

Request for Quote

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

CREATION DATE : 24-MAY-16
 BID NUMBER: 7550639
 TITLE: QUADANGLES MAGAZINE, 8 ISSUES - URI

BLANKET START : 01-JUL-16
 BLANKET END : 30-JUN-18
 BID CLOSING DATE AND TIME: 16-JUN-2016 11:30:00

BUYER: Cowell Jr, John A
 PHONE #: 401-574-8114

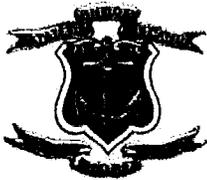
**B
I
L
L
T
O**
 URI SPECIAL INSTRUCTIONS
 SEE BELOW
 SEE BELOW, RI N/A
 US

**S
H
I
P
T
O**
 URI ACCOUNTS PAYABLE
 CARLOTTI ADMINISTRATION BLDG
 75 LOWER COLLEGE ROAD, SUITE 1
 KINGSTON, RI 02881
 US

Requisition Number: 1459532

Line	Description	Quantity	Unit	Unit Price	Total
1	APA-13656 7/1/16 - 6/30/17 QuadAngles Magazine per the attached specifications. September 2016 issue.	120,000.00	Each		
2	APA-13656 7/1/16 - 6/30/17 QuadAngles Magazine per the attached specifications. December 2016 issue.	120,000.00	Each		
3	APA-13656 7/1/16 - 6/30/17 QuadAngles Magazine per the attached specifications. March 2017 issue.	120,000.00	Each		
4	APA-13656 7/1/16 - 6/30/17 QuadAngles Magazine per the attached specifications. June 2017 issue.	120,000.00	Each		
5	APA-13656 7/1/17 - 6/30/18 QuadAngles Magazine per the attached specifications. September 2017 issue.	120,000.00	Each		
6	APA-13656 7/1/17 - 6/30/18 QuadAngles Magazine per the attached specifications. December 2017 issue.	120,000.00	Each		
7	APA-13656 7/1/17 - 6/30/18 QuadAngles Magazine per the attached specifications. March 2018 issue.	120,000.00	Each		
8	APA-13656 7/1/17 - 6/30/18 QuadAngles Magazine per the attached specifications. June 2018 issue.	120,000.00	Each		
9	APA-13656 7/1/16 - 6/30/18 Alternate 1 on base bid: Estimated mailing costs for USPS Non-profit Periodicals Class mail: 41% to R.I.; 12% to Mass.; 7% to Conn.; 5% to N.Y.; 5% to N.J.; 4% to Florida. Remaining % not to be included in estimate	1.00	Each		
10	APA-13656 7/1/16 - 6/30/18 Alternate 2 on base bid: Mailing estimate for co-mail and co-palletization costs; and co-mail and co-palletization savings.	1.00	Each		
11	APA-13656 7/1/16 - 6/30/18 Alternate 3 on base bid: June 2017 and 2018 issues to have alternate cover version for a portion of the print run per the attached specifications	1.00	Each		
12	APA-13656 7/1/16 - 6/30/18 Alternate 4 on base bid: Bangtail Envelope: black ink, with perf and remoistenable glue, 12" x 8-7/8", folded to 7-1/8" x 8-7/8", printed on 50# white offset, and tipped to back inside cover of magazine.	1.00	Each		
13	APA-13656 7/1/16 - 6/30/18 Alternate 5 on base bid: Additional 1,000 copies of magazine up to 6,000 additional copies. Applicable to all issues.	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



