

**BID REQUEST NO.: 20-6009-LL-C STRATEGIC SOURCING SPECIALIST: Leyanna Long**

**TITLE: LED UV Cured Offset Printing Ink PHONE NO.: (573) 884-3228**

**ISSUE DATE: January 11, 2020 E-MAIL: Longlk@umsystem.edu**

**RETURN BID NO LATER THAN: JANUARY 30, 2020 AT 12:00 PM CST**

**RESPONSE INSTRUCTIONS:** Print or type **Bid Request No. and Return Due Date** on the lower left hand corner of the envelope or package. Delivered sealed bids must be in UM System Supply Chain office at (2910 Lemone Industrial Drive, Columbia, MO 65201) by the return date and time. EMAIL BIDS WILL NOT BE ACCEPTED

**RETURN BID TO: UM System Supply Chain**

 **Attn: Leyanna Long**

 **2910 LeMone Industrial Blvd**

 **Columbia, MO 65201**

You are invited to submit bids on the items or services specified. All bids must be made on this form and shall be subject to the terms and conditions on the reverse side hereof for furnishing items or services of the description listed below. All deliveries shall be made **FOB DESTINATION** with freight charges fully included and prepaid. The seller pays and bears the freight charges.

In compliance with this bid request and subject to all of the terms and conditions thereon, bidder offers and agrees to furnish or deliver the items or perform the services upon which prices are quoted herein, such items or services to be provided within the number of days indicated after receipt by bidder of University Purchase Order. Only cash discounts having a period of thirty (30) days or more will be taken into account in determining the lowest bid. Discount time is compiled from day of delivery and acceptance of items or services or receipt of correct invoice, whichever is later.

The bidder further agrees that the language of this bid document shall govern in the event of a conflict with his/her bid. The bidder further agrees that upon receipt of an authorized purchase order from the University of Missouri or when a Notice of Award is signed and issued by an authorized official of the University of Missouri, a binding contract shall exist between the bidder and The Curators of the University of Missouri.

**SIGNATURE REQUIRED**

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| **DOING BUSINESS AS (DBA) NAME**      |  | **LEGAL NAME OF ENTITY/INDIVIDUAL FILED WITH IRS FOR THIS TAX ID NO.**      |
| **MAILING ADDRESS**      | **IRS FORM 1099 MAILING ADDRESS**      |
| **CITY, STATE, ZIP CODE**      | **CITY, STATE, ZIP CODE**      |

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| **CONTACT PERSON**      | **EMAIL ADDRESS**      |
| **PHONE NUMBER**      | **FAX NUMBER**      |
| **TAXPAYER ID NUMBER (TIN)**      |  **TAXPAYER ID (TIN) TYPE (CHECK ONE)** \_\_\_ FEIN \_\_\_ SSN | **VENDOR NUMBER (IF KNOWN)**      |
| **VENDOR TAX FILING TYPE WITH IRS (CHECK ONE) (NOTE: LLC IS NOT A VALID TAX FILING TYPE.)** \_\_\_ Corporation \_\_\_ Individual \_\_\_ State/Local Government \_\_\_ Partnership \_\_\_ Sole Proprietor \_\_\_Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **AUTHORIZED SIGNATURE** | **DATE**      |
| **PRINTED NAME**      | **TITLE**      |

**BID REQUEST AND BID CONDITIONS**

This Bid Request and Bid is made upon and subject to the following conditions, all of which are accepted by bidder. Upon acceptance by University, this Bid Request and Bid and the University Purchase Order issued thereon shall constitute the contract for furnishing the items described in the bid in strict conformity with the contract instruments.

1. No oral explanation in regard to the meaning of the specifications will be made, and no oral interpretation will be given before the award of the contract. If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of any part of the specifications or any other proposed contract documents, he may submit to the University a written request for an interpretation thereof. The person submitting the request will be responsible for its prompt delivery. Any interpretation of the proposed documents will be made by addendum duly issued or delivered to each person receiving a set of such documents. The University will not be responsible for any other explanation or interpretations of the proposed documents.

