



**MISSOURI DEPARTMENT OF TRANSPORTATION
 INFORMAL QUOTE GUIDELINES AND DOCUMENTATION
 FOR PURCHASES \$3,000 TO \$24,999.99
 THIS IS NOT AN ORDER**

REQUEST FOR INFORMAL QUOTATION

Please quote the lowest prices covering product specified and provide all information requested.

| | | | | | |
|---|---|---|-------------------------|---|---|
| TODAY'S DATE: | 04/23/12 | QUOTE DUE ON OR BEFORE: | 05/02/2012 2:00 P.M. | F.O.B. REQUIREMENTS: | DESTINATION TO JEFFERSON CITY, MISSOURI |
| DELIVERY DATE: MAY 18, 2012 IF YOU CANNOT MEET THE DELIVERY AND INSTALLATION DATE, INDICATE IN THE BLANK WHAT THE DATE WOULD BE: _____ | | QUOTE No: | 4-120502DP | BUYER NAME /TELEPHONE NUMBER: | DEE PARDUE 573-526-0760 |
| <i>PLEASE NOTE THAT THE DELIVERY DATE WILL BE AN EVALUATION FACTOR IN THE AWARD OF THIS QUOTE</i> | | | | | |
| Central Office Mailing Address Fax Number: | PO Box 270, Jefferson City, MO 65109 (573) 526-1218 | <i>Please fax quotation to (573) 526-1218</i> | | <u>DELIVERY LOCATION:</u> MO Dept of Transportation 105 West Capitol – Print Shop Jefferson City, MO 65101 | |

PRICING TABLE

Award: For the purpose of this bid, all items will be awarded on an "All or None" basis. *Bidder must bid on all items listed on the pricing page* in order to be considered for award. **Notification of award will be at the time the tabulation is posted to the Internet. It is the sole responsibility for all bidders to check the website for bid results. Web address:**
http://www.modot.org/business/contractor_resources/gs_bidding/CO/COcommodities.htm

| Item | Qty | Description | Price Per Unit | Total Price |
|---------------------|-----|--|----------------|-------------|
| 001 | 1 | Dry-Lam Fujipla ALM 3220 Automatic Laminator – or its equivalent** NOTE: See "Attachment A" for Specifications | \$ | \$ |
| 002 | 1 | ALM 3220 Exclusive A.S.A.P Roll Film – 3.0 mil, 12.6 x 492 ft., Gloss finish | \$ | \$ |
| 003 | 1 | Installation | \$ | \$ |
| 004 | 1 | On-site Training | \$ | \$ |
| GRAND TOTAL: | | | | \$ |

****Equivalents must be submitted to our office for review no later than April 26, 2012, 10:00 a.m. CDST. Please supply the specifications when submitting quote.**

All responses to this Request for an Informal Quotation MUST be submitted on this form and MUST be returned to the Buyer listed above.

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|----------------------|
| Company Name: |
|----------------------|

QUOTE SUBMITTAL

This solicitation seeks quotes from qualified organizations to provide the commodities described herein to the Missouri Department of Transportation (MoDOT). ***Your written quote may be returned via email, fax, or delivered by hand or courier service (UPS, Federal Express, etc.) to be received on or before the date and time specified on the front page of this Quote document, at the office of:***

Missouri Department of Transportation
Attn: Ms. Dee Pardue
General Services – Procurement and Inventory Management
830 MoDOT Drive, Jefferson City, MO 65109 (physical location)
P.O. Box 270, Jefferson City, MO 65102 (mailing address)
FAX: 573-526-1218

MINORITY AND/OR WOMEN BUSINESS ENTERPRISE PARTICIPATION

Bidders are encouraged to obtain minority business enterprise (MBE) and women business enterprise (WBE) participation in this work through the use of subcontractors, suppliers, joint ventures, or other arrangements that afford meaningful participation for M/WBEs. Bidders are encouraged to obtain 10% MBE and 5% WBE participation.

