





**University of Massachusetts Amherst  
Department of Procurement  
Request for Bids:**

**Printing, Binding and Shipping of  
“JURAVICH / *At the Altar of the Bottom Line*”  
per the attached specifications**

**RFB# AA10-RH-3519  
Bid Opening Date – September 22, 2009 @ 1:00 p.m.**

The University Press at the University of Massachusetts Amherst is extending an invitation for the request for bids to provide the printing of: **“JURAVICH / *At the Altar of the Bottom Line*.”** per the following specifications. The University of Massachusetts requires all phases of the book printing & binding to be of a high quality, with clean, crisp halftone printing, consistent ink throughout, and sound, durable bindings. The Publisher reserves the right to reject product in which the work performed by primary vendor or his/her subcontractors is substandard.

Bidders are requested to carefully read the specifications below and quote comprehensive and accurate costs for all stages of this book's manufacture and shipment.

When requested, please itemize specific charges/credits. A Bid Checklist is enclosed as a guideline.

Omission of requested information may result in a vendor's bid being removed from consideration.

**BIDDERS MUST BE LICENSED TO USE THE ALLIED UNION BUG LOGO.**

Bidders may subcontract a portion, or portions, of the manufacturing (such as binding, or color separations), so long as accurate quotations are supplied in bid, and with the understanding that the primary vendor (bidder) is responsible for the coordination, scheduling, and quality of subcontracted work.

Bidders should make every effort to quote on the exact materials called for in specifications. If that is not possible, an equivalent material may be substituted in the quotation, provided any substitution is clearly identified in bid, and samples are enclosed for evaluation by the Publisher.

Note the Publisher's schedule requirements below. Schedule is an important factor in contract award and preference may be given to vendors who can commit to the best combination of Price AND Schedule.

**QUANTITY:** 1250, 1750, +/-100s paper + over's

**TRIM SIZE:** 6.125" x 9.25" [binds along 9.25" side]

**TOTAL PAGES:** 256 pages

**PREPARATION:**

**Text:** PDF files as “mechanicals” [with accompanying laser proofs] will be supplied to printer for prepress.

**Gallery:** InDesign CS2 file as "mechanical" [w/accompanying lasers] of 12 page photo gallery.

**Cover:** InDesign CS2 file as "mechanical" of 4-color cover, fonts included and art embedded as live art.

**PROOFS:**

**Text:** Text blueprints (or equivalent), plus accurate film-based “halftone” proofs of entire gallery.

Digital proofs of halftones are acceptable provided they are reliable indicators to printed halftone appearance.

Loose press proofs are also OK, though not required.

Please specify the proofing method quoted for halftones.

**PRINTING:**

**Text:** 256 pages print 1/1 black.

**Gallery:** 12 pages print 1/1 black.

**Cover:** print 4/1 black. laminate with layflat gloss

**STOCK:**

**Text:** No less than 60# text basis, uncoated stock (such as Finch Fine 60# natural smooth finish).

An equivalent stock may be substituted but it must be a close match in basis weight, finish, opacity, brightness, and shade.

**Substitute stocks must be accompanied by sample (preferably printed upon) for evaluation by publisher.**

**Cover:** 10pt C1S

**BINDING:**

NOTCH ADHESIVE PAPER: 1250; 1750; +/- 100s

Adhere plastic self adhesive CD pouches on INSIDE BACK COVER: CDs and sleeves supplied by publisher.

**ADDITIONAL COSTS/CREDITS: (please list as separate line items on bid):**

- Split bind option: additional cost for 150 copies Smyth sewn casebound, round back, 1 pc. case using a B-grade cloth (such as Arrestox B), 80# uncoated plain endsheets (to match text), 88 pt. binders board, head & footbands, foil stamp spine and front panel using approximately 10 sq. inches of foil. Stamping die art supplied by publisher.

Barcode stickers to be printed and stickered to back case:

- additional cost for 1 extra 8 page signature.
- additional cost for Rainbow endsheets.
- additional cost printing 12 page insert as 2/2 duotone, include additional for color accurate proofs of duotones.
- additional for photo gallery to print as insert on 70# text basis matte coated stock (such as utopia 2 matte).

**PACKING & SHIPPING:**

Individually shrink-wrap, pack and ship in bulk cartons.

Cartons must be labelled with the following information in PRINTED format: ISBN, author, title, carton quantity, carton weight, publisher's name.

Cartons must also have labels affixed in BAR CODE FORMAT with the following information: ISBN; carton quantity and carton weight.

Please supply accurate & comprehensive estimated surface shipping costs for finished books FOB Destination to:

UMASS Press  
c/o Maple Press Distribution  
Lebanon Distribution Center  
704 Legionnaire Drive  
Fredericksburg, PA 17026

Estimate additional charge for sending 20 advance copies by 2nd day air to the Publisher's office.

