

STATE OF OHIO

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

INVITATION TO BID FOR: 0333.23 WIC ID/VOC Plastic Bags

BID NUMBER: 4P0657

BID NOTICE DATE: December 10, 2013

OPENING DATE: December 17, 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 by email to Tim Riley at tim.riley@das.ohio.gov

SPECIFICATIONS AND PRICING

1. DESCRIPTION: The purpose of this Invitation to Bid (ITB) is to obtain a contractor to provide 0333.23 WIC ID/VOC Plastic Bags for use by the Ohio Department of Health.

2. QUANTITY: 180,000 (Exact Quantity).

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: 0333.23 WIC ID/VOC Plastic Bags. This is a "sleeve type" clear plastic bag, printed one side. 5-1/8" x 9-1/2" with 1" thumbcut at top opening.

A. SIZE: 5-1/8" x 9-1/2"

B. STOCK: .004 Clear Poly.

C. PRESSWORK: Shall print one side. No bleeds

D. INK: Pantone Process Blue

E. BINDERY: N/A

F. FINISHED TRIM SIZE: 5-1/8" x 9-1/2", with 1" wide thumbcut at top opening.

G. TYPESETTING: N/A

H. SUPPLIED TO VENDOR: PDF WILL BE FURNISHED TO THE SELECTED VENDOR. Return all state supplied materials to the proof to person.

I. SAMPLES: No sample available.

J. PROOF: A color proof shall be delivered to: Kennon Hughes, Printing Coordinator, 246 N. High St., Columbus, OH 43215
If the vendor wishes proofs to be returned by Next Day Air, completed return shipping forms charged to the vendors account shall be provided with the proof(s).

K. PACKAGING: Bag in 100's, insert 100 of the WIC ID/VOC plastic bags into a .004 clear plastic bag (bags must lay flat). Seal open end of outside bag (no staples) so that the WIC ID/VOC plastic bags will not slip and slide in the bag and slide out of the bag when handling or shipping to various health department locations throughout the state. Carton pack and label each carton with "0333.23 1/08" and quantity. All cartons must contain equal quantity with the exception of last carton. Carton weight not to exceed 35 lbs.

L. ADDITIONAL SPECIFICATIONS:

5. DELIVERY: REQUESTED JANUARY 17, 2014. (DELIVER TO: OHIO DEPARTMENT OF HEALTH, WAREHOUSE, 900 FREEWAY DRIVE N., BLDG. 8, COLUMBUS, OH 43229

PRINTER SHALL CONTACT ODH WAREHOUSE, RICH HUDKINS AT 614-752-1353, 24 HOURS PRIOR TO DELIVERY.

Large jobs 50 cartons or more must be palletized and off loadable with pallet jack, off- loading by hand unacceptable for large jobs. Pallets must be 48" length by 40" wide.

**6. INVOICE: DAS STATE PRINTING, ATTN.: INVOICE PROCESSING, 4200 SURFACE ROAD, COLUMBUS, OHIO 43228-1395
ALL INVOICES MUST REFERENCE: JOB NUMBER 4P0657.**