

May 16, 2014

SUBJECT:

The Rhode Island Lottery submits this request for:
INTERCHANGEABLE MAGNETIC COUNTER MATS.

Please forward sealed bids to:

Rhode Island Lottery
1425 Pontiac Avenue
Cranston, RI 02920
Attention: Gerald S. Aubin, Director
BID 14-07A
P.O. #7861

ITEM:

Interchangeable Magnetic Counter Mats
MUST BE IN-HOUSE BY JUNE 30, 2014

QUANTITY:

1,000

BACKING

MATERIAL:

1/8" rubber backing

FINISH:

.012" Scratch resistant vinyl

SIZE:

Display area to be 18" H x 20" W
Overall size 20" H x 22" W

COLOR:

Blue (Pantone 3005U) border, white background

LETTERING:

White lettering on Blue Border (see attached)

DESCRIPTION:

Interchangeable counter mats with full magnetic
closures for easy change-outs
Rounded edges

ARTWORK:

To be supplied by the Rhode Island Lottery
Electronic artwork proof will be acceptable for RIL approval

IMPORTANT:

Provide a Sample Counter Mat of equal quality **WITH** your sealed bid

FOB:

RI Lottery, 1425 Pontiac Avenue, Cranston, RI 02920

BIDS DUE:

JUNE 2, 2014 by 4:00 PM

QUESTIONS:

Contact Sandi Conroy or Dan Sarro at 401-463-6500

CHECKLIST:

SEE ATTACHED FOR ADDITIONAL REQUIREMENTS

NOTE:

BIDS WILL NOT BE ACCEPTED UNLESS RETURN
LABEL IS USED ON ENVELOPE – **DO NOT FAX**

**INTERNET
VENDORS:**

VENDORS WHO USE THE INTERNET TO DOWNLOAD
INFORMATION MUST INCLUDE THE BID NUMBER ON
THE ENVELOPE, SUBMITTED IN HARD COPY, BY BID
DEADLINE - **DO NOT FAX**

CHECKLIST

MUST BE IN-HOUSE BY JUNE 30, 2014

Please include pricing for a **RUSH** delivery

Bid Price to include shipping & handling costs, set-up fees, die cuts, imprint fees, and any/all charges.

Estimated delivery time is required with bid proposal

Please provide a **Sample Counterpart of equal quality WITH your sealed Bid Proposal** (This may be used as pre-production sample)

Artwork Proof **REQUIRED WITHIN** 5 **DAYS of RECEIPT** and must be approved by the RI Lottery

Upon Bid Award, pre-production sample **REQUIRED WITHIN** 3 **WEEKS of art approval** (Lottery may use sample provided with bid as pre-production sample)

Pre-production **SAMPLE/Proof** to be approved by the Rhode Island Lottery

Delivery **REQUIRED** 3 **WEEKS AFTER FINAL PRODUCT SAMPLE APPROVAL**

Please specify the percentage of overage/underage, if applicable

Bulk packaged

The Rhode Island Lottery will exercise the right to receive the stock on an as needed basis

Insurance Certificate must be submitted with Bid proposal.

Please include three (3) references with names, addresses and telephone numbers.

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Include confirmation that vendor has registered as a State vendor at www.purchasing.ri.gov

Successful out-of-state vendor MUST file a Certificate of Authority at www.sos.ri.gov and provide confirmation

It is the policy of the Rhode Island Lottery to accept the quantity ordered only. The vendor is responsible for any overage.

The Rhode Island Lottery reserves the right not to award a Bid based solely on cost, but may award a Bid based on a combination of quality of product, services, and experience of the vendor.

All proposals are submitted at the vendor's sole risk and expense. The Rhode Island Lottery shall not be responsible for any costs or expenses incurred by a vendor in submitting a response.

All vendors must include, with their bid, confirmation that they have registered as a State vendor on the State Purchasing website – www.purchasing.ri.gov

The Rhode Island Lottery reserves the right, without liability, to reject any and all proposals at any point prior to the award of a Bid contract.

Before the Lottery makes an award to the apparent successful bidder, that bidder may be required to submit a pre-production sample within **__7 days__** of the request. Failure to timely submit a required pre-production sample that is satisfactory to the Lottery could result in bidder not receiving the award.

Prior to the final award of a bid a successful out-of-state vendor (s) will be required to file an Application for Certificate of Authority as a Business Corporation/Foreign Business Corporation at the RI Secretary of State's website – www.sos.ri.gov and must remain a member in good standing. This will require an initial filing fee as well as yearly filing.

www.RILOT.com

401.463.6500

Your Rhode Island Lottery