



<b>DATE:</b> November 05, 2009	<b>RFQ NUMBER(s):</b> 2010110062	<b>PROJECT NO:</b> 78485000
<b>REQ NEED BY DATE:</b>	<b>BID CLOSE DATE:</b> November 12, 2009	
<b>BIDDER</b> <b>COMPANY:</b> (SELECTED VENDOR)  <b>ATTN:</b> WASHINGTON DEFENSE SALES REP <b>PHONE:</b> <b>FAX:</b> <b>EMAIL:</b>	<b>BIDDER SHALL SUBMIT COMPLETED BID DOCUMENTS TO:</b>  URS - Washington Defense Group P.O. Box 20130 White Hall, Ar. 71612-0130 Attn ALISHA JOHNSON Phone 870-543-4741 Fax: 870-541-6999 Email alisha.johnson@wgint.com	
<b>*** Please provide GSA pricing if available****</b> <b>No substitutions on the following will be accepted unless otherwise stated</b>		

**THIS IS NOT AN ORDER**

THIS ORDER MEETS FEDERAL ACQUISITION REGULATION FLOW DOWN PROVISIONS - CONTRACT# DAAA09-97-C-0098  
YOUR PROPOSAL AND ANY SUBSEQUENT AWARD WILL BE SUBJECT TO THE TERMS AND CONDITIONS OF WASHINGTON'S  
PURCHASE ORDER. THESE TERMS AND CONDITIONS ARE AVAILABLE AT THE FOLLOWING WEBSITE:  
<http://pinebluffscm.wgint.com/procurement.php>

**THIS SECTION SHALL BE COMPLETED BY THE VENDOR:**

HOW LONG IS QUOTATION FIRM? (180 DAYS PREFERRED) \_\_\_\_\_

YOUR BUSINESS CLASSIFICATION: LARGE \_\_\_ SMALL \_\_\_ MINORITY/DISADVANTAGED \_\_\_ WOMAN OWNED \_\_\_  
 VETERAN OWNED \_\_\_ HUB ZONE \_\_\_ SDVO \_\_\_

ENTER COMPANY'S NORTH AMERICAN INDUSTRY CLASSIFICATION SYSTEM (NAICS) NUMBER: \_\_\_\_\_  
 SIZE STANDARD (IN MILLIONS OF DOLLARS) \_\_\_\_\_ AND/OR # OF EMPLOYEES \_\_\_\_\_  
 THIS INFORMATION CAN BE FOUND AT: <http://www.census.gov/epcd/www/naics.html>

TERMS OF PAYMENT (2% 10 NET 30 PREFERRED) \_\_\_\_\_

PROMISE DATE (DAYS/WEEKS AFTER RECEIPT OF ORDER) \_\_\_\_\_

FOB POINT (SPECIFY CITY & STATE) \_\_\_\_\_

SHIPPING POINT (SPECIFY CITY & STATE) \_\_\_\_\_

- Quote firm fixed prices exclusive of taxes, Arkansas State, City and County taxes will apply and be assessed at 8.25%. This Federal Project is not tax-exempt.
- Buyer reserves the right to accept or reject all or any part of any bid. Multiple awards may be awarded at the sole discretion of Washington Defense Group. The specified unit prices provided by a vendor will be used for price evaluation purposes and will be multiplied by the specified Washington Defense Group quantity for proposed total number of units. Washington Defense Group will evaluate total pricing, for award purposes only, by adding the total price for each line item together for all items specified.

APPROXIMATE WEIGHT \_\_\_\_\_ LBS. APPROXIMATE DIMENSIONS \_\_\_\_\_

**FREIGHT COSTS:**

- VENDOR DELIVER AT NO ADDITIONAL CHARGE YES ( ) NO ( ) \_\_\_\_\_
- SHIPPING METHOD \_\_\_\_\_ COST \$ \_\_\_\_\_
- FREIGHT: PREPAID AND ADD TO PURCHASE ORDERS \$ \_\_\_\_\_

(Shipping shall be quoted at actual costs by each vendor. Washington Defense Group will not include estimates for freight in the Purchase Order, nor will amounts over the quoted, actual freight be paid. Copies of the freight bill shall accompany the material invoice for payment. Failure to comply with these guidelines shall delay payment until the total request for payment is reconciled.)

