

STATE OF OHIO

Department of Administrative Services
General Services Division
State Printing & Mail Services

NO SUBCONTRACTING OF PRESSWORK ALLOWED

INVITATION TO BID FOR: BMV 5795 1/14 (ATS14C) 2017 Expiration All-Terrain Sticker. Prints two color, bleed, 6 Mil reflective sticker, with instructions printed on backing. State of Ohio shaped die cut prints as a set of two on one 3" x 6" sticker, kiss-cut to 2.57" x 2.7". Sequential numbering. Shrink-wrap & label @ 49 sets of 2 decals per pkg.

BID NUMBER: 4P0268

BID NOTICE DATE: September 3, 2013

OPENING DATE: September 9, 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 BMV 5795 1/14 (ATS14C) 2017 Expiration All-Terrain Sticker for use by the Ohio Department of Public Safety.
2. **EXACT QUANTITY: 7,840 (49 SETS OF TWO DECALS PER PKG).**
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:** Two on reflective two color label numbered, kiss-cut, backer printed with instructions.
 - A. **SIZE:** 3" x 6"
 - B. **STOCK:** Material shall be 6 Mil White reflective sheeting, with pressure-sensitive permanent weather resistant adhesive that will withstand temperatures of minus 10 degrees Fahrenheit or warmer. It shall form a durable bond to any well-painted, or unpainted corrosion-proof material; such as galvanized steel, aluminum, etc. Stickers applied in accordance with instructions, shall not blister, lift, or delaminate when subjected to gasoline, kerosene, diesel oils, water, steam, and cleaning detergents normally encountered in cleaning and washing services, nor fade, disintegrate, or come off from extended exposure within a period of three years. The label shall be kiss-cut. Grade Finders requirement waived for this Bid.
 - C. **PRESSWORK:** Print two ink colors on face, one on backer.
 - D. **NUMBERING:** Serialized range numbering shall be in a 3/16" font and located in the box in the upper right-hand corner of the sticker. Each set shall contain the same number. See additional list of ranges starting with 7C02AA and ending with 7C99DH. Omit all "Letter O" and "Letter I" ranges.

- E. INK:** PMS 166C (Orange) and Black, weather and fade resistant ink. Sticker side prints two color, full bleed with sequential numbering; two stickers per sheet, must have same numbering. Back side prints instructions in Black only.
- F. BINDERY:** Kiss cut two "State of Ohio" decals per 3" x 6" plate.
- G. FINISHED TRIM SIZE:** 3" X 6", with Kiss-cut on each of the State of Ohio outlines 2.57" x 2.7"
- H. SUPPLIED TO VENDOR:** A PDF will be furnished to the selected vendor.
- I. PROOF:** A Color laser to size, in page order and carton and/or package label proofs shall be sent to Ohio Department of Public Safety, Printing & Mail Services ATTN: Randy Bare Proof may be emailed to PrintRequest@dps.state.oh.us
- If delivered or sent via Express Mail, send to 1970 W. Broad St., Columbus, OH 43223-1102
or
 - If sending via U.S. Postal Service, send to PO Box 182081, Columbus, OH 43218-2081
- J. PACKAGING:** Stickers shall be shrinkwrapped 49 sets of decals per package, in sequential order, with the lowest number on top, in cartons of 20 packages each (980 stickers). Each package shall pack from left to right in carton, consecutively from top to bottom, with lowest package number on top, and consecutive number range listed on package and carton labels. All skids should be marked with the ranges, as well
- K. REQUIRED PACKAGE LABELS:** BMV 5795 1/14 (ATS 14C) 2017 Expiration All-Terrain Sticker 26701
Serialized range in pkg
- L. REQUIRED CARTON LABELS:** BMV 5795 1/14 (ATS 14C) 2017 Expiration All-Terrain Sticker 26701
Serialized range in Carton and quantity in carton. All cartons must contain equal quantity with the exception of last carton.

PACKING SLIP: With delivery, provide a delivery receipt which shall include the following information: Name of ordering agency, DAS job number, ODPS order number **26701**, quantity ordered, quantity shipped, requested delivery date, actual date of delivery, title of material, and change order(s), if applicable.

PALLET SPECIFICATIONS: The cartons shall be securely fastened to four-way (40 inches by 48 inches) pallets, by using shrink-wrap or stretch film. All loaded pallets shall be in cube form, so they are stackable. The loaded cartons shall not extend beyond the perimeter of the pallet. The maximum loaded pallet height **shall not exceed 56 inches as measured from the bottom of the pallet**. The maximum pallet load shall not exceed a maximum weight of 3,300 pounds.

5. DELIVERY: REQUESTED BY 10/28/2013

SHIP TO: OPI Lebanon, 3791 State Route 63, Lebanon OH 45036
Attention: Mark Mechley

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

ALL INVOICES MUST REFERENCE: JOB NUMBER 4P0268 with a delivery receipt.