

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: JFS 01677 (5/15) FOSTER YOUTH RIGHTS HANDBOOK

BID NUMBER: 6P1377

BID NOTICE DATE: JUNE 1, 2016

OPENING DATE: JUNE 6, 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.state.oh.us.

SPECIFICATIONS AND PRICING

1. DESCRIPTION: The purpose of this Invitation to Bid (ITB) is to obtain a contractor to provide Handbook for use by the Ohio Department of Job & Family Services.

2. QUANTITY: 4,000 each (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: 40 pages plus cover, 80# FLO matte cover, 70# FSC dull text, coil bind on 11" dimension, 4 color cover with bleeds, 2 color text, 8-1/2" X 11".

A. SIZE: 8-1/2" X 11"

B. STOCK: cover-80# Flo gloss cover, text-70# FSC dull text

C. PRESSWORK: prints two sides, head to head

D. INK: 4 color cover and black and PMS 382 text

E. BINDERY: page 35/36 has a horizontal perforation at 5-1/2" and coil binding on 11" dimension

F. FINISHED TRIM SIZE: 8-1/2" X 11"

G. TYPESETTING: N/A

H. SUPPLIED TO VENDOR: A pdf will be furnished to awarded vendor. Return all state supplied materials to the proof to person.

I. SAMPLES: No sample available.

J. PROOF: A hard copy proof shall be delivered to: JFS Families & Children, Attn: Yvette Turner, 30 E. Broad St., 32nd Floor, Columbus, OH 43215

K. PACKAGING: 100 per carton, label with "JFS 01677 (5/2015) Foster Youth Rights Handbook" and quantity per carton.

L. ADDITIONAL SPECIFICATIONS:

5. DELIVERY: REQUESTED JUNE 28, 2016 OR SOONER (DELIVER TO: JFS WAREHOUSE, 2098 INTEGRITY DR. N., COLUMBUS, OH 43209)

**6. INVOICE: DAS STATE PRINTING, ATTN.: INVOICE PROCESSING, 4200 SURFACE ROAD, COLUMBUS, OHIO 43228-1395
ALL INVOICES MUST REFERENCE: JOB NUMBER 6P1377 WITH 2 SAMPLES & A DELIVERY RECEIPT.**