

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

INVITATION TO BID FOR: DNR 6212 Boat Rental Ticket

BID NUMBER: 4P0002

BID NOTICE DATE: June 20, 2013

OPENING DATE: July 1, 2013 (BIDS CAN ONLY BE SUBMITTED ONLINE, VISIT <http://apps.das.ohio.gov/aqs/viewJobLayout.aspx>, FOR INSTRUCTIONS).

INSTRUCTIONS, TERMS AND CONDITIONS FOR BIDDING, STANDARD CONTRACT TERMS AND CONDITIONS, SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS AND ADDITIONAL SPECIFICATIONS Revised 10-1-07, 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.state.oh.us**

SPECIFICATIONS AND PRICING

- 1. DESCRIPTION:** The purpose of this Invitation to Bid (ITB) is to obtain a contractor to provide the Boat Rental Ticket, with press numbering for use by the Ohio Department of Natural Resources.
- 2. QUANTITY:** 30,000 (Exact only, no under / over / missing / duplicate or crash through numbering allowed).
- 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:** Carbonless, three part form, perforated left edge stub, common face, backer 1 & 3 printed/common, consecutively PRESS numbered in red, one position.
 - A. SIZE:** 8" x 5" tear out size, 8 ½" x 5" overall size (1/2" perforated left stub)
 - B. STOCK:** Carbonless 15# bond, part 1 white CB, part 2 canary CFB, part 3 buff 33# ledger / tag CF. Grade Finders requirement waived for this bid.
 - C. PRESSWORK:** Offset printed two side, common plate face plate, common part 1 & 3 backer. Red press numbering is required.
 - D. INK:** Black copy all parts with press numbering in RED on all parts. Screened black on backers.
 - E. BINDERY:** Perforated 1/2" left glued stub, two ¼" file holes top edge 1/4" from top edge, centered 2 ¾" C to C.
 - F. NUMBERING:** Press number all parts, RED INK start 910001. End 220000.

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G. SUPPLIED TO VENDOR: PDF files will be furnished to the selected vendor. Print must be exactly as file provided at 100% or shipment will be refused.

H. PROOF: A high resolution ink jet or digital proof with perforation & number position clearly marked & ink color called out, shall be delivered to ODNR Parks & Recreation, Attn: Jean Backs, 2045 Morse Road, Bldg C-3, Columbus, Ohio 43229-6693.

I. PACKAGING: Shrink-wrap 250 and label with DNR 6212, title, and number series, quantity per pack, Carton pack and label same.

J. SHIP TO: ODNR Warehouse,
Attn: Virginia Ramey
2045 Morse Road, Bldg I,
Columbus, Ohio 43229

5. DELIVERY: REQUESTED July 18, 2013.

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

ALL INVOICES MUST REFERENCE: JOB NUMBER 4P0002 with two samples and a signed packing slip.