CATALOG CUT SHEET AND/OR PRICE LIST SHEET OF ALL ITEMS QUOTED ARE SUBMITTED WITH RFQ: YES ( ) NO ( )

ARE YOU, OR ARE THE COMPANY PRINCIPALS, CURRENTLY DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT BY THE FEDERAL GOVERNMENT? YES ( ) NO ( )

This request for quotation is issued under the Department of Army Prime Contract NO. DAAA09-97-C-0098, DPAS Rating DO-A5. This request for quotation is for the terms, conditions and specification stated herein attached. It is the bidder's responsibility to ensure that confidential information is properly marked.

**BIDDER INFORMATION:**

IF PURCHASED, THE BUYER WILL BE:  
WASHINGTON DEFENSE GROUP  
INQUIRY ISSUED BY: ALISHA JOHNSON

COMPANY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_



<u>L/I</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>	<u>LEAD TIME</u>
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REQUISITION NBR: 2010110062

1            3    EACH

ITEM CODE: \_\_\_\_\_  
DESCRIPTION: CALENDAR, WALL  
VNDR PART NBR: \_\_\_\_\_  
MANUFACTURER: \_\_\_\_\_  
MANF PART NBR: \_\_\_\_\_  
ITEM DESCRIPTION: AAG-PM11-28, CALENDAR, 2010, WALL, 3-MONTH, VERTICAL FORMAT, WIREBOUND.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

2            2    EACH

ITEM CODE: \_\_\_\_\_  
DESCRIPTION: PLANNER, YEARLY  
VNDR PART NBR: \_\_\_\_\_  
MANUFACTURER: \_\_\_\_\_  
MANF PART NBR: \_\_\_\_\_  
ITEM DESCRIPTION: AAG-PM26-28, PLANNER, YEARLY, 2010, WRITE-ON, WIPE-OFF SURFACES, HORIZONTAL OR VERTICAL FORMAT, SHADED WEEKENDS, HOLIDAYS IN RED, 24 X 36.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

3            1    EACH

ITEM CODE: \_\_\_\_\_  
DESCRIPTION: ORGANIZER, REFILL  
VNDR PART NBR: \_\_\_\_\_  
MANUFACTURER: \_\_\_\_\_  
MANF PART NBR: \_\_\_\_\_  
ITEM DESCRIPTION: DTM-92800-0907, ORGANIZER REFILL, 2010, DAY TIMER, TWO PAGE PER DAY REFERENCE, JAN-DEC, DESK SIZE 5 1/2 X 8 1/2.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

4            1    EACH

ITEM CODE: \_\_\_\_\_  
DESCRIPTION: CALENDAR, WALL  
VNDR PART NBR: \_\_\_\_\_  
MANUFACTURER: \_\_\_\_\_  
MANF PART NBR: \_\_\_\_\_  
ITEM DESCRIPTION: AAG-PM9-28, CALENDAR, WALL, 2010, TWO MONTHS PER PAGE, RULED BLOCKS, FULL YEAR REFERENCE ON BOTTOM, WIREBOUND, HOLIDAYS IN RED, 22 X 29.