VENDOR INFORMATION & PREFERENCE CERTIFICATION FORM

Vendor Information

All bidders must furnish **ALL** applicable information requested below

| Vendor Name/Mailing Address: Email Address: | Vendor Contact Information (including area codes): Phone #: Cellular #: Fax #: | | | | | | | | | |
|---|--|--------------------------------|-------------------------------|--------------------------------|--|--|--|--|--|--|
| Printed Name of Responsible Officer or Employee: | Signature: | | | | | | | | | |
| For Corporations - State in which incorporated: | For Others - State of domicile: | | | | | | | | | |
| If the address listed in the Vendor Name/Mailing Address block above is not located in the State of Missouri, list the address of Missouri offices or places of business: If additional space is required, please attach an additional sheet and identify it as <u>Addresses of Missouri Offices or Places of Business.</u> | | | | | | | | | | |
| M/WBE INFORMATION: List all certified Minority or Women Business Enterprises (<u>M/WBE</u>) utilized in the fulfillment of this bid. Include <u>percentages</u> for subcontractors and identify the M/WBE certifying agency: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center; width: 33%;"><u>M/WBE Name</u></th> <th style="text-align: center; width: 33%;"><u>Percentage of Contract</u></th> <th style="text-align: center; width: 33%;"><u>M/WBE Certifying Agency</u></th> </tr> </thead> <tbody> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;"> </td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;"> </td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;"> </td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;"> </td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;"> </td> <td style="border-top: 1px solid black; border-bottom: 1px solid black;"> </td> </tr> </tbody> </table> If additional space is required, please attach an additional sheet and identify it as <u>M/WBE Information</u> | | <u>M/WBE Name</u> | <u>Percentage of Contract</u> | <u>M/WBE Certifying Agency</u> | | | | | | |
| <u>M/WBE Name</u> | <u>Percentage of Contract</u> | <u>M/WBE Certifying Agency</u> | | | | | | | | |
| | | | | | | | | | | |
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Preference Certification

All bidders must furnish **ALL** applicable information requested below

| | |
|---|---|
| <u>GOODS/PRODUCTS MANUFACTURED OR PRODUCED IN USA:</u> If any or all of the goods or products offered in the attached bid which the bidder proposes to supply to the MHTC are <u>not</u> manufactured or produced in the "United States", or imported in accordance with a qualifying treaty, law, agreement, or regulation, list below, by item or item number, the country other than the United States where each good or product is manufactured or produced. | |
| Item (or item number) | Location Where Item is Manufactured or Produced |
| | |
| If additional space is required, please attach an additional sheet and identify it as <u>Location Products are Manufactured or Produced.</u> | |
| <u>MISSOURI SERVICE-DISABLED VETERAN BUSINESS:</u> Please complete the following if applicable. Additional information may be requested if preference is applicable. See below definitions for qualification criteria: Service-Disabled Veteran is defined as any individual who is disabled as certified by the appropriate federal agency responsible for the administration of veterans' affairs. Service-Disabled Veteran Business is defined as a business concern: <ol style="list-style-type: none"> a. Not less than fifty-one (51) percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than fifty-one (51) percent of the stock of which is owned by one or more service-disabled veterans; and b. The management and daily business operations of which are controlled by one or more service-disabled veterans. | |
| <u>Veteran Information</u> | <u>Business Information</u> |
| Service-Disabled Veteran's Name (Please Print) | Service-Disabled Veteran Business Name |
| Service-Disabled Veteran's Signature | Missouri Address of Service Disabled Veteran Business |

Missouri Highways and Transportation Commission
Standard Bid/Proposal Provisions, General Terms and Conditions and Special Terms and Conditions

STANDARD SOLICITATION PROVISIONS

- a. The solicitation for the procurement of the supplies referenced therein, to which these "Standard Bid Provisions, General Terms and Conditions and Special Terms and Conditions" are attached, is being issued under, and governed by, the provisions of Title 7 – Missouri Department of Transportation, Division 10 – Missouri Highways and Transportation Commission, Chapter 11 – Procurement of Supplies, of the Code of State Regulations. The Missouri Highways and Transportation Commission (**MHTC**), acting by and through its operating arm, the Missouri Department of Transportation (**MoDOT**), draws the Bidder's attention to said 7 CSR 10-11 for all the provisions governing solicitation and receipt of bids/quotes and the award of the contract pursuant to this solicitation.
- b. All bids/quotes must be signed with the firm name and by a responsible officer or employee. Obligations assumed by such signature must be fulfilled.

GENERAL TERMS AND CONDITIONS

Definitions

Capitalized terms as well as other terms used but not defined herein shall have the meaning assigned to them in section 7 CSR 10-11.010 Definition of Terms.

