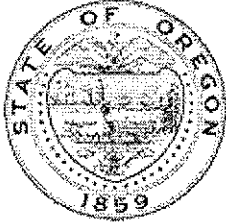


Request for Proposal (RFP)

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
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Opportunity #
102-1557-09
Addendum # 15

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

Publish Date & Time
09/25/2009 3:38 PM

Closing Date & Time
Changed
10/01/2009 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 # 15

Addendum #15 is created to revise Appendix A dated September 23, 2009, due to a formula error. A new Appendix A Dated September 25, 2009 has been uploaded. Please make sure to follow the instruction on the spreadsheet.

All other language not changed by a previous addendum shall remain the same.

This RFP has been extended for additional time, the new closing date is October 1, 2009.

Addendum # 14

Addendum #14 is created to revise Section 3.3.5.5 Forms, Section 4.6.3 Cost Proposals and Revised Appendix A dated 9/23/09. Also included is vendor clarifications. Please make sure to follow the instructions on the spreadsheet.

All other language not changed by a previous addendum shall remain the same.

Addendum # 13

Addendum #13 is created to revises Section 6.1 Contract Negotiations. Section 3.3.5.5 Forms.

Section 4.6.3 Cost Proposals, Appendix A date 9/17/09. Please make sure to follow the instructions on the spreadsheet.

All other lanuguage not changed by a previous addendum shall remain the same.

Addendum # 12

This RFP has been extended for additional time, the new closing date is September 29, 2009

Addendum # 11

Addendum #11 is created to revise Section 1.1, Section 3.3.5.5, and Section 4 of the RFP and to add a revised Appendix A. Please make sure the follow the instructions in the spreadsheet.

All other language not changed by a previous addendum shall remain the same.

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.

**** Addendum #6**** is available in the Attachments please make sure to download amd 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

THIS RFP HAS BEEN EXTENDED FOR ADDITIONAL TIME; THE NEW CLOSING DATE IS JULY 09, 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 Payment Terms Net 30 FOB FOB Destination			Total Including all charges 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 # 1174079

This Addendum No. 15 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 No. 15 shall be added as a part of the Original RFP.

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

Office Supplies Response to Clarification Questions:

**The Appendix A dated September 23, 2009 had a formula error. Please submit the new
Appendix A dated September 25, 2009 with your proposal.**

The Closing Date has been extended to October 1, 2009 at 3:00 pm

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 3:00 P.M.(Pacific time) on September 28, 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 EIGHT 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: _____