



PURCHASING DEPARTMENT
PENNSYLVANIA TURNPIKE COMMISSION
P.O. BOX 67676 HARRISBURG, PA 17106 (717) 939-9551
REQUEST FOR QUOTATION

TERMS:
NET 30 DAYS

BID NAME Files 070709 DATED 06/23/09
SELLER Karen Ruch DUE DATE 07/07/09
Phone 717-920-7283 email kruch@paturndpike.com PAGE 1

Respondent _____ BIDDER
SIGNATURE _____ Company Name _____
PHONE _____ Address _____
FAX _____
EMAIL _____

SALE OF USED LATERAL & VERTICAL FILES

All items are located at: PA Turnpike Commission Warehouse
2715 South Front Street
Steelton, PA 17113

To schedule a pre-bid inspection, contact Keith Jack at 717-443-3083.

WE WILL BE ACCEPTING OFFERS FOR VARIOUS COLOR & SIZE LATERAL & VERTICAL FILES. ALL FILES HAVE BEEN PREVIOUSLY USED AND ARE IN A VARIETY OF CONDITIONS, BUT ALL ARE DEEMED USABLE OR SALEABLE.

OFFERS WILL BE ACCEPTED ON AN AMOUNT FOR EACH CABINET FOR A SPECIFIC QUANTITY OR A TOTAL AMOUNT FOR ALL.

AWARDS WILL BE MADE AT THE DISCRETION OF THE PENNSYLVANIA TURNPIKE COMMISSION.

ALL ITEMS ARE SOLD ON AN "AS IS, WHERE IS" BASIS. THE PTC OFFERS NO WARRANTIES FOR GUARANTEES, EXPRESS OR IMPLIED.

THE PTC RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS.

PAYMENT MUST BE MADE BY CERTIFIED CHECK ONLY. FULL PAYMENT MUST BE RECEIVED WITHIN FIVE (5) BUSINESS DAYS AFTER NOTIFICATION OF SUCCESSFUL BID. ALL EQUIPMENT MUST BE REMOVED FROM PTC PREMISES WITHIN TEN (10) BUSINESS DAYS AFTER RECEIPT OF PAYMENT.

Time for bid opening is 11:00 AM, local time. PTC will only provide the original bid document. Please make a copy for your records. All bids must be received and time-stamped in the Purchasing Department located at 700 S. Eisenhower Blvd., Middletown, PA, no later than the assigned bid opening time, or they will be refused and returned. There will be no exceptions, for any reason to this policy.



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(1) Item	(2) Description	(3) Quantity Available	(4) Quantity Requested	(5) Unit Price (each)	(6) Total Price
1	5 Drawer Vertical Files	18		\$	\$
2	4 Drawer Vertical File	1		\$	\$
3	3 Drawer Vertical Files	3		\$	\$
4	2 Drawer Vertical File	1		\$	\$
5	2 & 3 Drawer Lateral Files	2		\$	\$
6	3 Drawer Mobile Pedestal File	1		\$	\$
7	Mobile Storage Cabinet – 36”	1		\$	\$
8	ALL FILES	27	27	\$	\$
TOTAL BID					\$

**QUOTATION DELIVERY INSTRUCTIONS:
(DO NOT DISCARD)**

QUOTATION ENCLOSED (Check One) BID **NO-BID**
Bid # Due Date
**PENNSYLVANIA TURNPIKE COMMISSION
PURCHASING DEPARTMENT
P.O. Box 67676
HARRISBURG, PA 17106-7676**

- All bid quotations must be returned in a sealed envelope addressed exactly as shown above. The label may be cut out and affixed firmly to the response envelope. Failure to address envelope properly and include bid number and due date on face of envelope will be deemed sufficient reason for rejection of quotation.
- For Overnight or Express Delivery of bid documents, quotation must be sealed in a separate envelope addressed exactly as shown above. The sealed quotation may then be sent to:
Pennsylvania Turnpike Commission
700 South Eisenhower Boulevard
Middletown, PA 17057