**SCHEDULE:**

PDF files and all materials to printer by October 19th.

Completed books must be delivered to the Publisher's Fredericksburg PA warehouse by November 30th latest.

**PRINTING/BINDING SAMPLES:**

Unless you have already done so, please enclose a representative sample book(s) demonstrating high-quality halftone printing (on a comparable stock) for evaluation by Publisher.

The University is not responsible for any expenses that may be incurred by any bidder to prepare or submit bids.

Each bidder is solely responsible for the accuracy and completeness of its bid. Errors or omissions may be grounds for rejection, or may be interpreted in favor of the University. The University will not increase the purchase order to the successful vendor for omissions or oversights not due to the fault of the University or its agents. All changes must be approved in writing.

The successful bidder will be required to provide original signed W-9 form to the University if they are not already a recognized University vendor. A copy of this form can be accessed at: [www.umass.edu/procurement](http://www.umass.edu/procurement) - Click on "Forms" – Click on "University of Massachusetts Substitute W-9 Form".

Bidders shall deliver **two (2) copies** of their bid response to the following address by **Tuesday, September 22, 2009 at 1:00pm, at which time the bids will be opened and publicly read.** Bids shall be clearly marked and addressed to:

**University of Massachusetts  
Procurement Department  
407 Goodell Bldg. ~ 140 Hicks Way  
Amherst, MA 01003  
Fax 413-545-1643**

***Attention: RFB AA10-RH-3519***

It is the sole responsibility of the bidder to insure that its bid is delivered to the Procurement Department in its entirety by the due date and time. Late bids will not be considered, and will be placed, unopened, in the bid file. Faxed bids will be accepted, provided the original is received within 5 working days after bid deadline submission date.

All questions from prospective vendors regarding this Request for Bid shall be referred to the Purchasing Manager in the Procurement Department by email or fax only, by September 15, 2009 at 2:00 PM. No telephone calls will be entertained. Inquiries received after the specified date and time will not be accepted. The University will E-Mail its response to all questions to all bidders of record by formal addendum by 5:00 pm on September 16, 2009.

The contact information for this individual is:

**University of Massachusetts Amherst  
Rosemary A. Hassay, Purchasing Manager  
Fax: (413) 545-1643  
Email: [procurement@admin.umass.edu](mailto:procurement@admin.umass.edu)**

The University will extend the due date by written addendum if such information significantly amends this request for bid or makes compliance with the original proposed due date impractical.

The University of Massachusetts is an Affirmative Action, Equal Opportunity Employer.

**BID CHECKLIST/GUIDELINE FOR: JURAVICH / AT THE ALTAR OF THE BOTTOM LINE**

**TOTAL CAMERA & PREPRESS COSTS:** (based on artwork described in bid specifications): \_\_\_\_\_

**MANUFACTURING COST:** (as per specifications, **excluding prepress & freight costs**): \_\_\_\_\_

**ADDITIONAL COSTS OR CREDITS:**

- Cost for EACH additional piece of reflective art to be shot/scanned & stripped: \_\_\_\_\_
- Split bind option: additional cost for 150 copies Smyth sewn casebound, round back, 1 pc.case using a B-grade cloth (such as Arrestox B), 80# uncoated plain endsheets (to match text), 88 pt. binders board, head & footbands, foil stamp spine and front panel using approximately 10 sq. inches of foil. Stamping die art supplied by publisher. Barcode stickers to be printed and stickered to back case. \_\_\_\_\_
- Additional cost printing 12 page insert as 2/2 duotone, include additional for color accurate proofs of duotones. \_\_\_\_\_
- Additional cost for extra printed 8 page signature. \_\_\_\_\_
- Additional for photo gallery to print as insert on 70# text basis matte coated stock (such as utopia 2 matte). \_\_\_\_\_
- Additional cost for Rainbow endsheets. \_\_\_\_\_

**FREIGHT:**

- Bulk shipment FOB: UMASS Fredericksburg, PA by surface freight/straight truck: \_\_\_\_\_
- Cost for 20 advance copies by 2<sup>nd</sup>-Day Air: \_\_\_\_\_

**SCHEDULE:**

- Can you meet Publisher's required schedule? YES\_\_\_\_ NO\_\_\_\_
- Latest date for receipt of art & mechanicals and still deliver books by 11-30-2009: \_\_\_\_\_

**SAMPLES:**

One (1) printed sample(s) must be sent with bid for quality evaluation.

**Your signature below signifies that your company complies with the RFB.**

Vendor Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Print Name/Title: \_\_\_\_\_ Authorized Signature: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Zip: \_\_\_\_\_