

Request for Quote

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

CREATION DATE : 29-APR-16
BID NUMBER: 7550566
TITLE: 2017 COMMUNITY COLLEGE OF RHODE ISLAND HIGHLIGHTS
BLANKET START : 30-MAY-16
BLANKET END : 02-JUL-16
BID CLOSING DATE AND TIME: 24-MAY-2016 10:00:00

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

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CCRI CONTROLLER'S OFFICE
ACCOUNTS PAYABLE
400 EAST AVENUE
WARWICK, RI 02886
US

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CCRI KNIGHT CAMPUS
400 EAST AVE
WARWICK, RI 02886-1807
US

Requisition Number: 1459463

Note to Bidders: QUESTIONS about this solicitation must be emailed and received by the Division of Purchases at doa.purquestions3@purchasing.ri.gov no later than Monday, May 09, 2016, 4:00 PM, in a Microsoft Word attachment with the corresponding solicitation number. Questions, if any, and responses will be posted on the Division of Purchases website at www.purchasing.ri.gov as an addendum to this solicitation

Line	Description	Quantity	Unit	Unit Price	Total
1	PRINTING OF 2017 CCRI COURSE HIGHLIGHTS. AWARD WILL BE DETERMINED BY LOWEST RESPONSIVE BID OFFER FOR "BASE BID" (LINE ITEM 1) PRICING. FY17 PRINTING OF FALL, SPRING & SUMMER CCRI HIGHLIGHTS NOTICE TO VENDORS: THERE ARE THREE (3) ISSUED PRINTED, FALL, SPRING AND SUMMER. QUANTITY AMOUNT FOR EACH ISSUE IS: 272,000. GRAND TOTAL OF ALL ISSUES: 816,000. PRICING: VENDOR TO PROVIDE A UNIT PRICE FOR EACH ISSUE (QUANTITY OF 3). TOTAL PRICE WILL REFLECT THE UNIT PRICE MULTIPLIED BY THREE (3) EQUALING TOTAL PRICE.	3.00	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	1.00	Each		

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



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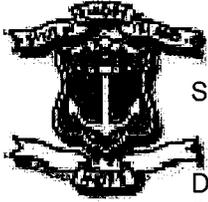
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Line	Description	Quantity	Unit	Unit Price	Total
	REQUIREMENTS FOR EACH ADDITIONAL 1000 PIECES OVER 272,000.				

Delivery: _____

Terms of Payment: _____

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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

**Solicitation 7550566 – Specifications
Printing of Community College of Rhode Island (CCRI) Course Highlights.**

Qty: 272,000 each issue.
Grand total 816,000
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 of delivered to FTP site for text pages & cover. Printout will be provided for color.

Vendor needs to match as close as possible. First round of color changes should be included in bid. .

MAILING: Printer is responsible for generating mailing lists that meet USPS specifications for carrier walk route and carrier route delivery 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 Dave Fischbach.

CCRI will pay postage directly.

Computer programs used to make publication:

Illustrator CS6, Photoshop CS6, and Indesign CS6.

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.

(No PDF workflow allowed)

Printer must supply template for publication in Indesign CS6.

End.

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

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.

Mailing Address for Bid Proposals issued by the State of Rhode Island, Division of Purchases:

All Bid Proposals must be submitted to the following address:

State of Rhode Island
Department of Administration
Division of Purchases, 2nd Floor
One Capitol Hill
Providence, RI 02908

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.