

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: Publication 5354 Reptiles of Ohio Guide Book

BID NUMBER: 4P0459

BID NOTICE DATE: October 11, 2013

OPENING DATE: October 23, 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 Publication 5354, Ohio's Reptiles, booklet, 80 pages printed in process color with bleeds for use by the Ohio Department of Natural Resources. **Press sheet inspection requested.**

2. QUANTITY: 100,000 (2% over / no 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: Printed four-color process 80 pages self-cover, 5 1/8" x 7 1/2", stitched on the long edge, using 175 line-screen (minimum), bleeds, large solids tight register, carton pack using 200# test corrugated cartons. **Press sheet inspection requested.**

A. SIZE: 7 1/2" x 5 1/8", no under-sizing allowed.

B. STOCK: White 70# recycled gloss text, grade 2.

C. PRESSWORK: Shall offset print two sides (200 line-screen minimum). Shall print using a 4 unit press (at minimum) to allow press sheet inspection. Shall inspect multiple press forms.

D. INK: Four-color process with bleeds through out.

E. TYPESETTING: Typeset cost line information and strip in on supplied proof.

F. BINDERY: Fold, collate in page order, saddle stitch on the long edge, trim to 7 1/2" x 5 1/8".

G. SUPPLIED TO VENDOR: In Design CS6 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 hard copy high resolution proof, Matchprint quality or better, to size & folded shall be delivered to ODNR Division of Wildlife, Attn: Chad Crouch, 2045 Morse Road, Bldg G-2, 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. Press sheet inspection is requested.

J. CARTON PACK: Carton pack & label with Pub 5354 Reptiles of Ohio Guide Book & quantity.

K. SHIP TO: Division of Wildlife Warehouse, 1500 Dublin Road, Columbus, Ohio 43215.

5. DELIVERY: REQUESTED ON OR BEFORE: DECEMBER 18, 2013

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

ALL INVOICES MUST REFERENCE: JOB NUMBER 4P0459 with 2 samples & a delivery receipt.