

INVITATION TO BID

State of Ohio
Department of Administrative Services
General Services Division
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME	
BID NUMBER <u>OT905210</u>	OPENING DATE (1:00 p.m.) <u>JANUARY 13, 2010</u>	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk		CITY STATE ZIP	
		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ()	TOLL FREE NO. 1 - ()
		CONTACT PERSON	FAX NO. ()
REQ./INDEX NO. LIQ018	BID NOTICE DATE JANUARY 12, 2009	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD)			
<input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%, 10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____Days, Net 30 Days			
<u>PARTICIPATING AGENCY(IES):</u> Ohio Department of Commerce, Division of Liquor Control, 6606 Tussing Rd., Reynoldsburg, OH 43068-9005			
ADDENDUM FOR CHANGE ADDENDUM NO.: 3 REVISION DATE: 01/12/10			
THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES IS SOLICITING BIDS FOR: To Provide Administrative Accounting, Inventory Control, Warehouse Handling and Storage Services for the Ohio Department of Commerce, Division of Liquor Control in Northwest, Southwest and Northeastern Ohio.			
Attached is pages 1, 12, 13 and 14 to this Invitation to Bid. Remove the corresponding pages from the existing bid and replace with the attached.			
As indicated herein this addendum is issued to make changes effective 01/12/10.			

INVITATION TO BID

State of Ohio
Department of Administrative Services
General Services Division
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME	
BID NUMBER <u>OT905210</u>	OPENING DATE (1:00 p.m.) <u>JANUARY 20, 2010</u>	STREET ADDRESS <input type="checkbox"/> Check if remit address is different and list on separate sheet	
General Services Division Office of Procurement Services 4200 Surface Road Columbus, OH 43228-1395 Attn: Bid Desk		CITY STATE ZIP	
		COUNTY	MBE/EDGE CERTIFICATE NUMBER
		TELEPHONE NO. ()	TOLL FREE NO. 1 - ()
		CONTACT PERSON	FAX NO. ()
REQ./INDEX NO. <u>LIQ018</u>	BID NOTICE DATE	CONTRACTOR'S E-MAIL ADDRESS	
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD)			
<input type="checkbox"/> E-Mail <input type="checkbox"/> Fax			
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%, 10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days". ____%, ____ Days, Net 30 Days			
<u>PARTICIPATING AGENCY(IES):</u> Ohio Department of Commerce, Division of Liquor Control, 6606 Tussing Rd., Reynoldsburg, OH 43068-9005			
<p><u>THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES, IS SOLICITING BIDS FOR:</u></p> <p>To Provide Administrative Accounting, Inventory Control, Warehouse Handling and Storage Services for the Ohio Department of Commerce, Division of Liquor Control in Northwest, Southwest and Northeastern Ohio.</p> <p>TERM OF CONTRACT: This Invitation to Bid is to establish a requirements contract to procure the described supplies or services on behalf of the above participating agency(ies). The agency(ies) may place orders against the Contract beginning <u>June 1, 2010</u> or upon the date when DAS signs the Contract, whichever is later in time. The Contract will expire <u>May 31, 2016</u> unless DAS terminates the Contract based upon reasons set forth in Article I-C of the Standard Contract Terms and Conditions. No agencies may place purchase orders against the Contract beyond the expiration date unless DAS renews the Contract by amendment or letter. The Contractor may begin performance under the Contract only upon receipt of a valid order from a participating state agency.</p> <p>INSTRUCTIONS TO BIDDERS AND CONTRACT TERMS AND CONDITIONS, Revised 10-01-07, are a part of this Invitation to Bid. Copies may be downloaded by clicking on this link: Instructions: Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions. All prior versions of Instructions to Bidders, Contract Terms and Conditions are null and void.</p> <p>By submitting this Invitation to Bid, the Contractor certifies that Contractor has truthfully disclosed the location(s) where all services are to be performed; the location(s) where all applicable State contract data is to be maintained or made available; and the principal location of business for the Contractor and all subcontractors. The Contractor further certifies and acknowledges that Contractor will not change the country of the location(s) where services are performed and will not change the country of the location(s) where data is maintained or made available without prior written consent of the State.</p> <p>Any questions or clarifications regarding this Invitation to Bid should be directed to the Office of Procurement Services through the Internet at www.ohio.gov/procure. All questions should be submitted a minimum of five (5) working days prior to the bid opening date.</p>			
PRINTED/TYPED SIGNATURE		AUTHORIZED SIGNATURE (ORIGINAL SIGNATURE ONLY) (Please sign in blue ink)	DATE

The ORIGINAL signed Bid must be submitted to the Office of Procurement Services by 1:00 o'clock p.m., on the above listed opening date to receive consideration for award. It is requested that the Bidder NOT sign their bid in BLACK ink. BIDDER CERTIFIES, by signature affixed to its bid, that the information provided by it in its bid including the certified statements, is accurate and complete. Bidder declares to have read and understood and agrees to be bound by all of the instructions, terms, conditions and specifications of this Invitation to Bid and agrees to fulfill the requirements of any awarded contract at the prices bid.

YOUR BID:

Bidders shall not insert a unit cost more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point, shall be dropped by the Office of State Purchasing and not used in the evaluation and any subsequent award.