Request for Quote

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

CREATION DATE : 24-MAY-16
BID NUMBER: 7550639
TITLE: QUADANGLES MAGAZINE, 8 ISSUES - URI

BLANKET START : 01-JUL-16
BLANKET END : 30-JUN-18
BID CLOSING DATE AND TIME:16-JUN-2016 11:30:00

BUYER: Cowell Jr, John A
PHONE #: 401-574-8114

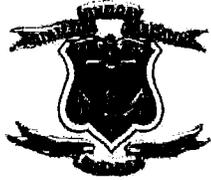
**B
I
L
L
T
O**
URI SPECIAL INSTRUCTIONS
 SEE BELOW
 SEE BELOW, RI N/A
 US

**S
H
I
P
T
O**
URI ACCOUNTS PAYABLE
CARLOTTI ADMINISTRATION BLDG
75 LOWER COLLEGE ROAD, SUITE 1
KINGSTON, RI 02881
 US

Requisition Number: 1459532

Line	Description	Quantity	Unit	Unit Price	Total
14	APA-13656 7/1/16 - 6/30/18 Alternate 6 on base bid: Additional 4 inside pages on each issue of the magazine. Same stock and inks as body text base bid.	1.00	Each		
15	APA-13656 7/1/16 - 6/30/18 Alternate 7 on base bid: Double gatefold insert stapled into center of magazine. Same stock and inks as body text base bid.	1.00	Each		
16	APA-13656 7/1/16 - 6/30/18 Alternate 8 on base bid: Calendar insert fugitive-glued into inside back cover of magazine per the attached specifications.	1.00	Each		
17	APA-13656 7/1/16 - 6/30/18 Alternate 9 on base bid: 9. Calendar insert mailing costs estimated on complete magazine (base bid) and on full mailing.	1.00	Each		
18	APA-13656 7/1/16 - 6/30/18 Alternate 10 on base bid: Booklet insert fugitive-glued into center of magazine. 65# Sterling Ultra Gloss Cover; 20 page booklet, self-cover; saddle-stitched with 2 staples on 7" side. Process 4-color with bleeds throughout.	1.00	Each		
19	APA-13656 7/1/16 - 6/30/18 Alternate 11 on base bid: Booklet insert mailing costs estimated on complete magazine (base bid) and on full mailing.	1.00	Each		
20	APA-13656 7/1/16 - 6/30/18 Alternate 12 on base bid: Upgrade in stock and coating. Cover: 80 lb. #2 Sterling Dull with Matte UV coating. Body: 70 lb. #3 Orion Satin.	120,000.00	Each		
21	APA-13656 7/1/16 - 6/30/18 Alternate 13 on base bid: Upgrade in stock and coating. Cover: 100 lb. #3 Somerset Matte with Matte UV coating. Body: 60 lb. #3 Orion Matte. 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. QUESTIONS about this solicitation must be emailed and received by the Division of Purchases at john.cowell@purchasing.ri.gov no later than Friday, June 3, 2016, 4:00 PM, in a Microsoft Word attachment with the corresponding solicitation number. Please post the Solicitation Number within the subject line of your e-mail. Questions, if any, and responses will be posted on the Division of Purchases website at www.purchasing.ri.gov as an	120,000.00	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



Request for Quote

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

CREATION DATE : 24-MAY-16
BID NUMBER: 7550639
TITLE: QUADANGLES MAGAZINE, 8 ISSUES - URI

BLANKET START : 01-JUL-16
BLANKET END : 30-JUN-18
BID CLOSING DATE AND TIME:16-JUN-2016 11:30:00

BUYER: Cowell Jr, John A
PHONE #: 401-574-8114

**B
I
L
L
T
O**
URI SPECIAL INSTRUCTIONS
SEE BELOW
SEE BELOW, RI N/A
US

**S
H
I
P
T
O**
URI ACCOUNTS PAYABLE
CARLOTTI ADMINISTRATION BLDG
75 LOWER COLLEGE ROAD, SUITE 1
KINGSTON, RI 02881
US

Requisition Number: 1459532

Line	Description	Quantity	Unit	Unit Price	Total
	addendum to this solicitation.				

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

Specifications for: URI *QuadAngles* Alumni Magazine

Quantity: 120,000 ea. for 8 issues

While state regulations limit overruns to 5%, the University requests that vendors reserve this policy for accidental overruns incurred in the process of providing the best possible service.

Production: URI Publications Office to provide high-resolution, print quality Adobe PDF files. All text and images provided live at 100%, 300 dpi. Issues to be published in: September and December 2016, March, June, September and December of 2017, and September and December 2018. Printer to provide URI Publications with press profile, compatible with Adobe Creative Cloud software on a Macintosh platform, for use in creating press quality PDF files. Printer to provide access to FTP site for uploading print quality PDF files, page revision PDF files, and mailing list files. Magazine to be printed web press only, with closed loop color, and color-to-color registration control for cost savings. Close attention to cross-over images and graphics expected.

Format: 8.25" x 10.875" finish size; 40 pages plus cover; printed two sides; saddle-stitched with 2 staples on 10.875" side; full bleeds throughout.

Stock:

Cover: 80 lb. Sterling Ultra Gloss Web Text

Body: 45 lb. Escanaba Gloss Web Text, 80 BR, #4

Ink:

Cover: Process 4-color throughout. Full gloss varnish on front cover and spot varnish on back cover. Bleeds will be used with normal to heavy ink coverage.

Body: Process 4-color throughout. Bleeds will be used with normal to heavy ink coverage.

Proofs: One complete color-accurate proof of entire magazine calibrated for press at 100% size required within 5 working days upon receipt of PDF files. Publications Office may make revisions and upload new PDF files to printer within one week upon receipt of hardcopy proofs. Printer will be notified which files are revised. Additional hardcopy proofs of revised pages may be required.