2. The University reserves the right to reject any and all bids and to waive any informality in bids.

3. Whenever the name of a manufacturer or vendor is mentioned on the face hereon and words "or equal" do not follow, it shall be deemed that the words "or equal" shall follow such designation unless the context specifies "no substitution". University assumes that items bid as equal are equal. University reserves the right to return at the bidder's expense all items that are furnished which are not acceptable as equals to items specified by the Bid Request and Specifications, and vendor agrees to replace such items with satisfactory items at the original bid price.

4. All items bid shall be new unless otherwise specified by the University.

5. Bidder agrees to unconditionally guarantee all items bid upon against defects in material and workmanship for a period of one year from the date of acceptance by the University unless otherwise specified.

6. Unless it is so noted on the bid it will be deemed that the article furnished is that designated. If the vendor proposes to furnish an item of a different

manufacturer or vendor other than the one specified on the face hereof, the manufacturer or vendor of the substituted items shall be noted and complete descriptive literature describing the items to be substituted must accompany the bid.

7. Materials and services furnished the University are not subject to either Federal Excise Taxes or the Missouri Sales Tax. Exemption certificates will be furnished on request.

8. Prices quoted are to be firm and final and prices shall be stated in units of quantity specified with packing and drayage charges included.

9. Shipments shall be marked as directed on the Purchase Order.

10. C.O.D. shipments will not be accepted. All shipping charges must be PREPAID. No packing or drayage charges will be allowed.

11. The University will not be responsible for articles or services furnished without a Purchase Order.

12. Risk of loss or damage to the goods prior to the time of their receipt and acceptance by the University is upon the vendor.

13. All invoices and correspondence shall show the Purchase Order Number. All invoices must be rendered in duplicate and contain full descriptive

information on items or service furnished. Separate invoices shall be rendered for each order and forwarded to the University.

14. Vendor agrees to defend, protect and save the University harmless from all claims and actions arising out of patent infringement.

15. University reserves the right to cancel all or any part of orders if shipment is not made as promised. Vendor shall notify the University if shipment cannot be made as promised. Time of proposed delivery must be stated in definite terms in the space provided.

16. The bidder hereby guarantees that no article listed herein is adulterated or misbranded within the meaning of the Federal Food, Drug and Cosmetic Act or an article which may not, under the provisions of Federal Law, be introduced into interstate commerce.

17. Samples, when required, are to be furnished prior to the date specified for receipt of bids.

18. In case of any doubt or difference of opinion as to the items to be furnished hereunder or the quality thereof, the decision of the UM Chief Procurement Officer shall be final and binding upon both parties.

19. The University reserves the right to award an order to the lowest aggregate bidder for all items or on an item basis, or a group of like items,

whichever is found to be in the best interest of the University. If a split award is not acceptable to a bidder, it must be stated in the bid response.

20. In awarding the contract, the University may take into consideration the skill, facilities, capacity, experience, ability, responsibility, previous work, the financial standing of the bidder or bidders; the amount of other work being carried on by the bidder; the quality, efficiency, and construction of the equipment proposed to be furnished; the period of time within which the equipment is to be furnished and delivered; and the necessity of prompt delivery of the items herein described. The inability of any bidder to meet the requirement mentioned above may be cause for rejection of his bid.

21. In the event that time and materials are a portion of this bid, the University reserves the right to audit vendor's records concerning this bid.

22. All items or services to be furnished hereunder shall meet all applicable State and Federal requirements of the Occupational Safety and Health Standard. All alleged violations and deviations from said State and Federal regulations or standards of the items of services to be furnished hereunder, must be set forth on the Bid Form at the time of submission of the bid. Or if at any later date the items or services contained herein shall not meet all applicable state and federal requirements after the bidder is awarded the contract hereunder the bidder must notify the Campus Purchasing Manager, immediately by certified mail, return receipt requested.

