

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: 2" STATE OF OHIO GOLD FOIL EMBOSSED SEALS

BID NUMBER: 4P1332

BID NOTICE DATE: MAY 23, 2014

OPENING DATE: MAY 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 10/2013, 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)-752-0060 or e-mail: mike.ruehrmund@das.state.oh.us.

SPECIFICATIONS AND PRICING

- 1. DESCRIPTION:** The purpose of this Invitation to Bid (ITB) is to obtain a contractor to provide Gold foil embossed seals for use by the Ohio Department of Medicaid.
- 2. QUANTITY:** 2,000 (exact quantity).
- 3. UNIT PRICE AWARD:** 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. To determine the low lot total price of the ITB, the state will multiply the estimated usage of each item by its corresponding unit price and add the totals together. Failure to bid all items will disqualify your bid.
- 4. SPECIFICATIONS:** Embossed Gold Foil Seals. This is a gold foil seal die cut, "Great Seal of the State of Ohio" with the rays. The die is not furnished. This is 2" in diameter and has great detail.
 - A. SIZE:** 2" diameter
 - B. STOCK:** Gold Foil Material with permanent adhesive back on a carrier strip.
 - C. PRESSWORK:** Emboss with the Great Seal of Ohio
 - D. INK:** None
 - E. BINDERY:** To have 500 on a roll die cut with waste removed with a carrier strip. This die is NOT furnished.
 - F. FINISHED TRIM SIZE:** 2"
 - G. TYPESETTING:** N/A
 - H. SUPPLIED TO VENDOR:** A previously embossed scan and jpg will be furnished to the selected vendor. Return all state supplied materials to the proof to person.
 - I. SAMPLES:** No Sample available.
 - J. PROOF:** An exact sample proof shall be delivered to: John Haller/Cindi Tuttle, Ohio Department of Medicaid, 50 W Town St., 5th Floor, A5139, Columbus, OH 43215.

K. **PACKAGING:** Carton pack and label with State Seal Stickers and quantity per carton.

L. **ADDITIONAL SPECIFICATIONS:**

5. **DELIVERY:** REQUESTED JUNE 20, 2014 OR SOONER (DELIVER TO: JOHN HALLER, OHIO DEPARTMENT OF MEDICAID, 50 W TOWN ST., 5TH FLOOR, A5139, COLUMBUS, OH 43215)

6. **INVOICE:** DAS STATE PRINTING, ATTN.: INVOICE PROCESSING, 4200 SURFACE ROAD, COLUMBUS, OHIO 43228-1395
ALL INVOICES MUST REFERENCE: JOB NUMBER 4P1332.

