

STATE OF OHIO

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

PRESSWORK SHALL NOT BE SUBCONTRACTED UNDER THIS CONTRACT

**INVITATION TO BID FOR: JFS 08123 RAPID RESPONSE BROCHURE
(REV.9/2009)**

BID NUMBER: 0P0667

BID NOTICE DATE: DECEMBER 15, 2009

**OPENING DATE: DECEMBER 22, 2009 ((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)-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 Rapid Response Brochure for use by the Ohio Department of Job & Family Services.

2. QUANTITY: 32,000 (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: 17" x 11" flat sheet, two sided, head to head, 4 color process, full bleed.

A. SIZE: 17" X 11"

B. STOCK: 80# white, Burgo Chorus Matte

C. PRESSWORK: Print 2 sides, head to head, 4 color process

D. INK: 4 color process

E. BINDERY: fold to 8-1/2" X 11"

F. FINISHED TRIM SIZE: 8-1/2" X 11"

G. TYPESETTING: N/A

H. SUPPLIED TO VENDOR: PC disk, Adobe Acrobat, ver. 8 will be furnished to the selected vendor. Return all state supplied materials to the proof to person.

I. SAMPLES: A sample may be viewed at DAS, State Printing. Contact Mike Ruehrmund at 614/752-0060 for an appointment.

J. PROOF: A color matching laser proof shall be delivered to: Hethur McKinley-Aluma, Office of Communications, 30 E Broad Street 32nd Floor, Columbus, OH 43215

K. PACKAGING: Shrink wrap in packages of 50, carton pack with label and quantity, JFS 08123 (rev. 9/09), Rapid Response Brochure.

L. ADDITIONAL SPECIFICATIONS:

5. DELIVERY: REQUESTED OCTOBER 30, 2009 (DELIVERY INSTRUCTIONS: JFS WAREHOUSE, 2098 INTEGRITY DR. N., COLUMBUS, OH 43209)

**6. INVOICE: DAS STATE PRINTING, ATTN.: INVOICE PROCESSING, 4200 SURFACE ROAD, COLUMBUS, OHIO 43228-1395
ALL INVOICES MUST REFERENCE: JOB NUMBER 0P0667.**