



**University of Massachusetts Amherst
Department of Procurement**

**Request for Bids:
University of Massachusetts Annual Contract
for the Printing of One & Two Color Posters
per the attached specifications**

**RFB# CA09-RH-2752
Bid Opening Date – May 22, 2008 @ 1:00 p.m.**

FISCAL 2009 ANNUAL CONTRACT FOR ONE & TWO COLOR POSTERS

NOTICE - Successful vendor shall not accept any job without first receiving a hard copy purchase order, electronic or actual, that bears the signature of the Director of Procurement, University of Massachusetts.

Please submit bids based on specifications provided. Actual jobs may vary; specifications are to insure equality of bid basis. All prices include pick-ups and deliveries by vendor at UMass, Amherst. Third party pickups and deliveries by mutual consent only. Press checks by UMass personnel, beyond 90-mile radius of Amherst, will be at vendor's expense.

CONTRACT TERM: July 1, 2008 – June 30, 2009

BASIC JOB includes standard pre-press services (except as noted), low resolution digital proof for approval, collating, trimming, packaging, and delivery as noted below in Delivery Schedule.

Please read all information before figuring prices.

DISK - Jobs are ordinarily supplied on CD. Normal output required is 2540 dpi.

DELIVERY SCHEDULE - Average publications will require a low resolution digital proof within three (3) working days from receipt of files, followed by printing and delivery within five (5) working days of approval of final proof. More extensive publications will require a mutually agreed upon schedule arranged through Creative Services.

Delivery will be to the Receiving Room, Physical Plant Bldg., or another designated building, at the University of Massachusetts, Amherst.

Return CD and/or all artwork plus 20 samples of each job to the Creative Services, Munson Hall, University of Massachusetts, Amherst, MA 01003

PRICING - *Please read all information before figuring prices*

All prices are *exclusive of paper stock*.

To calculate total cost, vendor must *add* price of paper to the printing charges.

FILES/ARTWORK - Digital files created by printer become the property of UMass. Printer to archive a copy of files for a minimum of three (3) years.

Please advise of any additional charges which could be incurred but are not specifically requested on these pages.

INVOICES - must be itemized according to specifications. Invoices not itemized may be returned to vendor for clarification.

OVERRUNS/UNDERRUNS. The University will accept no more than 3% Overs/Unders.

Inquiries on clarification of the printing and production specifications should be directed to CREATIVE SERVICES at 413.545.0123.

Vendor Name: _____

Date: _____

RFB# CA09-RH-2752–FY 2009 Annual Contract for Printing of One & Two Color Posters

11” x 17”

I. SIZE: 11” x 17” full bleed, heavy ink coverage

			100	500	1,000	Additional 500s
NOTE: Prices are exclusive of paper. To calculate total cost, add these prices and any additional options to price of paper from list below.	Black Ink Only	1 side: 1/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 1/1	\$ _____	\$ _____	\$ _____	\$ _____
	1 PMS Ink Only	1 side: 1/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 1/1	\$ _____	\$ _____	\$ _____	\$ _____
	Black + 1 PMS Ink	1 side: 2/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 2/2	\$ _____	\$ _____	\$ _____	\$ _____
	Add'l PMS any one side	1 side:	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides:	\$ _____	\$ _____	\$ _____	\$ _____
	Additional to Varnish	1 side:	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides:	\$ _____	\$ _____	\$ _____	\$ _____

Paper prices are for printing in black ink. For each additional ink, see Column “A”.

PAPER STOCK	“A”	100	500	1,000	Additional 1,000s
Finch Opaque, 70# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Cougar Opaque, 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Mohawk Via (colored stock), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art (gloss), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art Silk (dull), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Mohawk Via (colored stock), 80# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art (gloss), 80# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Finch Opaque, 65# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
OPTION					
Folding to 8-1/2” x 11”					
If text weight		\$ _____	\$ _____	\$ _____	\$ _____
If cover weight (score included)		\$ _____	\$ _____	\$ _____	\$ _____

See Additional Charges Schedule for Business reply Cards and Perforations.

Vendor Name: _____

Date: _____

RFB# CA09-RH-2752–FY 2009 Annual Contract for Printing of One & Two Color Posters

17” x 22”

II. SIZE: 17” x 22” without bleeds OR 15-3/4” x 22” with full bleed and heavy ink coverage

			100	500	1,000	Additional 500s
NOTE: Prices are exclusive of paper. To calculate total cost, add these prices and any additional options to price of paper from list below.	Black Ink Only	1 side: 1/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 1/1	\$ _____	\$ _____	\$ _____	\$ _____
	1 PMS Ink Only	1 side: 1/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 1/1	\$ _____	\$ _____	\$ _____	\$ _____
	Black + 1 PMS Ink	1 side: 2/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 2/2	\$ _____	\$ _____	\$ _____	\$ _____
	Add'l PMS any one side	1 side:	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides:	\$ _____	\$ _____	\$ _____	\$ _____
	Additional to Varnish	1 side:	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides:	\$ _____	\$ _____	\$ _____	\$ _____

Paper prices are for printing in black ink. For each additional ink, see Column “A”.

