



INQUIRY

Reply must be made on this form.

Date: March 29, 2010

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Metropolitan Transportation Authority, a governmental instrumentality of the State of New York, hereby solicits from you a quotation of the prices for which you offer to furnish the following materials, equipment, supplies or services. The terms and conditions attached to this Inquiry will be applicable to any award made on your quotation. Awards will be evidenced by the issuance by Metropolitan Transportation Authority of a purchase order accepting your quotation. Metropolitan Transportation Authority reserves the sole right to waive minor informalities or irregularities in or to reject any or all quotations. Unless otherwise noted in the text of this Inquiry, awards will be made on a gross sum bid basis. Vendor's (Seller's) quotation must be signed by an authorized individual. All quotations must be sealed in the envelope provided with this Inquiry and returned to the Metropolitan Transportation Authority at the address indicated above. Once opened, quotations are firm and cannot be withdrawn for 90 days. Metropolitan Transportation Authority is exempt from state and local sales taxes and certain federal excise taxes on its purchases.

Inquiry #: 10043

For: 3-year Newspaper Delivery Service for the MTAHQ

Contract Manager: Sophia Faivush Phone: (212) 878-7103

Required Delivery Date: June 30, 2010

Quotations must be received no later than 3:00 PM on the 27th day of April, 2010

all quotations will be publicly opened on April 27, 2010 @ 3:00 PM at 347 Madison Avenue, New York, NY 10017-3739

Item	Quantity	Description	Unit Price
<p align="center"><u>RE: NEWSPAPER DELIVERY SERVICE</u></p> <p>YOU ARE HEREBY REQUESTED TO SUBMIT YOUR SEALED BID FOR A 3-YEAR NEWSPAPER DELIVERY SERVICES, COMMENCING JUNE 30, 2010 TO JUNE 29, 2013, IN FULL ACCORDANCE WITH THE TERMS, CONDITIONS AND SPECIFICATIONS CONTAINED HEREIN. ALL BID SUBMITTALS MUST INCLUDE THIS INQUIRY COVER PAGE (SIGNED WHERE INDICATED) AND THE COMPLETED PRICE SCHEDULE. THE AWARD WILL BE BASED ON THE GROSS SUM BID AMOUNT.</p> <p>PROSPECTIVE BIDDERS ARE ADVISED TO CAREFULLY REVIEW ALL THE INFORMATION HEREIN PRIOR TO OFFERING THE QUOTE.</p> <p>GROSS SUM BID MUST APPEAR ON LOWER RIGHT HAND CORNER OF THIS PAGE. BIDDER MUST SIGN AND COMPLETE ALL LINES IN THE LOWER LEFT HAND CORNER WHERE INDICATED. SEE PAGE 8-9, SECTION III FOR WHAT A BIDDER MUST DO TO PROPERLY SUBMIT A BID.</p>			<p>PLEASE STATE PRICING ON PRICE SCHEDULE</p>

Discount Terms (if applicable):

Name of Vendor:

Vendor's Signature:

Title:

Federal Tax ID#:

Date:

Boiler/Inquiries/Standard Inquiry Form.dot

Gross Sum Bid

**MTAHQ NEWSPAPER DELIVERY SERVICES FOR A PERIOD OF THREE (3)
YEARS**

PRICE SCHEDULE SUMMARY

ITEM	SUBSCRIBER	TITLE	COST PER PAPER PER DAY (COL.D)	# ISSUES PER WEEK (COL.E)	COST PER WEEK (COL.F)
1	TOLLERSON	DAILY NEWS (MONDAY-SATURDAY)		6	
2	TOLLERSON	NEW YORK POST (MONDAY-SATURDAY)		6	
3	TOLLERSON	NEW YORK TIMES (MONDAY-SATURDAY)		6	
4	TOLLERSON	NEWSDAY (MONDAY-SATURDAY)		6	
5	TOLLERSON	WALL STREET JOURNAL (MONDAY-FRIDAY)		5	

1	SOFFIN	DAILY NEWS (MONDAY-FRIDAY)		5	
2	SOFFIN	DAILY NEWS (SUNDAY)		1	
3	SOFFIN	NEW YORK POST (MONDAY-FRIDAY)		5	
4	SOFFIN	NEW YORK POST (SUNDAY)		1	
5	SOFFIN	NEW YORK TIMES (MONDAY-FRIDAY)		5	
6	SOFFIN	NEW YORK TIMES (SUNDAY)		1	
7	SOFFIN	NEWSDAY (MONDAY-FRIDAY)		5	
8	SOFFIN	NEWSDAY (SUNDAY)		1	
9	SOFFIN	VILLAGE VOICE (WEDNESDAY)		1	
10	SOFFIN	WALL STREET JOURNAL (MONDAY-FRIDAY)		5	
11	SOFFIN	NEW YORK OBSERVER (WEDNESDAY)		1	
12	SOFFIN	AMSTERDAM NEWS (THURSDAY)		1	

