

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: Guide to Ohio's State Nature Preserves

BID NUMBER: 6P1425

BID NOTICE DATE: June 8, 2016

OPENING DATE: June 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)-466-0389 or e-mail: Lynn.Allen@das.ohio.gov.

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SPECIFICATIONS AND PRICING

1. **DESCRIPTION:** The purpose of this Invitation to Bid (ITB) is to obtain a contractor to provide Guide to Ohio's State Nature Preserves printed process color, two sides & folded for use by the Ohio Department of Natural Resources.
2. **QUANTITY:** 50,000. Exact 3/4"
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:** Brochure printed in color, 17" x 23 3/4" with bleeds, folded, shrink in 100's. Press check requested.
 - A. **SIZE:** 17" x 23 3/4" prior to fold.
 - B. **STOCK:** White recycled gloss 70# text, grade 2.
 - C. **PRESSWORK:** Offset printed (175 line as a minimum) using 4 unit press to allow press sheet inspection. Each side will be inspected.
 - D. **INK:** Four color-process with bleeds.
 - E. **BINDERY:** Fold to 12" x 8 1/2", tri fold to 4" x 8 1/4".
 - F. **TYPESETTING:** Set and strip in cost information in 6 point type.
 - G. **SUPPLIED TO VENDOR:** Pdf supplied.

- H. **PROOF:** A high resolution ink jet or digital proof shall be delivered to: ODNR Division of Natural Areas, Heidi Hetzel-Evans, F-1, 2045 Morse Road, Columbus, Ohio 43229.

- 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.

- J. **PACKAGING:** Paper wrap 100 per package and label with title and quantity per package, Carton wrap and label same.

5. **DELIVERY: REQUESTED** JULY 8, 2016.

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

ALL INVOICES MUST REFERENCE: JOB NUMBER 6P1425 with 2 samples & a delivery receipt.