# 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: Pub 5127 Stream Fishes of Ohio Guidebook

## BID NUMBER: 6P1329

## BID NOTICE DATE: May 23, 2016

## OPENING DATE: May 26, 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)-466-0389** or e-mail: **Lynn.Allen@das.ohio.gov**.

**SPECIFICATIONS AND PRICING**

**1. DESCRIPTION:** The purpose of this Invitation to Bid (ITB) is to obtain a contractor to provide the Stream Fishes of Ohio Guidebook printed four-color process with bleeds throughout, 80 pages self-cover, for use by the Ohio Department of Natural Resources. **Press sheet inspection requested.**

**2. QUANTITY:** 25,000 exact

**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:** Booklet, 80 pages, self-cover printed four color process, bleeds using 200 line screen minimum, 7 ½" x 5 1/8" stitched on the 7 ½" edge. Inspection of press form(s) requested.

**A. SIZE:** 5 1/8" x 7 ½", saddle stitched long edge. No Under sizing allowed.

**B. STOCK:** White 70# recycled gloss text, grade 2**.**

**C. PRESSWORK:** Offset printed using 200 line screen minimum, head to head.

**D. INK:** Four-color process, bleeds.

**E. BINDERY:** Fold, collate in page sequence, saddle stitch on the 7 ½" edge, trim to 7½" x 5 1/8".

**F. TYPESETTING:** Set type for and strip in cost box / line in 5 point type on back cover; show cost information on proof.

**G. SUPPLIED TO VENDOR:** Pdf. and a previously printed sample will be furnished to the selected vendor. Print must be exactly as file provided at 100% or shipment will be refused.

**H. PROOF:** A hard copy high resolution ink jet or digital proof to size in page order shall be delivered to ODNR Division of Wildlife, Attn: Chad Crouch, 2045 Morse Road, Bldg G-2, Columbus, Ohio 43229-6693.

**I. JOB REQUIRES ON SITE INSPECTION OF PRESS SHEET:** Bidder must include in the bid submission, all cost associated with the travel and lodging of two State Employees to the vendor's production facility for the purpose of viewing and inspection of press sheet. The printer shall not print without receipt of approval to proceed. Press sheet inspection is requested.

**J. PACKAGING:** Shrink-wrap 20 per pack & label.

**K. CARTON PACK**: Carton pack and label Pub 5127 Stream Fishes of Ohio Guide Book and quantity per carton, max 30# per carton.

**L. SHIP TO:** Division of Wildlife
Warehouse,
1500 Dublin Road,
Columbus, Ohio 43215.

**5. DELIVERY:** REQUESTED JUNE 30, 2063.

**6. INVOICE:** DAS STATE PRINTING,
ATTN.: INVOICE PROCESSING,
4200 SURFACE ROAD,
COLUMBUS, OHIO 43228-1395

**ALL INVOICES MUST REFERENCE:** JOB NUMBER 6P1329 with 2 samples & a delivery receipt.