

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

MINORITY SET-ASIDE BID IN ACCORDANCE WITH ORC CH.125.08.1

PRESSWORK SHALL NOT BE SUBCONTRACTED UNDER THIS CONTRACT

INVITATION TO BID FOR: 2017 OHIF 2 IFTA TAX DECALS

BID NUMBER: 7P0003

BID NOTICE DATE: JUNE 17, 2016

OPENING DATE: JULY 5, 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 2017 OHIF 2 IFTA Tax Decals for use by the Ohio Department of Taxation.

2. QUANTITY: 180,000 sets (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: IFTA Decals shall be 3" x 3" dual decals (6" x 3" size with backer), two color, for outdoor application.

A. SIZE: Finished trim size shall be 3" x 3," 2 up to equal 6" x 3."

B. STOCK: Shall be white with a minimum dry thickness of .004" (4 mil) with a white, screen print, protective backer liner (backer sheet). Shall be clear-coated with a Coating Clear U10V or R101 or equivalent, which will guarantee surface exposure to the elements for a period of 18 months. The clear coating should obtain a minimum dry thickness of .0004 inches (.4 mil). The surface shall be sufficiently solvent-resistant to permit cleaning with solvents such as VM&P naphtha, mineral spirits, turpentine or other solvents commonly used on vehicle finishes. Rinsed and dried, the surface of the decal shall show no appreciable change following cleaning when compared to a new, clean decal. Decal sets shall be free from ragged edges, cracks and blisters. Decals shall be moisture-resistant.

C. PRESSWORK: Shall be printed on two sides, full bleed on front. The letters "IFTA" shall be a minimum of 3/4" high with the letter "I" located in the upper left hand corner, the letter "A" to be located in the bottom lower right hand corner and the letters F, T evenly spaced between to form a diagonal design from the upper left to lower right corner. The two-letter jurisdiction designation shall be displayed in the lower left-hand corner and the last two numbers of the appropriate year shall be displayed in the upper right-hand corner. Both the two-letter jurisdiction designation in the lower left corner and the last two numbers of the appropriate year in the upper right hand corner shall be a minimum of 3/8" high. There shall be a 1/8" white border around the edge of each decal. Front side shall print in two colors, and the backer in black only. The backer shall be printed with line copy only.

D. INK: The color of the background shall be green as specified to match Sunfast inks using Pantone 354C. All inks used shall have a minimum life of 18 months without fading, peeling, or cracking. The letters IFTA are to be printed in Arial Black 72 font in the color white. The two-letter jurisdiction designation and the last two numbers of the appropriate year are to be printed in Arial Black 36 font in the color white.

E. BINDERY: Die-cut, kiss-cut to separate the two decals.

F. TYPESETTING: Shall set lettering and State of Ohio outline to match mock-up.

G. SUPPLIED TO VENDOR: PHOTOCOPY WITH CHANGES NOTED WILL BE FURNISHED TO THE SELECTED VENDOR.

Return all state supplied materials to the proof to person.

H. SAMPLES: Samples of stock and color samples being proposed (Green Pantone 354C) shall be submitted to State Printing within two working days of request from State Printing. Failure to provide the sample(s) as specified may result in the bidder being deemed not responsive.

I. PROOF: Two proofs of the decal shall be delivered to the ordering agency within seven (7) calendar days after the award of bid. One proof of the decal will be retained by the Department of Taxation. Deliver proof to: Matthew Long, Department of Taxation, 4485 Northland Ridge Blvd., Columbus, Ohio 43229.

J. PACKAGING: Shall be packaged and labeled as "2017 OHIF-2." Each box should contain a single row of 500 (2 up) decals with the beginning and ending number series of decals contained within and quantity printed on the outside of each individual box. The decals shall be in ascending order beginning with 000001 for 2017 OHIF-2. Each carton pack shall contain five (5) individual boxes. The numbered series contained within shall be shown on the outside of each carton. The packing list must be clearly visible on the outside of one of the cartons on the pallet(s). Decals shall be shipped on nonreturnable pallets.

K. ADDITIONAL SPECIFICATIONS: The decals shall maintain a tight bond to the surface it is applied to until it is intentionally removed. The decals will be applied to exterior painted surfaces of motor vehicles. The decals and adhesives shall be capable of withstanding rain, snow and temperatures ranging from -40° F to 200° F. Once set, the decals shall not be capable of being removed without causing irreparable damage to the decal and shall be guaranteed for a period of 18 months from the date of application.

L. NUMBERING: Ohio IFTA-2 IFTA Tax Decal shall be numbered no less than 3/16" high in black starting with 000001 and ending with 180000 (2 decals per number). The consecutive number shall be located on the bottom of the decal between the two-letter jurisdiction designation and the letter "A." Successful vendor shall quality control number series and replace all missing numbers and remove any duplicates.

5. DELIVERY: REQUIRED SEPTEMBER 4, 2016. Matthew Long, Department of Taxation, 4485 Northland Ridge Blvd., South Side Dock Door, Columbus, Ohio 43229.

A PACKING SLIP IS REQUIRED WITH ALL DELIVERIES, NO EXCEPTIONS.

**6. INVOICE: DAS STATE PRINTING, ATTN.: INVOICE PROCESSING, 4200 SURFACE ROAD, COLUMBUS, OHIO 43228-1395
ALL INVOICES MUST REFERENCE: JOB NUMBER 7P0003 WITH 2 SAMPLES & A DELIVERY RECEIPT.**