

STATE OF OHIO

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

MINORITY SET-ASIDE BID IN ACCORDANCE WITH ORC CH.125.08.1

INVITATION TO BID FOR: Zaleski State Forest Map

BID NUMBER: 4P0466

BID NOTICE DATE: October 15, 2013

OPENING DATE: October 21, 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 10-01-07, 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 Zaleski State Forest Map Brochures, printed two sides, 17" x 11", two color, bleeds; 70# recycled matte text, folded to 8 1/2" x 3 2/3", for use by the Ohio Department of Natural Resources.

2. QUANTITY: 3,000. (10% over / under run).

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 two side brochure, 17" x 11", two colors, folded to approx. 3 1/2" x 8 1/2", Shrink pack in 50's.

A. SIZE: 17" x 11" prior to fold.

B. STOCK: White 70# matte text, grade 2.

C. PRESSWORK: Offset printed 2 sides.

D. INK: Black & PMS 342 green with bleeds.

E. BINDERY: Fold to 8 1/2" x 3 1/2" (approx.)

F. TYPESETTING: Set type for cost line.

G. SUPPLIED TO VENDOR: Files will be furnished to the selected vendor.

H. PROOF: A high resolution ink jet or digital, folded proof shall be delivered to Elizabeth Roberto, ODNR Division of Forestry, 2045 Morse Road, H-1, Columbus, Ohio 43229-6693.

I. PACKAGING: Shrink wrap 50 & label with title & quantity. Carton pack and label with title, quantity per carton.

J. SHIP TO: Elizabeth Roberto
ODNR Division of Forestry,
2045 Morse Road, H-1,
Columbus, Ohio 43229-6693.

5. DELIVER REQUESTED: November 26,, 2013

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

ALL INVOICES MUST REFERENCE: JOB NUMBER 4P0466 with 2 samples & a delivery receipt.