23. The University serves from time to time as contractor for the United States Government. Accordingly, the provider of goods and/or services shall

comply with federal laws, rules, and regulations applicable to subcontractors of government contracts including those relating to equal employment

opportunity and affirmative action in the employment of minorities (Executive Order 11246), women (Executive Order 11375), persons with disabilities (29 USC 706 and Executive Order 11758), and certain veterans (38 USC 4212 formerly [2012]) contracting with business concerns with small disadvantaged business concerns (Publication L. 95-507). Contract clauses required by the Government in such circumstances are incorporated herein by reference.

24. The Curators of the University of Missouri have adopted a policy which is binding upon all employees and departments of the University, and which by contract shall be binding upon independent contractors and subcontractors with the University, whereby all other things being equal, and when the same can be secured without additional cost over foreign products, or products of other states, a preference shall be granted in all construction, repair and purchase contracts, to all products, commodities, materials, supplies and articles mined, grown, produced and manufactured in marketable quantity in the State of Missouri and to all firms, corporations or individuals doing business as Missouri, firms, corporations, or individuals. By virtue of the foregoing policy, preferences will be given to materials, products, supplies, or provisions, and all other articles produced, manufactured, mined or grown within the State of Missouri, and to all firms, corporations or individuals doing business as Missouri firms, corporations or individuals. Each bidder submitting a proposal agrees to comply with and be bound by the foregoing policy.

REQUEST FOR BIDS

LED UV CURED OFFSET PRINTING INKS

RFB #20-6009-LL-C

The Curators of the University of Missouri on behalf of Print & Mail Services requests bids for the furnishing and the delivery of LED UV Cured Offset Printing Inks.

**AWARD:**

1. Bids are requested for the furnishing and delivery of LED UV Cured Offset Printing Inks, FOB Print & Mail Services, 2800 Maguire Blvd., Columbia, Missouri, 65211 for a twelve-month period beginning January 1, 2020 extendable by mutual agreement, four additional years. Selected inks must be LED UV curable by our 2019 RMGT Offset Printing Press fitted with GEW LED UV Lamps and a Sentinel ink distribution system utilizing the 8.8 pound plastic tubes. Quantities listed are annual estimates for a full year, and as such do not represent a guarantee by the University to purchase the listed quantities.
2. The University of Missouri reserves the right to award the bid on a line by line basis or on an all or none basis, whichever is determined to be in the best interest of the University. The University of Missouri reserves the right to award the bid to the vendor(s) that can provide the product the fastest.
3. Unit cost adjustments for each renewal period shall be limited to the maximum increase identified on the pricing page over the previous period. Any proposed increases will be taken in to consideration during evaluation of the bid responses.
4. Bidders must price product as specified.

**SAMPLES:**

1. Proposals must include complete descriptive literature and specifications of the product(s) that the bidder proposes to furnish. Bidders may be required to submit a process set of inks (cyan, magenta, yellow, and black) for testing purposes. Samples must be of the exact ink bidder proposes to furnish. Vendors should not submit samples unless specifically requested to do so by the University. All costs related to furnishing the samples, including transportation and delivery, shall be the responsibility of the vendor. Unused sample ink will not be returned

**DELIVERY:**

1. Prices on the bid form must be all inclusive, including shipping, delivery, and installation (if applicable). If items are imported, delivery is to be D.D.P. Columbia, MO and the price is to include all costs, including but not limited to customs, duties, taxes, costs for carriage and transshipment, and delivery to Columbia, MO. The bidder is responsible for all risks and costs and providing all documentation as required for importing. Contact information for a customs broker accustomed to working with the University is available upon request. The bidder is responsible for any/all costs of customs broker.
2. Materials will be ordered by authorized representatives of Print & Mail Services on an “as needed” basis. Ink sets must be delivered within one week of order date. Expiration dates of ink must be not less than one (1) year from date of delivery.
3. The University reserves the right to return at the bidder's expense, shipments failing to meet the specification.
4. The bidder shall indicate below on average, how many calendar days after placement of the order delivery will be made.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Calendar Days

