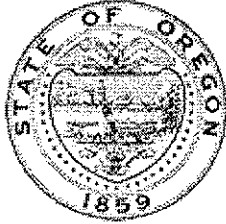


Request for Proposal (RFP)

Office Supplies and Services



Only Manual Bids Allowed



Issued By

State Procurement Office
1225 Ferry Street SE, U140
Salem, Oregon
97301-4285

Contact: Pam Johnson
Phone: 1 (503) 378-4731
Fax: 1 (503) 373-1626
Email: pam.johnson@state.or.us

Opportunity #
102-1557-09
Addendum # 10

Original Publish Date & Time
05/04/2009 11:30 AM

Publish Date & Time
07/29/2009 7:41 AM

Closing Date & Time
Changed
09/15/2009 3:00 PM

Time Zone
Pacific Time

Approx. Time Remaining

All dates are mm/dd/yyyy

Attachments Exist
Organization Attachments Do Not Exist
Privileged Attachments Do Not Exist
Documents for Purchase Do Not Exist

Geographic Matching Exists
Commodity Matching Exists

Issued For

State Procurement Office
1225 Ferry Street SE, U140
Salem, Oregon
97301-4285

Addendum # 10

This RFP has been extended for additional time, the new closing date is September 15, 2009.

Addendum #10 is created to attach the revised Market Basket Spreadsheet. Please see the attachments for the copy of the spreadsheet. Please make sure to follow the instructions in the spreadsheet.

Addendum # 9

This RFP has been extended for additional time, the new closing date is August 18, 2009.

Addendum # 8

Language change for Section 22 of Attachment B, See attachments for copy of Addendum #8

Addendum # 7

Addendum #7 is created to attach the Market Basket Spreadsheet. Please see the attachments for the copy of the spreadsheet. 6/29/09, make sure to follow the instructions in the Addendum #7 and the spreadsheet.

In the Addendum #7 and the spreadsheet.

**** Addendum #6**** is available in the Attachments please make sure to download and submit at proposal submission.

Addendum # 6

This Addendum is responding to questions submitted for Addendum #5

See attachments for responses. 6/29/09

Addendum # 5

Response to Protest to addendum #1, see attachments for copy of addendum #5

Addendum # 4

Second Phase, Response to Protest of the RFP. See attachments for the Addendum #4

Addendum # 3

First Phase, Response to protests to the RFP, see attachments for the Addendum #3, additional responses to come.

Addendum # 2

This RFP has been extended for additional time, the new closing date is July 30, 2009

Addendum # 1

Answers to Questions and Clarification.(SEE ATTACHMENTS FOR DETAILS)

New Closing Date: June 16, 2009 at 3:00 PM

Opportunity Summary

The State of Oregon, Department of Administrative Services, State Procurement Office (DAS SPO), on behalf of the State of Oregon and its agencies, the Western States Contracting Alliance (WSCA), the National Association of State Purchasing Officials (NASPO) and authorized members of the Oregon Cooperative Purchasing Program (ORCPP), is requesting proposals from responsible Proposers to establish a Price Agreement(s) for Office Supplies, Toner, Paper, Recycle Products, remaining Full Line Catalog items, and related services. The State of Oregon and many of the WSCA states have adopted the principles of sustainability and are committed to meeting the office supplies needs of Authorized Purchasers while not harming the environment or human health.

SEE ATTACHMENTS FOR THE REQUEST FOR PROPOSAL AND THE PRICING SECTION

Item #	Quantity / Unit	Description	Unit Price	Total Amount
1	0	Commodity No. 600-73 Office Machines, Equipment, Accessories, and Supplies - Recycled		
Delivery Requirements To Be determined			Total Including all charges	

Payment terms

Net 30

FOB

FOB Destination

US Dollars Only

Manual & Electronic response must express an interest. Manual response must 1st DOWNLOAD the document. Electronic Response [if allowed] – must express interest; select Supplier Response & complete response. Instructions can be found in the HELP screens

Control # 1154690

This Addendum modifies the Request for Proposal (RFP) Document(s) only to the extent indicated herein. All other areas not specifically mentioned or affected by this Addendum shall remain in full force. This Addendum shall be added as a part of the Original RFP.

REQUEST FOR PROPOSAL (RFP) #102-1557-09 CLARIFICATION AS FOLLOWS:

Attached is the market basket spreadsheet which contains typical products that are purchased.

The **purpose of this spreadsheet** is to allow vendors the opportunity to review the alternate products that have been offered in response to the original Market Basket issued on **June 30, 2009**, by the State of Oregon.

DAS/SPO is providing an opportunity for proposers to suggest an alternative national brand of products that are equivalent to those listed on the attached spread sheet.

See the Spreadsheet for instructions.
Title: Office Supplies Updated Market Basket Only 7/28/09

This information will result in changes to the Pricing Section 4.6.3

If you desire to propose an equivalent national brand product, proposers must complete the appropriate portion of the spread sheet for consideration by the sourcing team.

The Spreadsheet must be submitted electronically back to the Single Point of Contact (SPC), State of Oregon, DAS/SPO no later than August 3, 2009 by 1:00 pm Pacific Time.
Submit to: Pam.Johnson@state.or.us

Unless the specific deadline in this Addendum, Section 2.7 **Addenda** and Section 2.8 **Protest of Addendum**, is extended by subsequent Addenda, no requests for clarification, requests for change, or protests of provisions contained in the originally-issued RFP will be considered after the date specified herein. Date specified in the original RFP is 3:00 pm on May 20, 2009.

After that date, Proposer may submit requests for modification of the RFP provisions, but only for those items directly covered by an issued addendum. Requests for clarification, requests for change, and protests of Addendum provisions addressed in this addendum must be received by DAS by 5:00 P.M. (Pacific time) on July 31, 2009 or they will not be considered. DAS will not consider requests or protests of matters not added or modified by the Addendum.

THIS ADDENDUM MUST BE SIGNED AND RETURNED BEFORE RFP CLOSING. A TOTAL OF NINE (9) COPIES OF THIS ADDENDUM MUST BE SUBMITTED, (ONE ORIGINAL AND ELEVEN COMPLETE PHOTO COPIES OF THE ORIGINAL. AT LEAST ONE ADDENDUM SUBMITTED BY THE BIDDER MUST BEAR AN ORIGINAL SIGNATURE AND BE MARKED "ORIGINAL". FAILURE TO SIGN AND RETURN THIS DOCUMENT WILL RESULT IN REJECTION OF THE OFFER.

PROPOSER SIGNATURE: _____

DATE: _____