



Request for Quote

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
 ONE CAPITOL HILL
 PROVIDENCE RI 02908

CREATION DATE : 03-JUN-13
 BID NUMBER: 7470368
 TITLE: PRINTING OF FALL, SPRING AND SUMMER
 (FY14) CCRI HIGHLIGHTS
 BLANKET START : 01-JUL-13
 BLANKET END : 30-JUN-14
 BID CLOSING DATE AND TIME: 24-JUN-2013 10:30:00

BUYER: Melillo, Charlotte A
 PHONE #: 401-574-8110

**B
I
L
L
T
O**
 CCRI CONTROLLER'S OFFICE
 ACCOUNTS PAYABLE
 400 EAST AVENUE
 WARWICK, RI 02886
 US

**S
H
I
P
T
O**
 CCRI KNIGHT CAMPUS
 400 EAST AVE
 WARWICK, RI 02886-1807
 US

Requisition Number: 1313740

| Line | Description | Quantity | Unit | Unit Price | Total |
|------|---|----------|------|------------|-------|
| 1 | 7/1/13 - 6/30/14 PRINTING OF FALL, SPRING AND SUMMER (FY14) CCRI HIGHLIGHTS PER ATTACHED BID SPECIFICATIONS QUESTIONS CONCERNING THIS BID SHOULD BE EMAILED TO: charlotte.melillo@purchasing.ri.gov COST OF CHARGES MUST BE FAXED TO CCRI AND APPROVED BEFORE THEY CAN BE MADE OVERRUNS EXCEEDING FIVE PERCENT (5%) OF QUANTITY(S) SPECIFIED SHALL NOT BE ALLOWED. IN THE EVENT OF UNDERRUN, VENDOR'S INVOICE WILL REFLECT ADJUSTED PRICING FOR THE ACTUAL LESSER QUANTITY SHIPPED. * PRINTING OF FALL, SPRING & SUMMER (FY2014) CCRI HIGHLIGHTS | 3.00 | Each | | |
| 2 | ALTERNATE # 1 COST FOR ADDITIONAL 1000 | 1.00 | Each | | |
| 3 | ALTERNATE # 2 COST FOR SUBTRACTION OF 1000 | 1.00 | Each | | |
| 4 | ALTERNATE #3 PRICE PER HALF-HOUR FOR AUTHOR'S ALTERATIONS ON CAMERA READY COPY AFTER COLOR PROOF HAD BEEN GIVEN TO CCRI FOR APPROVAL | 1.00 | Each | | |
| 5 | ALTERNATE #4 MAIL PREPARATION TO INCLUDE ADDRESSING WITH LABELS AND COMPLIANCE WITH USPS REQUIREMENTS OVER 272,000 | 1.00 | Each | | |

Delivery: _____

Terms of Payment: _____

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer

STATE OF RHODE ISLAND - DIVISION OF PURCHASES BID SPECIFICATIONS

RFQ 7470368 - PRINTING OF FALL, SPRING & SUMMER CCRI HIGHLIGHTS (FY 14)

PRINTING OF FALL, SPRING & SUMMER (FY2014) CCRI HIGHLIGHTS

QTY: 272,000 EACH ISSUE

SPINE PASTED 10 PAGE BOOKLETS (NO STAPLES)

FINISHED SIZE: 10.5 X 5.875

PAPER: 70# GLOSS SAPPI GRADE #2

TEXT INK: 4/4 PROCESS, WITH FULL BLEEDS FUGITIVE SPOT TACK CLOSURE (NO WAFER SEALS)

COLOR PAPER PROOF SUPPLIED BY PRINTER WITHIN 3 BUSINESS DAYS ARTWORK

SUPPLIED ON DVD OR DELIVERED TO FTP SITE FOR TEXT PAGES & COVER COMPUTER PROGRAMS USED TO MAKE PUBLICATION:

ILLUSTRATOR CS5, PHOTOSHOP CS5 AND INDESIGN CS5. PRINTER MUST BE ABLE TO WORK WITH PROGRAMS SPECIFIED IN BID.

IF PRINTER CANNOT WORK WITH SPECIFIED SOFTWARE, THEN IT WILL BE THE RESPONSIBILITY AND EXPENSE TO THE PRINTER TO UTILIZE A SERVICE PROVIDER

MAILING:

PRINTER IS RESPONSIBLE FOR GENERATING MAILING LISTS THAT MEET USPS SPECIFICATIONS FOR CARRIER WALK ROUTE AND CARRIER ROUTE WALK SEQUENCE CCRI WILL PROVIDE BOTH FULL AND PARTIAL ZIP CODES FOR MAILING 272,000 PIECES FOR EACH ISSUE MAILING

PREP: PINTER MUST INKJET LABELS, SORT, BAG, TIE AND DELIVER TO PROVIDENCE POST OFFICE DELIVERY TO USPS OFFICE MUST BE COMPLETED WITHIN SEVEN BUSINESS DAYS FROM RECEIPT OF ORIGINAL COPY.

AT LEAST 200 COPIES TO BE DELIVERED TO
CCRI WARWICK CAMPUS - ATTENTION DAVID R. FISCHBACH.

CCRI WILL PAY POSTAGE DIRECTLY. .

Contract Terms and Conditions

Table of Contents

Terms and Conditions.....VII
 BID STANDARD TERMS AND CONDITIONSVII
 TERMS AND CONDITIONS FOR THIS BIDVII
 AWARDVII
 PURCHASE AGREEMENT BIDVII
 RIVIP INFO - BID SUBMISSION REQUIREMENTSVII
 DELIVERY PER AGENCYVII

Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

AWARD

THE STATE, AT ITS SOLE DISCRETION, SHALL RESERVE THE RIGHT TO AWARD ONE OR MULTIPLE LINE ITEMS FOR THIS REQUIREMENT AND/OR TO REJECT ANY OR ALL BIDS.

PURCHASE AGREEMENT BID

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted. This price will be the maximum in effect during the agreement period. Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State. (b) Quantities, if any, are estimated only. The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered. (c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost. (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request. **ORDERING** (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period. (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations.

RIVIP INFO - BID SUBMISSION REQUIREMENTS

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.