**WARRANTY:**

1. The bidder shall note any applicable warranty information for each item on the attached pricing pages.

**INVOICES:**

1. All invoices must be emailed to the following address:

dickinsond@missouri.edu
or mailed to:
Print & Mail Services

Attn: Debbie Dickinson

2800 Maguire Blvd

Columbia, MO 65211

**PAYMENT:**

Preferred settlement method is through the use of Electronic Accounts Payable solutions. Payment terms associated with these forms of payment will be issued as net 15 after the date of invoice. Payment terms associated with settlement by check will be considered to be net 30 days. Cash discounts for prompt payment may be offered but they will not be considered in determination of award unless specifically stated in the Detailed Specifications and Special Conditions. Acceptance of items will be upon verification that all items provided meet or exceed the specification of this bid. The University may withhold payment or make deductions as may be necessary to protect the University from loss or damage on account of defective work, claims, damages, or to pay for repair or correction of products/services furnished hereunder. Payment may not be made until satisfactory delivery and acceptance by the University and receipt of correct invoice have occurred. Any different payment terms desired by bidder must be clearly stated and may or may not be accepted by the University. A payment schedule may be negotiated with the successful bidder. If prepayment is required, the Successful Bidder may be required to provide a performance bond or irrevocable letter of credit at no cost to the University for the full amount of prepayment.

**BID FORM PRICING**

The pricing provided on the following Bid Form must include all costs associated with the furnishing and delivery of the equipment as stated in the specifications. In the event of a discrepancy between the unit price quoted below and the total cost, the unit price shall govern.

**A) Provide pricing for LED UV Cured Offset Printing Ink using 8.8lb plastic ink Sentinel containers. Estimated annual consumption of 8,000 to 9,000 pounds per year. Price per pound, must be all inclusive, including shipping.** **Indicate the expected ink mileage of the ink being offered along with the technical specifications of the printing inks.**INK Name/Brand offering: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Process Yellow \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /lb in 8.8lb tube Ink Mileage:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Process Magenta \_\_\_\_\_\_\_\_\_\_\_\_\_ /lb in 8.8lb tube Ink Mileage:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Process Cyan \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /lb in 8.8lb tube Ink Mileage:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Process Black \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /lb in 8.8lb tube Ink Mileage:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B) Provide pricing for Pantone Specific LED UV Cured Offset Printing Ink using 5lb cans. Estimated annual consumption of 500 to 1000 pounds per year. Price per pound, must be all inclusive, including shipping. Indicate the expected ink mileage of the ink being offered along with the technical specifications of the printing inks.**

INK Name/Brand offering: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PMS: Any Color Coated\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /lb in 5lb Can Ink Mileage:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PMS: Any Color Uncoated \_\_\_\_\_\_\_\_\_\_\_\_\_ /lb in 5lb Can Ink Mileage:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PMS: Metallic\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /lb in 5lb Can Ink Mileage:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PMS: Fluorescent\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ /lb in 5lb Can Ink Mileage:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**D)** **Consignment:**  Print & Mail Services would prefer to have ink inventoried on consignment. Meaning the ink company will assume ownership of the ink on our shelves until the case/box is opened and the ink canisters are used. Is this something your company would offer?

Is ink on Consignment an option: please indicate: Yes / No
If Yes, Please explain your company’s consignment terms:

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**E)** **G7 Profiling:**  Print & Mail Service is seeking assistance with color profiling our equipment to include: Hi-Res Proofs (Kodak Matchprints), RMGT Offset Printing Press using Kodak Plates and Kodak Prinergy prepress software, and a Xerox iGen 4 Digital Press. Please explain your company’s ability to provide these services. Is this service included, or do you charge for said services? If this is a chargeable service, please include pricing. Note this is for profiling only, we are not seeking a G7 certification.

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G7 Color Profiling Cost if not included:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Unit cost adjustments for each renewal period shall be limited to a maximum increase above the previous year identified below. Any proposed increases will be taken in to consideration during evaluation of the bid responses.

1st annual renewal %\_\_\_\_\_\_\_\_\_\_\_\_\_ increase

2st annual renewal %\_\_\_\_\_\_\_\_\_\_\_\_\_ increase

3st annual renewal %\_\_\_\_\_\_\_\_\_\_\_\_\_ increase

4st annual renewal %\_\_\_\_\_\_\_\_\_\_\_\_\_ increase