

STATE OF OHIO

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

INVITATION TO BID FOR: S-1b OOD RSC Ability Pamphlet

BID NUMBER: 4P0586

BID NOTICE DATE: November 18, 2013

OPENING DATE: November 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 10-1-07, 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 S-1B OOD RSC Ability brochure for use by the Ohio Rehabilitation Services Commission.

2. QUANTITY: 5,000 (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: Brochure, 16" x 9", four color process with bleeds, accordion fold to 4" x 9", shrink 50 & label.

A. SIZE: 16" x 9:" prior to fold.

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

C. PRESSWORK: Print two sides.

D. INK: Four color process with bleeds.

E. BINDERY: Accordion fold to 4" x 9".

F. TYPESETTING: Set in 5 or 6 point type and strip in cost information.

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

H. PROOF: A hi res. proof shall be delivered to: Louise Czatt, Rehabilitation Services Commission, Suite 300, 150 E. Campus View Blvd, Columbus, Ohio 43235

I. PACKAGING: Shrink-wrap & label "**S-1b b OOD Ability 50/pkg**".

J. DELIVERY REQUESTED: DECEMBER 12, 2013

K. SHIP TO: Louise Czatt,
Rehabilitation Services Commission
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 4P0586 with 2 samples and a signed delivery receipt.