

**STATE OF OHIO**  
**Department of Administrative Services**  
**General Services Division**  
**State Printing & Mail Services**

**PRESSWORK SHALL NOT BE SUBCONTRACTED UNDER THIS CONTRACT**

**INVITATION TO BID FOR: COMMUNITY SUPPORT NETWORK PRESCRIPTION BLANK**

**BID NUMBER: 6P1251**

**BID NOTICE DATE: MAY 5, 2016**

**OPENING DATE: MAY 10, 2016 (BIDS CAN ONLY BE SUBMITTED ONLINE, VISIT <http://apps.das.ohio.gov/AQS/vwopenjobs.aspx>, FOR INSTRUCTIONS).**

INSTRUCTIONS, TERMS AND CONDITIONS FOR BIDDING, STANDARD CONTRACT TERMS AND CONDITIONS, SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS AND ADDITIONAL SPECIFICATIONS Revised 10/2013, are a part of this Invitation to Bid. All prior versions of Instructions to Bidders, Contract Terms and Conditions are null and void.

Any questions or clarifications regarding this Invitation to Bid (ITB) should be directed to State Printing & Mail Services at (614)-752-0060 or e-mail: [mike.ruehrmund@das.ohio.gov](mailto:mike.ruehrmund@das.ohio.gov)

**SPECIFICATIONS AND PRICING**

**1. DESCRIPTION:** The purpose of this Invitation to Bid (ITB) is to obtain a contractor to provide Prescription Blanks for use by the Ohio Department of Mental Health.

**2. QUANTITY:** 1,875 (exact quantity).

**3. LOT PRICE AWARD:** There will be one (1) low lot total award made to the lowest responsive and responsible bidder meeting all bid specifications and requirements listed herein. Any award made pursuant to this Invitation to Bid shall be placed with the lowest responsive and responsible bidder having proper facilities to insure prompt performance of the work. Bidder shall not insert a unit cost more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point shall be dropped by DAS and not used in evaluation and any subsequent award.

**4. SPECIFICATIONS:** This job is for tamper proof prescription blanks, printed one side, carbonless, tamper proof paper (chemically treated, blue watermark feature, warning band, void pantograph, Thermo-chromic ink.

**A. SIZE:** 5-1/2" X 4-1/2"

**B. STOCK:** part 1, 15# CB, white carbonless, part 2, 15# CF, canary carbonless

**C. PRESSWORK:** Print one side, black, color voided background, microprint lines, erasure protection, reverse Rx dropout, thermo-chromic ink, on back, artificial watermark, coin reactive ink.

**D. INK:** Black thermo-chromic ink

**E. BINDERY:** Fan a part adhesive, 25 sets per package

**F. TYPESETTING:** Awarded vendor may need to typeset 10 lines of text and add/change telephone number.

**G. SUPPLIED TO VENDOR:** A previously printed sample with changes will be furnished to the selected vendor. Return all state supplied materials to the proof to person.

**H. PROOF:** A laser proof shall be delivered to: Joy McFadden RN, TVBH, Community Support Network, 3595 Sullivant Avenue, Columbus, OH 43228

**I. PACKAGING:** Shrink wrap 25 sets per package, carton pack, label with title and quantity.

**5. DELIVERY: REQUESTED MAY 24, 2016 OR SOONER. (DELIVER TO: JOY MCFADDEN RN, TVBH, COMUNNITY SUPPORT NETWORK, 3595 SULLIVANT AVENUE, COLUMBUS, OH 43228)**

**6. INVOICE: DAS STATE PRINTING, ATTN.: INVOICE PROCESSING, 4200 SURFACE ROAD, COLUMBUS, OHIO 43228-1395  
ALL INVOICES MUST REFERENCE: JOB NUMBER 6P1251 WITH 2 SAMPLES & A DELIVERY RECEIPT.**