

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 08089 OMJ NEXT BEST JOB BOOK

BID NUMBER: 7P0036

BID NOTICE DATE: JULY 8, 2016

OPENING DATE: JULY 14, 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.ohio.gov

SPECIFICATIONS AND PRICING

- 1. DESCRIPTION:** The purpose of this Invitation to Bid (ITB) is to obtain a contractor to provide OMJ Next Best Job Book for use by the Ohio Department of Job & Family Services.
- 2. QUANTITY:** 10,000 (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:** 36 page including cover, 11" x 17", printed two sides, head to head, four color process, folded, saddle stitched.
 - A. SIZE:** 11" X 17"
 - B. STOCK:** Text - 80# Burgo Chorus Art Glossy & Cover – 100# Burgo Chorus Art Glossy
 - C. PRESSWORK:** Print two sides, head to head
 - D. INK:** Four Color Process
 - E. BINDERY:** score, fold and saddle stitch, shrink wrap 50 per package
 - F. FINISHED TRIM SIZE:** 8-1/2" X 11"
 - G. TYPESETTING:** Set and strip in 5pt type cost line information, centered on lower back page
 - H. SUPPLIED TO VENDOR:** A pdf will be furnished to the selected vendor. Return all state supplied materials to the proof to person.
 - I. PROOF:** A laser hard copy proof shall be delivered to: Communications, Yvette Turner, 30 E. Broad Street, 32nd Floor, Columbus, OH 43215
 - J. PACKAGING:** Shrink wrap 50 per package, carton pack, label with JFS 08089 (Rev. 6/16), OMJ Next Best Job Book, with quantity per carton.

K. ADDITIONAL SPECIFICATIONS:

5. DELIVERY: REQUESTED AUGUST 3, 2016 OR SOONER (DELIVER TO: JFS WAREHOUSE, 2098 INTEGRITY DRIVE NORTH, COLUMBUS, OH 43209)

**6. INVOICE: DAS STATE PRINTING, ATTN.: INVOICE PROCESSING, 4200 SURFACE ROAD, COLUMBUS, OHIO 43228-1395
ALL INVOICES MUST REFERENCE: JOB NUMBER 7P0036 WITH 2 SAMPLES & A DELIVERY RECEIPT.**