**MTAHQ NEWSPAPER DELIVERY SERVICES FOR A PERIOD OF THREE (3)
YEARS**

PRICE SCHEDULE SUMMARY

HOME DELIVERY TO CHAIRMAN WALDER

1	WALDER (HOME)	NEW YORK POST (MONDAY-FRIDAY)		5	
2	WALDER (HOME)	NEW YORK TIMES (MONDAY-FRIDAY)		5	
3	WALDER (HOME)	DAILY NEWS (MONDAY-FRIDAY)		5	

BUSINESS DELIVERY TO CHAIRMAN WALDER

1	WALDER (BUSINESS)	WASHINGTON POST (MONDAY-FRIDAY)		5	
2	WALDER (BUSINESS)	NEW YORK OBSERVER (WEDNESDAY)		1	
3	WALDER (BUSINESS)	NEWSDAY (MONDAY-FRIDAY)		5	
4	WALDER (BUSINESS)	WALL STREET JOURNAL (MONDAY-FRIDAY)		5	

1	LAW LIBRARY	DAILY NEWS (MONDAY-SAT.)		6	
2	LAW LIBRARY	NEW YORK POST (MONDAY-SAT.)		6	
3	LAW LIBRARY	NEW YORK TIMES (MONDAY-SAT.)		6	
5	LAW LIBRARY	NEWSDAY (MONDAY-SAT.)		6	
5	LAW LIBRARY	WALL STREET JOURNAL (MONDAY-FRIDAY)		5	

1	MONHEIM	NEW YORK TIMES (MONDAY-FRIDAY)		5	
					TOTAL COST PER WEEK= \$ ALL ITEMS

MTAHQ NEWSPAPER DELIVERY SERVICES FOR A PERIOD OF THREE (3)
YEARS

PRICE SCHEDULE SUMMARY

TOTAL COST PER WEEK (ALL ITEMS) = \$.....

TOTAL COST PER 1 YEAR (TOTAL OF ALL ITEMS) x 52 (WKS) = \$.....

TOTAL COST PER 3 YEARS = (TOTAL COST PER 1 YEAR) x 3 (YRS) = \$.....=

GROSS SUM BID AMOUNT \$.....

Discount for early payment (not required and will not be considered as a part of bid). However, offering a discount may encourage prompt payment that is required by law.

LEBELING OF NEWSPAPERS:

All newspapers shall be labeled and bundled by individual subscriber and delivered in good condition in accordance with the names listed in the Price Schedule.

Note: All Newspapers shall be delivered by 7:00 AM. Saturday/Sunday newspapers shall be delivered on Monday. DELIVERY SHALL BE MADE TWICE DAILY:

- A) ONE (1) DELIVERY BY 7:00 AM
- B) ONE (1) DELIVERY BY 10:00, IF NEEDED
- C) IF THE PAPER IS NOT DELIVERED AS SCHEDULED, IT SHOULD ARRIVE WITHIN 2 HOURS
- D) IF THE PAPER IS DELIVERED WET OR DAMAGED, A FRESH COPY SHOULD BE REDELIVERED WITHIN 2 HOURS

THE MTAHQ POINT OF CONTACT IS DENNIS MAFFETTONE AT 212-878-7192.

ALL DELIVERIES SHALL BE MADE TO:

MTAHQ, 347 MADISON AVE, NEW YORK, NY, FRONT DESK, LOBBY THE MAILROOM, LOWER LEVEL OR OTHER POSSIBLE MANHATTAN LOCATIONS AS SPECIFIED BY DENNIS MAFFETTONE.

- Items for Tollerson to be addressed to 347 Madison Ave., 7th floor
- Items for Soffin to be addressed to 347 Madison Ave., 5th floor.
- Items for Walder (Home) to be delivered to Mr. Jay H. Walder, [REDACTED] New York, NY [REDACTED]
- Items for Walder (Business) to be addressed to 347 Madison Ave., 7th floor.
- Items for Monheim to be addressed to 347 Madison Ave., 7th fl.
- Items for Law Library to be addressed to 347 Madison Ave., 9th fl.

**MTAHQ NEWSPAPER DELIVERY SERVICES FOR A PERIOD OF THREE (3)
YEARS**

PRICE SCHEDULE SUMMARY

Total Gross Sum in words:

Company's Legal Name

Company's Address

Vendor's Signature

Telephone Number

Print Name

Fax Number

Federal ID Number

Date