Nondiscrimination

- a. The Contractor shall comply with all state and federal statutes applicable to the Contractor relating to nondiscrimination, including, but not limited to, Chapter 213, RSMo; Title VI and Title VII of Civil Rights Act of 1964 as amended (42 U.S.C. Sections 2000d and 2000e, *et seq.*); and with any provision of the "Americans with Disabilities Act" (42 U.S.C. Section 12101, *et seq.*)
- b. **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, MHTC shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
 - i. withholding of payments to the Contractor under the contract until the Contractor complies, and/or,
 - ii. cancellation, termination or suspension of the contract, in whole or in part.

Contract/Purchase Order

- a. By submitting a bid/quote, the Bidder agrees to furnish any and all equipment, supplies and/or services specified in the solicitation documents, at the prices quoted, pursuant to all requirements and specifications contained therein.
- b. A binding contract shall consist of: (1) the solicitation documents, amendments thereto, and/or Best and Final Offer (BAFO) request(s) with any changes/additions, (2) the Contractor's bid response, and (3) the MHTC's acceptance of the bid by post-award contract or purchase order.
- c. A notice of award does not constitute an authorization for shipment of equipment or supplies or a directive to proceed with services. Before providing equipment, supplies and/or services, the Contractor must receive a properly authorized notice to proceed and/or purchase order.

Applicable Laws and Regulations

- a. The contract shall be construed according to the laws of the State of Missouri. The Contractor shall comply with all local, state, and federal laws and regulations related to the performance of the contract. The exclusive venue for any legal proceeding relating to or arising, out of the contract shall be in the Circuit Court of Cole County, Missouri.
- b. The Contractor must be registered and maintain good standing with the Secretary of State of the State of Missouri, Missouri Department of Revenue, and other regulatory agencies, as may be required by law or regulations. Prior to the issuance of a purchase order and/or notice to proceed, the Contractor may be required to submit to MHTC a copy of their current Authority Certificate from the Secretary of State of the State of Missouri and/or a copy of their Certificate of No Tax Due from the Missouri Department of Revenue.
- c. Prior to the issuance of a purchase order and/or notice to proceed, all **out-of-state** Contractors **providing services** within the state of Missouri must submit to MHTC a copy of their current Transient Employer Certificate from the Missouri Department of Revenue, in addition to a copy of their current Authority Certificate from the Secretary of State of the State of Missouri.

Executive Order:

The Contractor shall comply with all the provisions of Executive Order 07-13, issued by the Honorable Matt Blunt, Governor of Missouri, on the sixth (6th) day of March, 2007. This Executive Order, which promulgates the State of Missouri's position to not tolerate persons who contract with the state engaging in or supporting illegal activities of employing individuals who are not eligible to work in the United States, is incorporated herein by reference and made a part of this Agreement.

- 1) "By signing this Agreement, the Contractor hereby certifies that any employee of the Contractor assigned to perform services under the contract is eligible and authorized to work in the United States in compliance with federal law."
- 2) In the event the Contractor fails to comply with the provisions of the Executive Order 07-13, or in the event the Commission has reasonable cause to believe that the contractor has knowingly employed individuals who are not eligible to work in the United States in violation of federal law, the Commission reserves the right to impose such contract sanctions as it may determine to be appropriate, including but not limited to contract cancellation, termination or suspension in whole or in part or both.
- 3) The Contractor shall include the provisions of this paragraph in every subcontract. The Contractor shall take such action with respect to any subcontract as the Commission may direct as a means of enforcing such provisions, including sanctions for noncompliance.

Cancellation of Contract

The MHTC may cancel the Contract at any time for a material breach of contractual obligations or for convenience by providing Contractor with written notice of cancellation. Should the MHTC exercise its right to cancel the contract for such reasons, cancellation will become effective upon the date specified in the notice of cancellation sent to the Contractor.

Bankruptcy or Insolvency

Upon filing for any bankruptcy or insolvency proceeding by or against the Contractor, whether voluntarily, or upon the appointment of a receiver, trustee, or assignee, for the benefit of creditors, the Commission reserves the right and sole discretion to either cancel the Agreement or affirm the

Missouri Highways and Transportation Commission
Standard Bid/Proposal Provisions, General Terms and Conditions and Special Terms and Conditions

Agreement and hold the Contractor responsible for damages.

Warranty

The Contractor expressly warrants that all equipment, supplies, and/or services provided shall: (1) conform to each and every specification, drawing, sample or other description which was furnished to or adopted by the MHTC, (2) be fit and sufficient for the purpose expressed in the solicitation documents, (3) be merchantable, (4) be of good materials and workmanship, and (5) be free from defect.

