

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

INVITATION TO BID FOR: OOD gold foil seals, rolls.

BID NUMBER: 4P0408

BID NOTICE DATE: October 31, 2013

OPENING DATE: November 4, 2013, 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 embossed gold foil seals on rolls for use by the Opportunities for Ohioans with Disabilities.

2. QUANTITY: 2,000 (20 rolls of 100 per roll) (5% over or under 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: Gold foil seals, Gill Studios, Inc., ASI # 56950, item 3989 gold on gold, 2"embossed foil seals on rolls, pinked edge, shall be 100 labels per roll.

A. SIZE: 2" diameter, pinked edge.

B. STOCK: Gold foil seals, Gill Studios, Inc., ASI # 56950, item 3989 gold on gold, 2"embossed foil seals on rolls, pinked edge, shall be 100 labels per rolls.

C. PRESSWORK: Embossed.

D. INK: N/A

E. BINDERY: Pinked edge, in rolls of 100 on 3" cores.

F. SUPPLIED TO VENDOR: A pdf will be supplied.

G. PROOF: A proof of the emboss shall be delivered to: Louise Czatt, Opportunities for Ohioans With Disabilities , Suite 300, 150 E. Campus View Blvd, Columbus, Ohio 43235

H. PACKAGING: Carton pack & label with title, quantity per carton.

I. DELIVERY REQUESTED: NOVEMBER 22, 2013 sooner allowed.

J. SHIP TO: Louise Czatt,
Opportunities for Ohioans with Disabilities
150 E. Campus View Blvd,
Columbus, Ohio 43235

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

ALL INVOICES MUST REFERENCE: JOB NUMBER 4P0408 with 2 samples and a signed delivery receipt.