

STATE OF OHIO

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

INVITATION TO BID FOR: 2014-2015 Ohio Hunting and Trapping Regulations

PRESSWORK SHALL NOT BE SUBCONTRACTED UNDER THIS CONTRACT

BID NUMBER: 4P1166

BID NOTICE DATE: April 18, 2014

OPENING DATE: April 29, 2014 (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 2014-2015 Ohio Hunting and Trapping Regulations, 48 pages, self-cover booklet printed in process color with bleeds for use by the Ohio Department of Natural Resources. **Note: Artwork available May 9, 2014.**

2. QUANTITY: 800,000 (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 48 pages, self-cover, using 170 line-screen (minimum), bleeds, large solids tight register, carton pack 100 per carton, using 200# test corrugated cartons. Press sheet inspection requested.

A. SIZE: 5 3/8" x 8 3/8", no under-sizing allowed.

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

C. PRESSWORK: Shall offset print two sides (170 line-screen minimum). Shall print using a 4 unit press (at minimum) to allow press sheet inspection.

D. SPECIAL NOTE: Shall inspect multiple press forms.

E. INK: Four-color process with bleed.

F. TYPESETTING: Type set and strip-in cost line using 5 point type. Cost line shall appear on the provided proof.

SUPPLIED TO VENDOR: Artwork available May 9, 2014. DVD provided, files Adobe InDesign CS 6 & lasers will be furnished. Native file exported to Adobe Acrobat with a Press Quality preset, Acrobat 8/9 (PDF 1.7) compatible, single page, using document bleed settings at .25 in. with crop marks and color conversion set to destination; Document CMYK U.S. Web Coated (SWOP) v2. Print must be exactly as file provided at 100% or shipment will be refused. Return all State furnished items to the customer upon completion.

- G. PROOF:** A hard copy high resolution color match or laser proof, to size along with a stock sample and a folding dummy shall be delivered within 7 days of receipt of the final artwork, to ODNR Division of Wildlife, Attn: Chad Crouch, 2045 Morse Road, Bldg G-2, Columbus, Ohio 43229-6693.
- H. 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 of multiple forms is requested.
- I. BINDERY:** Fold, collate in page order, saddle-stitch on the long edge, three knife trim to 5 3/8" x 8 3/8", no under-sizing allowed.
- J. CARTON PACK:** Shall shrink-wrap 25, carton pack 100 per carton & label **2014-2015 Ohio Hunting and Trapping Regulations" & quantity.** Cartons shall be **200# test corrugated** (requirement for re-ship) securely sealed with 3" wide heavy duty packaging tape.
- K. SHIP TO:** The vendor shall be responsible for delivery to:
ODNR Division of Wildlife warehouse,
1500 Dublin Road,
Columbus, OH 43215.
- The final delivery of all cartons shall be completed no later than **June 6, 2014.** To schedule delivery at the warehouse, call 614.265.3175.

5. DELIVERY: REQUESTED on or before: June 6, 2014.

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

ALL INVOICES MUST REFERENCE: JOB NUMBER 4P1166 with 2 samples & a delivery receipt.