Mailing and Postage: Printer to inkjet in-line addresses with data provided by URI, presort for postal discount, and drop at designated post office. Mailing list to be provided as comma separated text file. Printer to have redundant co-mail services, selective bind/mail and mail tracking capability. Printer to provide barcode/ZIP code correction and NCOA processing with a NCOA report for each issue. **Note:** postage will be paid directly to USPS in Providence using Mail Anywhere permit no. 1214.

Printer bid requirements:

- Bidder must supply an equipment list and copies of similar publications for review by the URI Publications Office. Samples must be current and printed by the bidder. Vendor may not subcontract printing or production.
- Printing must be in-plant and located within 300 mile geographic area of the University of Rhode Island, Kingston, RI 02881, to contain rising mailing costs.
- Must send knowledgeable representative to URI prior and during production if needed.
- Printer to provide printing schedule for the four issues prior to first printing.
- Must provide a FedEx account number to assume all FedEx charges for shipping of proofs sent to and returned from URI Publications.
- Bid to be based on one invoice provided per issue for all pre- and post-production costs including all mail-related transportation, fulfillment, freight, fuel surcharge, and administrative costs, and any and all costs related to distribution of magazine to various post offices. Any additional invoices will not be accepted.

Delivery: Delivery to post office required within 10 working days from receipt of PDF files, time includes hard proof, printing, binding, and mailing. As well as mail copies, approximately 2,500 unmailed magazines to be delivered to 3 locations on the URI Kingston Campus from list provided, shrink wrapped in lots of 50 each, packed in cartons of no more than 40 lbs. each. Extra or surplus magazines also to be mailed to URI.

Alternates on base bid:

1. Estimated mailing costs for USPS Non-profit Periodicals Class mail, using the following geographic breakdown of recipients: 41% to R.I.; 12% to Mass.; 7% to Conn.; 5% to N.Y.; 5% to N.J.; 4% to Florida. Remaining percentages not to be included in estimate.

2. Mailing estimate for co-mail and co-palletization costs; and co-mail and co-palletization savings.

3. June 2017 and June 2018 issues to have alternate cover version for a portion of the print run, which will have different cover art that will be provided some three weeks after the regular cover version, and will be inkjetted and mailed within 10 working days of receipt of alternate cover.

4. Bangtail Envelope: black ink, with perf and remoistenable glue, 12" x 8-7/8", folded to 7-1/8" x 8-7/8", printed on 50# white offset, and tipped to back inside cover of magazine.

5. Additional 1,000 copies of magazine up to 6,000 additional copies. Applicable to all issues.

6. Additional 4 inside pages on each issue of the magazine. Same stock and inks as body text base bid.

7. Double gatefold insert stapled into center of magazine. Same stock and inks as body text base bid.

8. Calendar insert fugitive-glued into inside back cover of magazine. Cover: 100 lb. #3 Web Gloss 87-88 BR (text wt). Body: 60 lb. #3 Web Gloss 87-88 BR (text wt). Trim size: 8" x 10-5/8"

finish size; 24-pages, plus 4 page cover printed two sides; saddle-stitched with 2 staples on 10-5/8" side. Process 4-color with full bleeds throughout. Calendar hole drill on 10 7/8 face of calendar.

9. Calendar insert mailing costs estimated on complete magazine (base bid) and on full mailing.

10. Booklet insert fugitive-glued into center of magazine. 65# Sterling Ultra Gloss Cover; 20 page booklet, self-cover; saddle-stitched with 2 staples on 7" side. Process 4-color with bleeds throughout.

11. Booklet insert mailing costs estimated on complete magazine (base bid) and on full mailing.

12. Upgrade in stock and coating.

Cover: 80 lb. #2 Sterling Dull with Matte UV coating.

Body: 70 lb. #3 Orion Satin.

13. Upgrade in stock and coating.

Cover: 100 lb. #3 Somerset Matte with Matte UV coating.

Body: 60 lb. #3 Orion Matte.

Contract Terms and Conditions

Table of Contents

Terms and Conditions.....XV
 BID STANDARD TERMS AND CONDITIONSXV
 TERMS AND CONDITIONS FOR THIS BIDXV
 MULTI YEAR AWARDXV
 PURCHASE AGREEMENT BIDXV
 RIVIP INFO - BID SUBMISSION REQUIREMENTSXV
 DELIVERY PER AGENCYXVI

Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

MULTI YEAR AWARD

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR 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.

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.

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

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.

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.