



PMB 01231
BUREAU OF ADMINISTRATION
OFFICE OF PROCUREMENT MANAGEMENT
523 EAST CAPITOL
PIERRE, SD 57501-3182
(605) 773-3405
FAX (605) 773-4840



SD REVENUE & REGULATION

TAX RETURN WORKSHEETS & CITY SCHEDULES

NOTICE

CONTRACT EXTENSION

Western Web Printing
4005 S. Western Avenue
PO Box 5184
Sioux Falls, SD 57117-5184

April 11, 2012

Contact: Sara Pich
Phone: 605-339-2383
Fax: 605-339-1523
E-mail: sara@westerncommercial.com

Buyer: Missy Schuetzle

Vendor #12032717

Phone Number: 605-773-4277

Contract #16136

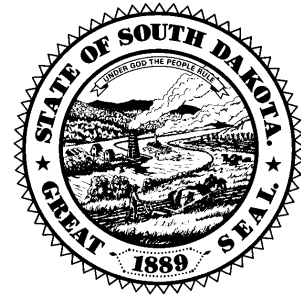
1. The contract for furnishing the SD Revenue & Regulation Tax Return Worksheets & City Schedules annual contract to the State of South Dakota, resulting from Solicitation #25641 has been extended for a period of one (1) year, beginning April 15, 2012 through April 14, 2013.
2. All terms, conditions and specifications of this contract are firm for the extended period.

Sincerely,

Steven L. Berg, Director
Office Procurement Management



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SD REVENUE & REGULATION TAX RETURN WORKSHEETS & CITY SCHEDULES

NOTICE OF AWARDS

Revised April 12, 2012. Contract extended through April 14 2013.

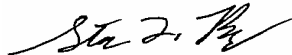
Buyer: Missy Schuetzle (007)
Phone: 605-773-4277
Fax: 605-773-4840
Email: Missy.Schuetzle@state.sd.us

Date: April 13, 2011

- 1. Contract Term:** This notice establishes contract(s) resulting from Solicitation # 25641 for a period of one (1) year, from April 15, 2011 through April 14, 2012 inclusive. The Solicitation and the vendor's response, along with the South Dakota Vendor's Manual are made part of the vendor's contract by this reference.
- 2. Extension:** The State may, at its own discretion, extend a contract for an additional two (2) months past the original contract expiration date. Further extensions may be for a period of one year. Notice shall be given by the State to the vendor at least 60 days prior to the termination of the contract, and the vendor shall agree to such extension within 30 days thereafter, before such extension period shall become effective.
- 3. Pricing:** All prices quoted in the referenced proposal are firm for the term of this contract. Price decreases are acceptable on invoice(s) presented for payment. If the open market price of a specific contract item is under the vendor's price, the State reserves the right to purchase the lower priced product.
- 4. Delivery:** The contractor shall furnish and deliver all of the awarded items of supplies, equipment, and commodities enumerated in the schedules and specifications, at the price and according to the terms and conditions, and of the kind, quality, and amounts and at the times specified in the schedules and specifications. The supplies, equipment and commodities shall be delivered to the Director of the Office of Procurement Management or to such State Department or State agency as he shall direct and such delivery shall be made without cost to the State.
- 5.** In the event of the inability or failure of the contractor to furnish and deliver any item or items enumerated in the schedules and specifications at the time and in accordance with the terms and conditions therein provided, the Director of the Office of Procurement Management may contract for or purchase such supplies, equipment, and commodities in the open market and the contractor shall make good the excess over the price named in the schedule and specifications and the cost of such supplies, equipment, and commodities in the open market provided however, that the foregoing provisions shall not apply where other penalties for any default in the performance of the conditions of this contract are provided for in the schedules and specifications.
- 6.** All orders must be bid F.O.B. destination with all transportation and handling charges paid by the vendor. Deliveries shall be made at such time, place and in such quantities as shown on the Purchase Order. All items in common usage are to be shipped within 30 days from the date of purchase order. An additional 10 days will be allowed for back-ordered items when notification is given, in writing, to the ordering agency that the items are not available for immediate delivery.
- 7.** All delivery tickets, invoices and statements shall show the purchase order number, brand or trade name and State Item Number when applicable as shown in this contract. Invoices must be submitted in duplicate to the

State Agency ordering the merchandise. DO NOT SUBMIT STATEMENTS OR INVOICES TO THE OFFICE OF PROCUREMENT MANAGEMENT AS IT ONLY DELAYS PAYMENT.

8. **Surety:** This contract(s) shall be in full force and effect upon the execution and delivery thereof and the furnishing and delivery by the Contractor, to the Office of Procurement Management, of a good and sufficient Surety Bond in the sum required by the above-referenced solicitation, to be approved by the Office of Procurement Management.
9. STATE AGENCIES MUST INCLUDE ITEM NUMBERS AND A BRIEF DESCRIPTION WHEN ORDERING FROM THIS CONTRACT.
10. **Unless otherwise indicated, payment for items on the contract(s) may be made with the South Dakota Purchasing Card (Citibank Master Card). State agencies may use the Purchasing Card when making purchases of \$1000.00 or less per transaction.**



Steven L. Berg, Director
Office of Procurement Management

CONTRACTORS

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Sioux Falls, SD 57117-5184

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Fax: 605-339-1523
E-mail: sara@westerncommercial.com

Vendor #12032717
Contract #16136

Sales Tax Return Worksheets

Western Web Printing
Vendor #12032717

1.	Qty: 15,000 - 40,000 (amount varies monthly). Monthly Printing: One 8.5" x 11" page, printed both sides, black and white 60# sub. Camera-ready copy provided (potential text changes monthly). All worksheets shall be packaged flat. Must be packed tightly to avoid any bending or warping with each form facing the same direction. Must be packed 1,000 to a case with a copy of the worksheet on the side of the box for easy identification of contents. Delivery will be five (5) working days after receipt of camera ready copy. Deadlines provided with each monthly printing are firm!	Price per M	\$27.39
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Contractors Excise Tax Return Worksheets

Western Web Printing
Vendor #12032717

2.	Qty: 2,000 - 9,000 (amount varies monthly). One 8.5" x 11" page, printed both sides, black and white 60# Canary. Camera-ready copy provided (potential text changes monthly). All worksheets shall be packaged flat. Must be packed tightly to avoid any bending or warping with each form facing the same direction. Must be packed 1,000 to a case with a copy of the worksheet on the side of the box for easy identification of contents. Delivery will be five (5) working days after receipt of camera ready copy. Deadlines provided with each monthly printing are firm!	Price Per M	\$30.91
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City Schedules

Western Web Printing
Vendor #12032717

3.	Qty: 2,000 - 9,000 (amount varies monthly). One 11" x 17" page, printed on both sides, black and white 20#. Folded in half to 8.5" x 11" and then to letter. Camera-ready copy provided (potential text changes monthly). Letter folded with South Dakota logo out. Must be packed tightly to avoid any bending or warping with each form facing the same direction. Must be packed 1,000 to a case with a copy of the worksheet on the side of the box for easy identification of contents. Delivery will be five (5) working days after receipt of camera ready copy. Deadlines provided with each monthly printing are firm!	Price Per M	\$48.46
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Additional Information

Copy provided by and shipped to: SD Dept. of Revenue & Regulation
Deb Osterkamp
C/O Central Supply Services
1320 E. Sioux Avenue
Pierre, SD 57501
