



Request for Quote

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

CREATION DATE : 06-MAY-14
BID NUMBER: 7548729
TITLE: PRINTING OF FALL, SPRING, & SUMMER HIGHLIGHTS - CCRI

BLANKET START : 01-JUL-14
BLANKET END : 30-JUN-15
BID CLOSING DATE AND TIME:09-JUN-2014 10:30:00

BUYER: Mosca, Gary
PHONE #: 401-574-8124

**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: 1367127

Note to Bidders: Questions concerning this solicitation may be emailed to gary.mosca@purchasing.ri.gov no later than 5/23/14 @ 3:00 PM (ET). Questions should be submitted in a Microsoft word attachment. Please reference the RFQ # on all correspondence. Questions received if any, will be posted on the internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

Line	Description	Quantity	Unit	Unit Price	Total
1	FY15 PRINTING OF FALL, SPRING & SUMMER CCRI HIGHLIGHTS	22,500.00	Each		
2	ALTERNATE BIDS:#1 COST FOR ADDITIONAL 1000	1.00	Each		
3	ALTERNATE BIDS:#2 COST FOR SUBTRACTION OF 1000	1.00	Each		
4	ALTERNATE BIDS: #3 PRICE PER HALF-HOUR FOR AUTHOR'S ALTERATIONS ON CAMERA-READY COPY AFTER COLOR PROOF HAS BEEN GIVEN TO CCRI FOR APPROVAL. COST OF CHANGES MUST BE FAXED TO CCRI AND APPROVED BEFORE THEY CAN BE MADE.	1.00	Each		
5	ALTERNATE BIDS:#4 MAIL COST OF MAIL PREPARATION TO INCLUDE ADDRESSING WITH LABELS AND COMPLIANCE WITH USPS REQUIREMENTS FOR EACH ADDITIONAL 1000 PIECES 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 AND PROVIDENCE PLANTATIONS

Department of Administration
DIVISION OF PURCHASES
One Capitol Hill
Providence, RI 02908-5855

Tel: (401) 574-8100
Fax: (401) 574-8387
Website: www.purchasing.ri.gov

BID #7548729

**COMMUNITY COLLEGE OF RHODE ISLAND COURSE HIGHLIGHTS FY 2015
PRINTING OF FALL, SPRING & SUMMER (FY2015) 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)
- PROVIDE A HIGH GLOSS COLOR HARD COPY PROOF PRIOR TO PRINT APPROVAL (NOT DIGITAL) 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 NATIVE 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. (NO PDF WORKFLOW ALLOWED).
- PRINTER MUST SUPPLY TEMPLATE FOR PUBLICATION IN INDESIGN CS5.
- 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: PRINTER 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.

END.

Contract Terms and Conditions

Table of Contents

Terms and Conditions.....VIII
 BID STANDARD TERMS AND CONDITIONSVIII
 TERMS AND CONDITIONS FOR THIS BIDVIII
 AWARDVIII
 RIVIP INFO - BID SUBMISSION REQUIREMENTSVIII
 PURCHASE AGREEMENT BIDVIII
 DELIVERY PER AGENCYVIII
 FISCAL YEAR - AWARD EXTENDING PAST FISCAL YR ENDIX

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 MAKE ONE OR MULTIPLE AWARDS FOR THIS REQUIREMENT AND/OR TO REJECT ANY OR ALL BIDS.

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.

MAILING ADDRESS FOR BID PROPOSALS ISSUED BY THE STATE OF RHODE ISLAND,
DIVISION OF PURCHASES

All Bid Proposals must be submitted by mail or hand delivered to:

- State of Rhode Island
- Department of Administration
- Division of Purchases, Second floor
- One Capitol Hill
- Providence, RI 02908-5855

DIVESTITURE OF INVESTMENTS IN IRAN REQUIREMENT:

No vendor engaged in investment activities in Iran as described in R.I. Gen. Laws §37-2.5-2(b) may submit a bid proposal to, or renew a contract with, the Division of Purchases. Each vendor submitting a bid proposal or entering into a renewal of a contract is required to certify that the vendor does not appear on the list maintained by the General Treasurer pursuant to R.I. Gen. Laws §37-2.5-3.

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 ordered 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.

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

FISCAL YEAR - AWARD EXTENDING PAST FISCAL YR END

AWARDS EXTENDING BEYOND JUNE 30TH ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.