 1-1/4" FROM TOP OF RIGHT EDGE. TOP CORNERS ROUNDED. TOP FLAP 11-3/8" X 9", CUT ON RIGHT EDGE TO EXPOSE 3/8" BACK FLAP. CURVED AT BOTTOM TO FULL 11-3/4" WIDTH. SQUARE TOP CORNERS. 100/BOX 5 BOXES/CARTON</p> <p>COLOR: TAN</p> <p>DHR# F105</p> <p>MFR _____ NO _____ SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL</p> <p>SAMPLE TO ACCOMPANY BID WHEN BIDDING ALTERNATE BRANDS OR STOCK NUMBERS.</p>	30	M	_____	_____
00007	<p>COMMODITY CODE: 615-45-056440 FOLDERS, FILE, TERMINAL DIGIT, LETTER SZ 10-1/2 PT. TINTED OR VAT DYED STOCK WITH TWO 3/8" SCORES AT BOTTOM FRONT FLAP. BACK FLAP 11-3/4" X 9-1/2" REINFORCED FULL WIDTH ACROSS TOP AND ON RIGHT HAND EDGE OF BACK FLAP. TWO PRINTED BLOCKING SCALES 0-9 (WRAP-AROUND STYLE) BEGINNING 1-1/4" FROM TOP OF RIGHT EDGE. TOP CORNERS ROUNDED. TOP FLAP 11-3/8" X 9", CUT ON RIGHT EDGE TO EXPOSE 3/8" BACK FLAP. CURVED AT BOTTOM TO FULL 11-3/4" WIDTH. SQUARE TOP CORNERS. 100/BOX 5 BOXES/CARTON</p> <p>COLOR: VIOLET</p> <p>DHR# F110</p> <p>MFR _____ NO _____ SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL</p> <p>SAMPLE TO ACCOMPANY BID WHEN BIDDING ALTERNATE BRANDS OR STOCK NUMBERS.</p>	30	M	_____	_____
00008	<p>COMMODITY CODE: 615-45-056440 FOLDERS, FILE, TERMINAL DIGIT, LETTER SZ</p>	30	M	_____	_____
PAGE TOTAL					_____

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LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED AMOUNT
	<p>10-1/2 PT. TINTED OR VAT DYED STOCK WITH TWO 3/8" SCORES AT BOTTOM FRONT FLAP. BACK FLAP 11-3/4" X 9-1/2" REINFORCED FULL WIDTH ACROSS TOP AND ON RIGHT HAND EDGE OF BACK FLAP. TWO PRINTED BLOCKING SCALES 0-9 (WRAP-AROUND STYLE) BEGINNING 1-1/4" FROM TOP OF RIGHT EDGE. TOP CORNERS ROUNDED. TOP FLAP 11-3/8" X 9", CUT ON RIGHT EDGE TO EXPOSE 3/8" BACK FLAP. CURVED AT BOTTOM TO FULL 11-3/4" WIDTH. SQUARE TOP CORNERS. 100/BOX 5 BOXES/CARTON</p> <p>COLOR: WHITE</p> <p>DHR# F115</p> <p>MFR _____ NO _____ SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL</p> <p>SAMPLE TO ACCOMPANY BID WHEN BIDDING ALTERNATE BRANDS OR STOCK NUMBERS.</p>				
00009	<p>COMMODITY CODE: 615-45-056440 FOLDERS, FILE, TERMINAL DIGIT, LETTER SZ 10-1/2 PT. TINTED OR VAT DYED STOCK WITH TWO 3/8" SCORES AT BOTTOM FRONT FLAP. BACK FLAP 11-3/4" X 9-1/2" REINFORCED FULL WIDTH ACROSS TOP AND ON RIGHT HAND EDGE OF BACK FLAP. TWO PRINTED BLOCKING SCALES 0-9 (WRAP-AROUND STYLE) BEGINNING 1-1/4" FROM TOP OF RIGHT EDGE. TOP CORNERS ROUNDED. TOP FLAP 11-3/8" X 9", CUT ON RIGHT EDGE TO EXPOSE 3/8" BACK FLAP. CURVED AT BOTTOM TO FULL 11-3/4" WIDTH. SQUARE TOP CORNERS. 100/BOX 5 BOXES/CARTON</p> <p>COLOR: YELLOW</p> <p>DHR# F120</p> <p>MFR _____ NO _____ SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL</p> <p>SAMPLE TO ACCOMPANY BID WHEN BIDDING ALTERNATE BRANDS OR STOCK NUMBERS.</p>	30	M		
00010	<p>COMMODITY CODE: 615-45-056440 FOLDERS, FILE, TERMINAL DIGIT, LETTER SZ 10-1/2 PT. TINTED OR VAT DYED STOCK WITH TWO 3/8" SCORES AT BOTTOM FRONT FLAP. BACK FLAP 11-3/4" X 9-1/2" REINFORCED FULL WIDTH ACROSS TOP AND ON RIGHT HAND EDGE OF BACK FLAP. TWO PRINTED BLOCKING SCALES 0-9 (WRAP-AROUND STYLE) BEGINNING 1-1/4" FROM TOP OF RIGHT EDGE. TOP CORNERS ROUNDED. TOP FLAP 11-3/8" X 9", CUT ON RIGHT EDGE TO EXPOSE 3/8" BACK FLAP. CURVED AT BOTTOM TO FULL 11-3/4" WIDTH. SQUARE TOP CORNERS. 100/BOX 5 BOXES/CARTON</p>	30	M		
PAGE TOTAL					

PRICE SHEET

VENDOR NAME :

VENDOR NUMBER: -

ITB NO. : 09-R-2208123

PAGE 10

INVITATION TO BID

OPEN DATE : 07/30/09 TIME: 10:00 AM

RETURN DATE: 07/29/09 TIME: 5:00 PM

LINE NO.	COMMODITY/SERVICE DESCRIPTION	QUANTITY UNIT	UNIT PRICE	EXTENDED AMOUNT
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COLOR: RED

DHR# F100

MFR _____ NO _____
SEMCO SEM-SCAN, KARDEX #2610002 OR EQUAL

SAMPLE TO ACCOMPANY BID WHEN BIDDING
ALTERNATE BRANDS OR STOCK NUMBERS.
VENDOR MUST SUBMIT AN ORIGINAL AND ONE
COMPLETE EXACT COPY OF BID TO STATE
PURCHASING. FAILURE TO SUBMIT EXACT
COPY ALONG WITH ORIGINAL BID WILL
RESULT IN REJECTION OF BID.
UNIT OF MEASURE REQUESTED IN BID IS
UNIT OF ONE THOUSAND. VENDORS MUST
BID BY UNIT OF PER ONE THOUSAND.

QUESTIONS CONCERNING THE SPECIFICATIONS
OF PRODUCTS BEING BID SHOULD BE
ADDRESSED TO DEPARTMENT OF HUMAN
RESOURCES:
PAUL MCLENDON 334-240-6815
FAX: 334-240-6832
PAUL.MCLENDON@DHR.ALABAMA.GOV

PAGE TOTAL _____

BID TOTAL _____