<u>L/I</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>	<u>LEAD TIME</u>
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REQUISITION NBR: 2010110062

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

5            1    EACH

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ITEM CODE:

DESCRIPTION:            CALENDAR, DESK PAD

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    AAG-SK25-17, CALENDAR, DESK PAD, 2010, MONTHLY, 22 X 17, BLUE.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

6            1    EACH

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ITEM CODE:

DESCRIPTION:            MARKER, DRY ERASE

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    DIX-92080, MARKER, DRY ERASE, FOR WHITE BOARDS, NON TOXIC, CHISEL POINT, ASSOTED COLORS, SET OF 8.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

7            1    EACH

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ITEM CODE:

DESCRIPTION:            PLANNER, DAILY

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    AAG-70-EP03-05, PLANNER, 2010, DAILY ACTION, ONE DAY PER PAGE, HALF PAGE FOR APPOINTMENTS, HALF PAGE FOR TO DO AND NOTES, WIREBOUND, BLACK COVER, 6 7/8 X 8 3/4.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_



<u>L/I</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>	<u>LEAD TIME</u>
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REQUISITION NBR: 2010110062

8            1    EACH

ITEM CODE:

DESCRIPTION:            CALENDAR, WALL

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    AAG-PM326-28, CALENDAR, 2010, WALL, YEARLY, ERASABLE, REVERSIBLE, HORIZONTAL OR VERTICAL FORMAT, HOLIDAYS IN RED, 48 X 32.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

9            1    EACH

ITEM CODE:

DESCRIPTION:            PLANNER, MONTHLY

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    AAG-70-130-05, PLANNER, 2010, MONTHLY, ONE MONTH PER SPREAD, UNRULED, WIREBOUND, 8 X 10, BLACK.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

10           1    EACH

ITEM CODE:

DESCRIPTION:            BOOK, APPOINTMENT

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    HOD-278-02, BOOK, APPOINTMENT, 2010, ONE WEEK PER SPREAD, 4 MONTH CALENDAR REFERENCE, SIMULATED LEATHER COVER, WIREBOUND, BLACK, 5 X 8.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

11           1    EACH

ITEM CODE:

DESCRIPTION:            CALENDAR, WALL

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    DTM-11304-0901, CALENDAR, 2010, WALL, WEEKLY/MONTHLY, TABBED MONTHLY, WITH SELF-STICK NOTE PADS, WHITE, 16 X 16 1/2.



<u>L/I</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>	<u>LEAD TIME</u>
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REQUISITION NBR: 2010110062

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

12            1    EACH

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ITEM CODE:

DESCRIPTION: CALENDAR, WALL

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION: AAG-DMW163-28, CALENDAR, 2010, WALL, MONTHLY, BLACK AND WHITE PHOTOGRAPHS, UNRULED BLOCKS, 12-MONTH CALENDAR REFERENCE, WIREBOUND, 15 1/2 X 22 3/4.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

13            2    EACH

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ITEM CODE:

DESCRIPTION: BOOK, APPOINTMENT

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION: AAG-70-207-05, BOOK, APPOINTMENT, 2010, ONE DAY PER PAGE, RULED, 4 MONTH CALENDAR REFERENCE, SIMULATED LEATHER COVER, BLACK, 4 7/8 X 8.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

14            1    EACH

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ITEM CODE:

DESCRIPTION: CALENDAR, WALL

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION: AAG-PM44-28, CALENDAR, 2010, WALL, MONTHLY, FLORAL, UNRULED BLOCKS, FULL YEAR CALENDAR REFERENCE, WIREBOUND, FULL CHIPBOARD BACK, 15 1/2 X 22 3/4.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_



<u>L/I</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>	<u>LEAD TIME</u>
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REQUISITION NBR: 2010110062

15            1    EACH

ITEM CODE:

DESCRIPTION:            CALENDAR, DESK PAD

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    AAG-SW201-00, CALENDAR, 2010, DESK PAD, MONTHLY, UNRULED  
BLOCKS, FULL YEAR REFERENCE CALENDAR, 22 X 17., BUFF.

VENDOR EXCEPTIONS / NOTES:

16            2    EACH

ITEM CODE:

DESCRIPTION:            CALENDAR, WALL

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    AAG-DMW201-28, CALENDAR, 2010, WALL, MONTHLY, SCENIC,  
WIREBOUND, UNRULED DAILY BLOCKS, 12 MONTH CALENDAR  
REFERENCE, 15 1/2 X 22 3/4.

