



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

**TERMS:
NET 30 DAYS**

BID NAME	Furniture 072009	DATED	06/30/09
SELLER	Karen Ruch	DUE DATE	07/20/09
Phone	717-920-7283	email	kruch@paturnpike.com
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Respondent	_____	BIDDER
SIGNATURE	_____	Company Name _____
PHONE	_____	Address _____
FAX	_____	_____
EMAIL	_____	_____

SALE OF USED OFFICE FURNITURE

All items are located at: PA Turnpike Commission
TIP Building
2850 Turnpike Industrial Drive
Middletown, PA 17057

WE WILL BE ACCEPTING OFFERS FOR VARIOUS DESKS, CHAIRS AND WORKSTATIONS. ALL ITEMS HAVE BEEN PREVIOUSLY USED AND ARE IN GOOD CONDITION, BUT ALL ARE DEEMED USABLE OR SALEABLE. ALL ITEMS ARE SOLD ON AN "AS IS" BASIS. THE PTC OFFERS NO WARRANTIES FOR GUARANTEES, EXPRESS OR IMPLIED.

PRE-BID INSPECTION: PTC PERSONNEL WILL BE AVAILABLE TO LEAD A PRE-BID INSPECTION OF ALL SALE ITEMS ON MONDAY, JULY 13, 2009 AT 10:00 AM. NO OTHER INSPECTION DATE WILL BE SCHEDULED. INTERESTED PARTIES SHOULD ASSEMBLE AT THE MAIN ENTRANCE ON THE WEST SIDE OF THE BUILDING. PTC CONTACT FOR INSPECTION: SUE GARRETT, 717-645-8118 (CELL).

PHOTOS OF DESKS AND WORKSTATIONS MAY BE VIEWED AT
http://www.paturnpike.com/purchasing/Sales/Furniture_Photo_List.htm

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

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

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

AFTER PRE-BID INSPECTION, ALL DESKS AND WORKSTATIONS WILL BE DISASSEMBLED AND KEPT IN STORAGE AT THE LOCATION UNTIL REMOVAL.

PAYMENT MUST BE MADE BY CERTIFIED CHECK ONLY. FULL PAYMENT MUST BE RECEIVED WITHIN FIVE (5) BUSINESS DAYS AFTER NOTIFICATION OF SUCCESSFUL BID. ALL ITEMS 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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All furniture, unless stated otherwise, is Steelcase. Most do not have keys. Some have keyboard trays.

Item	Description	Quantity Available	Quantity Requested	Unit Price (each)	Total Price
1	Desks, Free-standing	6		\$	\$
2	Chair, square back	1		\$	\$
3	Chairs, round back	14		\$	\$
4	Task chairs, HON	4		\$	\$
5	Work Station, 8 x 8 ft, with 2 overhead storage bins and 2 pedestals	1		\$	\$
6	Work Station, 8 x 12 ft, with 2 overhead storage bins and 2 pedestals	1		\$	\$
7	Work Station, double, with peninsula table between, each 8 x 8 ft with 2 overhead storage bins and 2 pedestals.	1		\$	\$
8	Work Surface, 16 ft. long, 30 in. wide with 3 overhead storage bins and 2 pedestals	1		\$	\$
9	Work Station, 8 x 12 ft with 80 in. panels and door, 2 overhead storage bins and 2 pedestals.	1		\$	\$
10	Work Station, 8 x 6 ft, with transaction counter, 2 overhead storage bins and 2 pedestals	1		\$	\$
11	Work Station, 8 x 12 ft, 3 overhead storage bins and 2 pedestals	1		\$	\$
12	ALL ITEMS	32	32	\$	\$
TOTAL BID					\$

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

QUOTATION ENCLOSED (Check One) BID NO-BID

Bid # **Furniture 072009** Due Date **07/20/09**

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