

STATE OF OHIO

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

INVITATION TO BID FOR: IC 63-Ohio's Geology In Core & Outcrop, Field Guide

BID NUMBER: 4P0391

BID NOTICE DATE: September 27, 2013

OPENING DATE: October 7, 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 is to provide **The Field Guide, a very high quality coil bound booklet digitally printed (offset allowed)** for use by the Ohio Department of Natural Resources / Geological Survey. Press sheet inspection may be required.
2. **QUANTITY:** TWO PRICES: 600.
ADDITIONAL 100'S (UP TO A TOTAL OF 750 ORDERED AT THE SAME TIME).
3. **SPECIFICATIONS:** Four-color process plastic coil bound booklet, 200 pages plus separate cover, cover bleeds, printed digital (offset allowed) using 78# white YupoBlue text and white 74# YupoBlue cover
 - A. **SIZE:** 8 ½" x 11", no under sizing.
 - B. **STOCK:** White 78# YupoBlue text and white 74# YupoBlue cover. Grade Finders requirement waived for this bid.
 - C. **PRESSWORK:** Printed two sides, digital (offset allowed).
 - D. **INK:** Four color process. Cover 1 and 4 bleed.
 - E. **BINDERY:** Black plastic Coil Bind on the 11" edge.
 - F. **TYPESETTING:** Set in 5 pt. type and strip cost line centered at bottom of cover 4.
 - G. **SUPPLIED TO VENDOR:** InDesign CS4 & lasers.
 - H. **PROOF:** A hard copy of a **high resolution ink jet or digital proof** shall be delivered to: **Lisa Van Doren, ODNR / Communications, C-2, 2045 Morse Road, Columbus, Ohio 43229-6693.**
 - 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:** Carton pack & label with title, quantity per carton, not to exceed 10 inches in height and 30# per carton.
 - K. **ADDITIONAL SPECIFICATIONS:** In Design Macintosh file are supplied. Laser prints are also supplied as a guide. **Very high quality required by the survey for this Guide. This Guide shall be free of Newton rings, hickies, spots and other extraneous marks. Registration must be exact from one sheet to another and from one color to another. Type**

quality must be clear and uniform throughout. Pages must be uniform over the entire press run. All fonts and all externally linked files are included on the CD. A digital color proof made from the file trimmed to size is required before printing and must be submitted for approval. Very high quality printing is required by the Survey for this publication. Ink must not be too heavy as to muddy or plug halftones and type nor may it be so light as to washout halftones, make it hard to read, or break up type. Individual pages shall not be damaged in any way.

5. **DELIVERY:** REQUESTED NOVEMNBER 12, 2013

6. **DELIVER TO:**

HORACE R. COLLINS LAB.
3307 SOUTH OLD STATE ROAD
DELAWARE, OH 43015-7635

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

ALL INVOICES MUST REFERENCE: JOB NUMBER 4P0391 with 2 samples & a delivery receipt.