PRICE SCHEDULE

Northwest Warehouse

ITEM ID: 11912

NOTE: Optional years will not be used to determine the low lot cost of the bid. However, a price must be entered in the optional year columns to be considered for the award of this I.T.B. Failure to enter a cost for the optional years shall deem your bid non-responsive with no further consideration for award. This Price Schedule is for Northwest Ohio.

ITEM DESCRIPTION	COST PER CASE						COST PER CASE	
	06/01/10 through 05/31/11	06/01/11 through 05/31/12	06/01/12 through 05/31/13	06/01/13 through 05/31/14	06/01/14 through 05/31/15	06/01/15 through 05/31/16	OPTIONAL	YEARS
							06/01/16 through 5/31/17	06/01/17 through 05/31/18
<u>Handling Charge</u> In	\$	\$	\$	\$	\$	\$	\$	\$
Out	\$	\$	\$	\$	\$	\$	\$	\$
Storage Charge (1st thru 15th)	\$	\$	\$	\$	\$	\$	\$	\$
Storage Charge (16th thru end)	\$	\$	\$	\$	\$	\$	\$	\$
#Renewal Charge	\$	\$	\$	\$	\$	\$	\$	\$
*Rate for recouping full case of liquor	\$	\$	\$	\$	\$	\$	\$	\$

*A minimum renewal of \$10.00 will be billed to any vendor that does not maintain a sufficient inventory to exceed the \$10.00 charge.

** Cost of Performance Bond _____

** Will not be used in the evaluation formula

#Indicates change effective 01/12/10. Renewal - a flat rate per case (or fraction thereof) for the case inventory on the 1st day of each succeeding month will be charged at the rate established for storage for the 1st through the 15th of the month.

YOUR BID:

Bidders shall not insert a unit cost more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point, shall be dropped by the Office of State Purchasing and not used in the evaluation and any subsequent award.

PRICE SCHEDULE

Southwest Warehouse

ITEM ID: 4397

NOTE: Optional years will not be used to determine the low lot cost of the bid. However, a price must be entered in the optional year columns to be considered for the award of this I.T.B. Failure to enter a cost for the optional years shall deem your bid non-responsive with no further consideration for award. This Price Schedule is for Southwest Ohio.

ITEM DESCRIPTION	COST PER CASE						COST PER CASE	
	06/01/10 through 05/31/11	06/01/11 through 05/31/12	06/01/12 through 05/31/13	06/01/13 through 05/31/14	06/01/14 through 05/31/15	06/01/15 through 05/31/16	OPTIONAL	YEARS
							06/1/16 through 05/31/17	06/01/17 through 05/31/18
<u>Handling Charge</u> In	\$	\$	\$	\$	\$	\$	\$	\$
Out	\$	\$	\$	\$	\$	\$	\$	\$
Storage Charge (1st thru 15th)	\$	\$	\$	\$	\$	\$	\$	\$
Storage Charge (16th thru end)	\$	\$	\$	\$	\$	\$	\$	\$
#Renewal Charge	\$	\$	\$	\$	\$	\$	\$	\$
*Rate for recouping full case of liquor	\$	\$	\$	\$	\$	\$	\$	\$

*A minimum renewal of \$10.00 will be billed to any vendor that does not maintain a sufficient inventory to exceed the \$10.00 charge.

** Cost of Performance Bond _____

** Will not be used in the evaluation formula

#Indicates change effective 01/12/10. Renewal - a flat rate per case (or fraction thereof) for the case inventory on the 1st day of each succeeding month will be charged at the rate established for storage for the 1st through the 15th of the month.

YOUR BID:

Bidders shall not insert a unit cost more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point, shall be dropped by the Office of State Purchasing and not used in the evaluation and any subsequent award.

PRICE SCHEDULE

Northeast Warehouse

ITEM ID: 9173

NOTE: Optional years will not be used to determine the low lot cost of the bid. However, a price must be entered in the optional year columns to be considered for the award of this I.T.B. Failure to enter a cost for the optional years shall deem your bid non-responsive with no further consideration for award. This Price Schedule is for Northeast Ohio.

ITEM DESCRIPTION	COST		PER		CASE		COST PER CASE	
	06/01/10 through 5/31/11	06/01/11 through 05/31/12	06/01/12 through 05/31/13	06/01/13 through 05/31/14	06/01/14 through 05/31/15	06/01/15 through 05/31/16	OPTIONAL	YEARS
							06/01/16 through 05/31/17	06/01/17 through 05/31/18
<u>Handling Charge</u> In	\$	\$	\$	\$	\$	\$	\$	\$
Out	\$	\$	\$	\$	\$	\$	\$	\$
Storage Charge (1st thru 15th)	\$	\$	\$	\$	\$	\$	\$	\$
Storage Charge (16th thru end)	\$	\$	\$	\$	\$	\$	\$	\$
#Renewal Charge	\$	\$	\$	\$	\$	\$	\$	\$
*Rate for recouping full case of liquor	\$	\$	\$	\$	\$	\$	\$	\$

*A minimum renewal of \$10.00 will be billed to any vendor that does not maintain a sufficient inventory to exceed the \$10.00 charge.

** Cost of Performance Bond _____

** Will not be used in the evaluation formula.

#Indicates change effective 01/12/10. Renewal - a flat rate per case (or fraction thereof) for the case inventory on the 1st day of each succeeding month will be charged at the rate established for storage for the 1st through the 15th of the month.