VENDOR EXCEPTIONS / NOTES:

17            1    EACH

ITEM CODE:

DESCRIPTION:            BOOK, APPOINTMENT

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    HOD-528, BOOK, APPOINTMENT, 2010, LANDSCAPES,  
WEEKLY/MONTHLY, UNRULED, ONE WEEK PER SPREAD, SIMULATED  
SUEDE COVER, SPACE FOR NOTES, WIREBOUND, 8 1/2 X 11.

VENDOR EXCEPTIONS / NOTES:

18            1    EACH

ITEM CODE:

DESCRIPTION:            CALENDAR, DESK PAD

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    AAG-SK25-92, CALENDAR, DESK PAD, 2010, MONTHLY, 22 X 17, ROSE



<u>L/I</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>	<u>LEAD TIME</u>
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REQUISITION NBR: 2010110062

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

19            1    EACH

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ITEM CODE:

DESCRIPTION:            CALENDAR, WALL

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    AAG-PM3-28. CALENDAR, WALL, 2010, MONTHLY, RULED BLOCKS, FULL YEAR REFERENCE, HOLIDAYS HIGHLIGHTED IN RED, 15 1/2 X 22 3/4.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

20            1    EACH

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ITEM CODE:

DESCRIPTION:            CALENDAR, WALL

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    AAG-PM54-28. CALENDAR, WALL, 2010, MONTHLY, RULED BLOCKS, THIRTEEN MONTHS, 2 MONTH REFERENCE, HOLIDAYS HIGHLIGHTED IN RED, 15 1/2 X 22 3/4.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_

21            1    EACH

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ITEM CODE:

DESCRIPTION:            BOOK, APPOINTMENT

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    HOD-2896-32, BOOK, APPOINTMENT, 2010, DAILY/MONTHLY, RULED, ONE DAY PER PAGE, 4 MONTH REFERENCE BLOCK, BLACK, 7 X 10.

VENDOR EXCEPTIONS / NOTES: \_\_\_\_\_



<u>L/I</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>	<u>LEAD TIME</u>
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REQUISITION NBR: 2010110062

22            1    EACH

ITEM CODE:

DESCRIPTION:            TABLE, UTILITY

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    BRK-UT183030-LQ, TABLE, UTILITY, NON-FOLDING, STEEL LEGS, LAMINATE TOP, 30" HIGH, 30 X 18, OAK/BROWN.

VENDOR EXCEPTIONS / NOTES:

23            1    EACH

ITEM CODE:

DESCRIPTION:            BOOK, APPOINTMENT

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    HOD-260-02, BOOK, APPOINTMENT, 2010, ONE MONTH SPREAD, RULED, 2 MONTH REFERENCE BLOCKS, SIMULATED LEATHER COVER, BLACK, 8 1/2 X 11.

VENDOR EXCEPTIONS / NOTES:

24            10   EACH

ITEM CODE:

DESCRIPTION:            RULER, PLASTIC

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    ACM-12975, RULER, PLASTIC, TRANSPARENT, ASSORTED COLORS, 12", 1/16" AND METRIC SCALES.

VENDOR EXCEPTIONS / NOTES:

25            3    EACH

ITEM CODE:

DESCRIPTION:            NOTEBOOK, ONE-SUBJECT

VNDR PART NBR:

MANUFACTURER:

MANF PART NBR:

ITEM DESCRIPTION:    TOP-65100, NOTEBOOK, ONE-SUBJECT, FRONT COVER POCKET, THREE HOLE DRILLED, WHITE PAPER, COLLEGE RULED, ASSORTED COVER COLORS, 11 X 9.



EG&G Division

REQUEST FOR QUOTATION

<u>L/I</u>	<u>QTY</u>	<u>UOM</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>	<u>LEAD TIME</u>
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REQUISITION NBR:    2010110062

*VENDOR EXCEPTIONS / NOTES:* \_\_\_\_\_