Status of Independent Contractor

The Contractor represents itself to be an independent Contractor offering such services to the general public and shall not represent itself or its employees to be an employee of the MHTC. Therefore, the Contractor shall assume all legal and financial responsibility for taxes, FICA, employee fringe benefits, workers' compensation, employee insurance, minimum wage requirements, overtime, etc., and agrees to indemnify, save and hold the MHTC, its officers, agents and employees harmless from and against any and all losses (including attorney fees) and damage of any kind related to such matters.

Non-Waiver

If one of the parties agrees to waive its right to enforce any term of this Contract, that party does not waive its right to enforce such term at any other time or to enforce any or all other terms of this Contract.

Indemnification

The Contractor shall defend, indemnify and hold harmless MHTC, including its members and department employees, from any claim or liability whether based on a claim for damages to real or personal property or to a person for any matter relating to or arising out of the Contractor's performance of its obligations under the contract awarded pursuant to this solicitation.

DRYLAM

SELECTION ♦ SOLUTIONS ♦ SIMPLICITY

Presents a revolutionary breakthrough in lamination technology...the Fujipla ALM 3220 Automatic Laminator

ALM 3220 Automatic Laminator

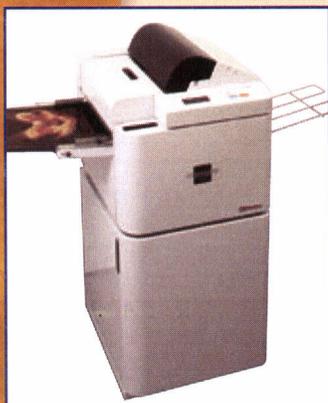
- Small Foot Print – less than 3 sq. ft.
- Portable – locking roller casters
- 115 Volt, 15 amp service with economy mode
- Ultra quick warm up of less than 5 minutes
- Virtually Unattended Operation
- Digital Sheets sizes: 12"x18", 8.5"x11", 11"x17"
- Automatically feeds up to 200 sheets
- Laminates copy paper or as heavy as 130# cover stock
- Automatic two side lamination
- Automatic Flush or Sealed edge trim option
- 1 year parts and labor warranty

ALM 3220 Exclusive A.S.A.P. Roll Film

- Perfect for Digital Print technology
- Anti-static properties

ALM 3220 Exclusive A.S.A.P. Roll Film

| | |
|---|-------------------------------|
| 1.5mil, 12.6" x 984 ft, Gloss | 1.5mil, 12.6" x 984 ft, Matte |
| 3.0mil, 12.6" x 492 ft, Gloss | 3.0mil, 12.6" x 492 ft, Matte |
| 5.0mil, 12.6" x 328 ft, Gloss | 5.0mil, 12.6" x 328 ft, Matte |
| 1.2mil, 12.6" x 984 ft, Nylon (One-sided application) | |



ALM Specifications

| | |
|---------------------------------|--|
| Model | ALM3220 |
| Laminating Speed | 20"-48"/min. |
| Temperature Range | 170-270°F |
| Ultra Fast Warm-Up Time | Approximately 5 minutes |
| Max Laminating Thickness | 16mil |
| Film Thickness | 1.2mil (One-sided application), 1.5mil, 3mil, 5mil A.S.A.P. Roll film |
| Thickness of Objects | 3-10mil |
| Paper Feeding | Capacity: 200 Sheets, Skew-Free Feature, Paper Guide |
| Applicable Sizes | Letter Paper Size: 8½" x 11" With Margin: 8.74" x 11.24" Without Margin: 8.38" x 10.88" Tabloid Paper Size: 11" x 17" With Margin: 11.24" x 17.24" Without Margin: 10.88" x 16.88" Digital Paper Paper Size: 12" x 18" With Margin: 12.24" x 18.24" Without Margin: 11.88" x 17.88" |
| Trimming Methods | 2 modes – Flush trim or edge seal for all 4 sides of the print |
| Operation Panel | LCD display for start, stop, temperature, speed, and trim settings |
| Other Features | Laminated sheet counter, Film tension control, Roller gap lever, Paper thickness adjustment lever, Automatic stop at end of film, Power saving mode, Emergency stop function |
| Power Consumption | 900W |
| Power Supply | AC 120V (60Hz) |
| Net Weight | Laminator: 110 Lbs. Stand: 48.5 Lbs. |
| Included Accessories | Stand with film waste box, Printed operations manual and CD |

www.drylam.com

P: 888-633-1973

F: 866-473-0534

10908 Strang Line Rd.

Lenexa, KS 66215

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