

BID SOLICITATION



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

BID NUMBER: B06226
TITLE: POSTERS & POST CARDS - URI
BID OPENING DATE AND TIME:
05/03/2006 2:20 PM

BUYER: JOHN COWELL
 PHONE #: (401) 222 - 2142 ext. 114
 BLANKET PERIOD: 8/1/2006 - 7/31/2008

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UNIVERSITY OF RHODE ISLAND
URI ACCOUNTS PAYABLE
103 ALBERT CARLOTTI BLDG
KINGSTON RI 02881

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UNIVERSITY OF RHODE ISLAND
URI-CE-PROVIDENCE CENTER
SHEPARD BUILDING
80 WASHINGTON STREET
PROVIDENCE RI 02903

Requisition Number(s): R86A069463

Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>BLANKET REQUIREMENTS: 8/1/06 - 7/31/08</p> <p>BIDDING</p> <p>(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.</p> <p>(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.</p> <p>(c) Bid price is net F.O.B. destination and shall include inside delivery at no extra cost.</p> <p>(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.</p> <p>ORDERING</p> <p>(a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period.</p> <p>(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.</p>				

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1.0	<p>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.</p> <p>BIDDERS MUST BID ALL ITEMS TO BE CONSIDERED. AWARD WILL BE BASED ON TOTAL LOW.</p> <p>PRINTING FOR ARTIST-IN-RESIDENCE PROGRAM PER THE FOLLOWING SPECIFICATIONS:</p> <p>APPROXIMATELY 16 SETS OF POSTCARDS AND POSTERS PER YEAR TO BE PRODUCED SEPARATELY EACH MONTH FROM AUGUST 2006 - JULY 2008:</p> <p>965-46 POSTCARD: 1,500 COPIES, 6" X 8", 4-COLOR PROCESS, MUSEUM QUALITY, TWO SIDES, FULL BLEEDS.</p>	16.00	SET		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
2.0	965-46 POSTERS: 50 COPIES, 11" X 17", 4-COLOR PROCESS, MUSEUM QUALITY, ONE SIDE, FULL BLEEDS.	16.00	SET		
3.0	965-46 EXTRA POSTCARDS (IF REQUIRED), UNITS OF 100	1.00	EA		
4.0	965-46 EXTRA POSTERS (IF REQUIRED), UNITS OF 50	1.00	EA		
5.0	965-46 SEMESTER SCHEDULES: 2 SCHEDULES, 8 1/2" X 14", BLACK INK, PRINTED, TWO SIDES, 2 FOLD, 3000 COPIES EACH.	2.00	SET		
6.0	EXTRA SEMESTER SCHEDULE (IF REQUIRED), UNIT OF 500	1.00	EA		
7.0	ALTERNATE: 4 COLOR PROCESS, NO BLEEDS (ON ABOVE SEMESTER SCHEDULES), 3,000 COPIES	2.00	SET		

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	SPECIFICATIONS COMMON TO ALL: MECHANICALS: COMPLETE PAGE LAYOUT FILES IN PAGEMAKER, ILLUSTRATOR, AND PHOTOSHOP TO BE PROVIDED ON (PC) ZIP DISK. POST CARDS PROVIDED FOUR UP. PAPER: POSTCARDS: 10 PT. GLOSS COVER POSTERS: 10 PT. GLOSS COVER SEMESTER SCHEDULE: #70 SMOOTH CREAM OPAQUE INK: FULL COLOR PRINTING PRINTING ON SEMESTER SCHEDULE. GRAPHICS: ALL TEXT AND GRAPHICS TO BE PROVIDED LIVE IN DISK FILES.				

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	<p>PROOFS: VENDOR IS RESPONSIBLE FOR ALL DELIVERY/OVERNIGHT SHIPPING CHARGES INCLUDING DELIVERY OF FILES, PROOFS, AND FINAL COPIES. IT IS ANTICIPATED THAT FILES WILL NEED TO BE SENT BACK AND FORTH BEFORE FINAL IS APPROVED. THESE CHANGES MAY INCLUDE ADJUSTING SCANS, COLOR CORRECTIONS, PHOTO POSITIONING, MINOR TEXT CHANGES, ETC. FULL COLOR PROOFS ARE REQUIRED. IN PERSON PICK UP AND DELIVERY BY VENDOR IS PREFERRED THROUGHOUT PRODUCTION OF JOB.</p> <p>DELIVERY OF GOODS AND SERVICES AS REQUESTED. PAYMENTS WILL BE AUTHORIZED UPON SUBMISSION OF INVOICES. REQUEST FOR PAYMENT SHALL BE SUBMITTED NOT MORE OFTEN THAN ONCE PER MONTH THROUGHOUT THE DURATION OF THE AGREEMENT. PAYMENT SHALL NOT BE DUE PRIOR TO THIRTY (30) WORKING DAYS FOLLOWING THE LATEST OF COMPLETION, ACCEPTANCE, OR THE RENDERING OF A PROPERLY SUBMITTED INVOICE. ANY UNUSED BALANCE AT THE END OF THE BLANKET PERIOD IS AUTOMATICALLY CANCELLED.</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>FINAL PRODUCT (AND BILLING) TO BE SENT TO THE FOLLOWING ADDRESS: URI FEINSTEIN PROVIDENCE CAMPUS 80 WASHINGTON STREET PROVIDENCE, RI 02903 ATTENTION: STEVE PENNELL, RM. 206</p> <p>MUST BE MUSEUM QUALITY PRINTING AND PROOF MUST BE SUBMITTED</p> <p>DELIVERY EXPECTED ONE WEEK FROM TIME DISK FILES ARE PROVIDED.</p> <p>RETURN CD WITH JOB.</p> <p>PREFER VENDOR WITHIN A 5 MILE RADIUS OF URI PROVIDENCE.</p> <p>QUESTIONS SHOULD BE DIRECTED TO: STEVEN PENNELL (401) 277-5206 OR JOANNE DIBELLO (401) 277-5174</p> <p>CONTACT PERSON: STEVEN PENNELL 401-277-5206</p> <p>DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.</p>				

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