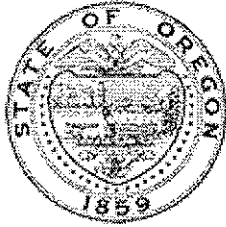


Request for Proposal (RFP)

Office Supplies and Services



Only Manual Bids Allowed

**Issued By**

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

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Opportunity #
102-1557-09
Addendum # 6

Original Publish Date & Time
05/04/2009 11:30 AM
Publish Date & Time
06/29/2009 2:12 PM
Closing Date & Time
07/30/2009 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 # 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 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 # 1145475

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 RESPONSE TO PROTEST AS
FOLLOWS:

Office Supplies Response to Protest Questions:

Supplier 1

Supplier 1, Question 1:

Question:

- a. Since list prices change all the time on the web; for customers that have fixed contract prices based on discounts off of list price, list prices will not be shown on the web site to prevent confusion. However, **contract prices** shown on the web for all products quoted to the State **will not change** unless they were requested by us and approved by the State to be changed for any given quarter as described in Section 3.5.3. Is this acceptable to the State?

DAS/SPO Response:

No, the website must show the manufacturers' list price and must show the contract price. All Participating States web sites shall be consistent and provide the same information. The list price shown on the website must be the approved price starting at any given quarter.

Section 3.5.3 from Addendum #5 has been deleted in its entirety and replaced with new language below:

Section 3.5.3 Catalog Price Changes states: The discount proposed for each category, for each catalog (vendor specific and wholesale) shall remain the same throughout the term of the Price Agreement, and all renewal options. All pricing must be verifiable and auditable. The manufacturers' list pricing must remain firm from time of proposal submittal until December 31, 2009. Thereafter, the manufactures' list pricing may be adjusted quarterly on January 1, April 1, July 1, October 1, of each calendar year.

Question:

- b. Will the State remove the requirement to have list prices on the website stay the same for any period of time? (Please note that this will not impact the contracted prices charged the State.)

DAS/SPO Response:

No, see response above.

Supplier 1, Question 2:

The State recognizes that the hard copy catalogue will not remain current for the year. Is it acceptable to submit the third quarter price for the SP Richards catalogue as the current list prices for the wholesaler catalogue?

DAS/SPO Response:

Yes that is correct

Supplier 1, Question 3:

Is it acceptable to submit the latest price for the vendor catalogue as the current list prices?

DAS/SPO Response:

Yes, that is correct see response above.

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 6, 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 TWELVE (12) 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: _____