PAPER STOCK	“A”	100	500	1,000	Additional 1,000s
Finch Opaque, 70# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Cougar Opaque, 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Mohawk Via (colored stock), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art (gloss), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art Silk (dull), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Mohawk Via (colored stock), 80# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art (gloss), 80# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Finch Opaque, 65# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
OPTION					
Folding to 8-1/2” x 11”					
If text weight		\$ _____	\$ _____	\$ _____	\$ _____
If cover weight (score included)		\$ _____	\$ _____	\$ _____	\$ _____

See Additional Charges Schedule for Business reply Cards and Perforations.

Vendor Name: _____

Date: _____

RFB# CA09-RH-2752–FY 2009 Annual Contract for Printing of One & Two Color Posters

19” x 25”

III.Size: 19” x 25” without bleeds OR 17-1/8” x 24” with full bleed and heavy ink coverage

			100	500	1,000	Additional 500s
NOTE: Prices are exclusive of paper. To calculate total cost, add these prices and any additional options to price of paper from list below.	Black Ink Only	1 side: 1/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 1/1	\$ _____	\$ _____	\$ _____	\$ _____
	1 PMS Ink Only	1 side: 1/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 1/1	\$ _____	\$ _____	\$ _____	\$ _____
	Black + 1 PMS Ink	1 side: 2/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 2/2	\$ _____	\$ _____	\$ _____	\$ _____
	Add'l PMS any one side	1 side:	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides:	\$ _____	\$ _____	\$ _____	\$ _____
	Additional to Varnish	1 side:	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides:	\$ _____	\$ _____	\$ _____	\$ _____

Paper prices are for printing in black ink. For each additional ink, see Column “A”.

PAPER STOCK	“A”	100	500	1,000	Additional 1,000s
Finch Opaque, 70# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Cougar Opaque, 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Mohawk Via (colored stock), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art (gloss), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art Silk (dull), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Mohawk Via (colored stock), 80# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art (gloss), 80# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Finch Opaque, 65# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
OPTION					
Folding to 9-1/2” x 12-1/2”					
If text weight		\$ _____	\$ _____	\$ _____	\$ _____
If cover weight (score included)		\$ _____	\$ _____	\$ _____	\$ _____

See Additional Charges Schedule for Business reply Cards and Perforations.

Vendor Name: _____

Date: _____

RFB# CA09-RH-2752–FY 2009 Annual Contract for Printing of One & Two Color Posters

25” x 38”

IV. SIZE: 25” x 38” without bleeds OR 24” x 37” with full bleed and heavy ink coverage.

			100	500	1,000	Additional 500s
NOTE: Prices are exclusive of paper. To calculate total cost, add these prices and any additional options to price of paper from list below.	Black Ink Only	1 side: 1/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 1/1	\$ _____	\$ _____	\$ _____	\$ _____
	1 PMS Ink Only	1 side: 1/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 1/1	\$ _____	\$ _____	\$ _____	\$ _____
	Black + 1 PMS Ink	1 side: 2/0	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides: 2/2	\$ _____	\$ _____	\$ _____	\$ _____
	Add'l PMS any one side	1 side:	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides:	\$ _____	\$ _____	\$ _____	\$ _____
	Additional to Varnish	1 side:	\$ _____	\$ _____	\$ _____	\$ _____
		2 sides:	\$ _____	\$ _____	\$ _____	\$ _____

Paper prices are for printing in black ink. For each additional ink, see Column “A”.

PAPER STOCK	“A”	100	500	1,000	Additional 1,000s
Finch Opaque, 70# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Cougar Opaque, 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Mohawk Via (colored stock), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art (gloss), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art Silk (dull), 80# text	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Mohawk Via (colored stock), 80# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Chorus Art (gloss), 80# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Finch Opaque, 65# cover	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
OPTION					
Folding to 9-1/2” X 12-1/2”					
If text weight		\$ _____	\$ _____	\$ _____	\$ _____
If cover weight (score included)		\$ _____	\$ _____	\$ _____	\$ _____

See Additional Charges Schedule for Business reply Cards and Perforations.

Vendor Name: _____

Date: _____

RFB# CA09-RH-2752–FY 2009 Annual Contract for Printing of One & Two Color Posters

V. ADDITIONAL CHARGES

A. BUSINESS REPLY CARDS (BRC)

Card Size: 3-1/2" x 5-1/2"

Print 2 sides in one color ink only. Pad 10 cards and glue to poster.

	Per 100 Posters	Additional 100s	Per 500 Posters	Additional 100s	Per 1,000 Posters	Additional 500s
65# cover house white	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
80# cover house white	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

B. PERFORATIONS: Horizontal (maximum 19") and vertical (maximum 3-1/2") along bottom of poster

	100	Additional 100s	500	Additional 100s	1,000	Additional 100s
	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

C. SCORING

	100	Additional 100s	500	Additional 100s	1,000	Additional 100s
	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____