

STATE OF OHIO

Department of Administrative Services
General Services Division
State Printing & Mail Services

NO SUBCONTRACTING OF PRESSWORK ALLOWED

INVITATION TO BID FOR: Educational Leaflet 16: Ohio Topographic Map

BID NUMBER: 6P1337

BID NOTICE DATE: May 23, 2016

OPENING DATE: June 2, 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 is to provide Educational Leaflet 16 for use by the Ohio Department of Natural Resources / Geological Survey. Press sheet inspection requested.
2. **QUANTITY:** 7,500. **TOTAL.** Exact.
3. **SPECIFICATIONS:** Map, 18 ½" x 17", four-color process two sides using 70# white gloss text, fold to 8 ½" x 3 5/8" Shall be printed from metal plates or similar technology, no paper plates shall be used. A press check is requested.
 - A. **SIZE:** 18 ½" x 17". No under sizing allowed.
 - B. **STOCK:** White gloss 70# recycled text.
 - B. **PRESSWORK:** Offset only, from metal plates.
 - C. **NOTICE:** A very High Quality product is required. Product shall be free of Newton Rings, no hickies, spots, extraneous marks or moiré patterns. Shall be uniform over the entire run. No torn or damaged pages allowed. Exact registration required.
 - D. **INK:** Four-color process, bleeds.
 - E. **BINDERY:** Fold to 8 ½" x 3 5/8".
 - F. **TYPESETTING:** Set in 5 pt. type and strip cost line centered at the foot of the back panel.
 - F. **SUPPLIED TO VENDOR:** Pdf & fold sample supplied.

- G. **COST BOX:** Should be reduced and placed at the foot of the backside of the maps. Please use metal plates or similar technology and print on an offset press, paper plates are unacceptable.
- H. **SHRINK-WRAP:** Shrink-wrap & label with title in 50's. Carton pack in boxes that do not exceed 10 inches in height and 50 pounds
- I. **PROOF:** A press **match proof** along with a folding sample shall be delivered to: **Chuck Salmons, ODNR /Geological Survey, Building C-1, 2045 Morse Road, Columbus, Ohio 43229-6693.**
- J. **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.
- K. **PACKAGING:** Shrink-wrap 50 per pack & label with title and quantity. Pack in cartons not to exceed 10 inches in height. Carton pack & label with title, quantity per carton, not to exceed 50# per carton & 10 inches in height.

5. **DELIVERY:** REQUESTED JULY 1, 2016

6. **DELIVER TO:**

Horace R. Collins Lab.
3307 South Old State Rd.
Delaware, Ohio 43015-7635

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

8. **ALL INVOICES MUST REFERENCE:** JOB NUMBER 6P1337. Send two samples with invoice. & delivery receipt.