

REQUEST FOR QUOTATION

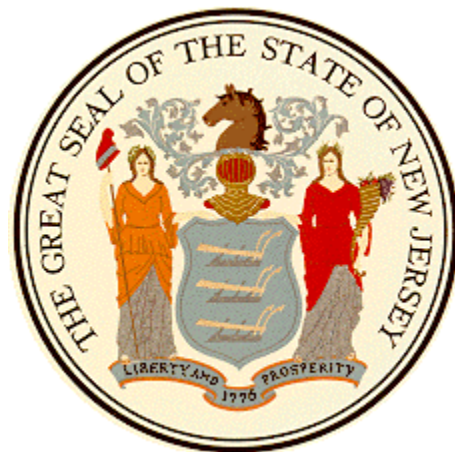
2019 Standard Specification Book Printing

STATE OF NEW JERSEY

Honorable Philip D. Murphy, Governor
Honorable Sheila Y. Oliver, Lt. Governor

DEPARTMENT OF TRANSPORTATION

Diane Gutierrez-Scaccetti, Commissioner



June 10, 2019

Important Dates

Question Cut-Off:	June 14, 2019 @ 10:00 AM Email: dot-ems_bid.procurement@dot.nj.gov
Answers to Bid Questions:	Bidders are encouraged to monitor the NJDOT – EMS website daily for updates, changes and responses to questions through the submission due date. http://www.nj.gov/transportation/business/procurement/ems/current.shtm
Bid Opening:	June 21, 2019 @ 10:00 AM Email: dot-ems_bid.procurement@dot.nj.gov Quotes sent to any other e-mail address may result in the quote being rejected.
Procurement Contact:	Kaitlin Powers: 609-963-2334 Email: dot-ems_bid.procurement@dot.nj.gov

1.0 Specifications

PROJECT:	Printing of the NJDOT 2019 Standard Specification Book
PURPOSE STATEMENT	The guidelines and requirements listed below are for the printing of the NJDOT 2019 Standard Specification Book
	Requirements
QUANTITY	915 Books
SIZE	8.5" x 11" with Edge Index Marking Sections
PAGES	325 Sheets Each (650 Sides Printed)
COVER	Safety Orange (PMS 152), 14 Pt C1S Cover – Smooth Finish, Wrap Around Cover. Foil Imprinting on Front and Spine – NJDOT Logo and Text.
PAPER	28 lb. Book Paper (No Substitutions)
INK	Black
ARTWORK	PDF to be Provided Upon Award

2.0 Freight and Packing

The above books shall be delivered to:

New Jersey Department of Transportation
930 Lower Ferry Road
Building 24
Trenton, NJ 08625

All printed material must be firmly packed in quality cartons of uniform size for stacking. Uniform is defined as having the same number of books per carton; same number of cartons per pallet (skid). Each carton must be clearly labeled in large print, one side and one end, showing: 2019 Standard Specification Book (contents description), quantity, name of printer and order number. No carton to exceed a weight of 35 lbs. Pallets must be evenly loaded, no higher than 52", capable of double stacking pallets (skids) without crushing cartons. To be shrink wrapped overall.

All costs for freight shall be indicated on the PB-120 Form.

3.0 Delivery Timeframe

Job shall be completed and delivered within two (2) weeks of proof approval with a not to exceed timeframe of one (1) month from vendor receiving notice to proceed and/or purchase order.

4.0 Warranty

Not Applicable

5.0 Quote Content

A quotation must arrive at NJDOT in accordance with this RFQ, within the time frame indicated, to the e-mail address noted in this RFQ. The quote should be submitted in two (2) sections with the content of each as indicated below.

A. Section 1 – Forms

The Vendor must submit all the forms listed on the checklist. The checklist and required forms can be found at the following link:

<https://www.state.nj.us/treasury/purchase/forms/Waiver%20and%20DPA%20Contract%20Checklist.pdf>.

All forms must be completed and submitted in their entirety with the bidder's proposal. Failure to submit DPA Forms may result in the proposal being rejected.

NOTE: The Vendor must be registered in NJSTART to qualify for an award. NJSTART registration link as follows: <https://www.njstart.gov/bsol/>

B. Section 2 – Price

The Vendor may supply their own quote; however, the total price for all aspects of the bid must appear on the PB-120 Form accompanying this RFQ.

6.0 Negotiation and best and final offer (BAFO)

After evaluating the quote, NJDOT may establish a competitive range and enter into negotiations with one (1) Bidder or multiple Bidders within this competitive range. The primary purpose of negotiations is to maximize the State's ability to obtain the best value based on the mandatory requirements, evaluation criteria, and cost. Multiple rounds of negotiations may be conducted with one (1) Bidder or multiple Bidders. Negotiations will be structured by NJDOT to safeguard information and ensure that all Bidders are treated fairly.

Negotiations will be conducted only in those circumstances where they are deemed by NJDOT to be in the State's best interests and to maximize the State's ability to get the best value. Therefore, the Bidder is advised to submit its best price quote in response to this solicitation since NJDOT may, after evaluation, make an award based on the content of the initial submission, without further negotiation and/or Best and Final Offer (BAFO), with any Bidder.

Notice

Effective immediately, NJDOT is required to comply with P.L. 2012, c. 4, which requires all agencies to encourage awarded contractors to notify their employees of organ and tissue donation options.

“Organ and Tissue Donation: As defined in section 2 of P.L. 2012, c. 4 (N.J.S.A. 52:32-33), contractors are encouraged to notify their employees, through information and materials or through an organ and tissue awareness program, of organ donation options. The information provided to employees shall be prepared in collaboration with the organ procurement organizations designated pursuant to 42 U.S.C. §1320b-8 to serve in this State.”

AND

ANTI-DISCRIMINATION

All parties to any contract with the State agree not to discriminate in employment and agree to abide by all anti-discrimination laws including those contained within N.J.S.A. 10:2-1 through N.J.S.A. 10:2-4, N.J.S.A. 10:5-1 et seq. and N.J.S.A. 10:5-31 through 10:5-38, and all rules and regulations issued thereunder are hereby incorporated by reference.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time.