



PMB 01231
BUREAU OF ADMINISTRATION
OFFICE OF PROCUREMENT MANAGEMENT
523 EAST CAPITOL
PIERRE, SD 57501-3182
(605) 773-3405
FAX (605) 773-4840



NSU NORTHERN TODAY

NOTICE OF AWARDS

Buyer: Missy Schuetzle (007)
Phone: 605-773-4277
Fax: 605-773-4840
Email: Missy.Schuetzle@state.sd.us

Date: August 23, 2011

- 1. Contract Term:** This notice establishes contract(s) resulting from Solicitation # 25809 for a period of one (1) year, from September 1, 2011 through August 31, 2012 inclusive. The Solicitation and the vendor's response, along with the South Dakota Vendor's Manual are made part of the vendor's contract by this reference.
- 2. Extension:** The State may, at its own discretion, extend a contract for an additional two (2) months past the original contract expiration date. Further extensions may be for a period of one year. Notice shall be given by the State to the vendor at least 60 days prior to the termination of the contract, and the vendor shall agree to such extension within 30 days thereafter, before such extension period shall become effective.
- 3. Pricing:** All prices quoted in the referenced proposal are firm for the term of this contract. Price decreases are acceptable on invoice(s) presented for payment. If the open market price of a specific contract item is under the vendor's price, the State reserves the right to purchase the lower priced product.
- 4. Delivery:** The contractor shall furnish and deliver all of the awarded items of supplies, equipment, and commodities enumerated in the schedules and specifications, at the price and according to the terms and conditions, and of the kind, quality, and amounts and at the times specified in the schedules and specifications. The supplies, equipment and commodities shall be delivered to the Director of the Office of Procurement Management or to such State Department or State agency as he shall direct and such delivery shall be made without cost to the State.
- 5.** In the event of the inability or failure of the contractor to furnish and deliver any item or items enumerated in the schedules and specifications at the time and in accordance with the terms and conditions therein provided, the Director of the Office of Procurement Management may contract for or purchase such supplies, equipment, and commodities in the open market and the contractor shall make good the excess over the price named in the schedule and specifications and the cost of such supplies, equipment, and commodities in the open market provided however, that the foregoing provisions shall not apply where other penalties for any default in the performance of the conditions of this contract are provided for in the schedules and specifications.
- 6.** All orders must be bid F.O.B. destination with all transportation and handling charges paid by the vendor. Deliveries shall be made at such time, place and in such quantities as shown on the Purchase Order. All items in common usage are to be shipped within 30 days from the date of purchase order. An additional 10 days will be allowed for back-ordered items when notification is given, in writing, to the ordering agency that the items are not available for immediate delivery.
- 7.** All delivery tickets, invoices and statements shall show the purchase order number, brand or trade name and State Item Number when applicable as shown in this contract. Invoices must be submitted in duplicate to the State Agency ordering the merchandise. DO NOT SUBMIT STATEMENTS OR INVOICES TO THE OFFICE OF PROCUREMENT MANAGEMENT AS IT ONLY DELAYS PAYMENT.

8. **Surety:** This contract(s) shall be in full force and effect upon the execution and delivery thereof and the furnishing and delivery by the Contractor, to the Office of Procurement Management, of a good and sufficient Surety Bond in the sum required by the above-referenced solicitation, to be approved by the Office of Procurement Management.
9. STATE AGENCIES MUST INCLUDE ITEM NUMBERS AND A BRIEF DESCRIPTION WHEN ORDERING FROM THIS CONTRACT.
10. **Unless otherwise indicated, payment for items on the contract(s) may be made with the South Dakota Purchasing Card (Citibank Master Card). State agencies may use the Purchasing Card when making purchases of \$1000.00 or less per transaction.**



Steven L. Berg, Director
Office of Procurement Management

CONTRACTORS

	<p>Midstates Printing 4820 Capitol Avenue NE Aberdeen, SD 57401</p> <p>Contact: Mark Simon Phone: 605-226-2541 Fax: 605-226-0060 E-mail: msimon@mqprint.com</p> <p>Vendor #12040671 <u>Contract #16197</u></p>	

NSU Northern Today

Qty: 18,800 copies.

There will be 2 separate issues totaling 37,600. Each issue dialogue will be different.

Number of pages: 16 pages (including cover).

Finished size: 8.5 x 11.

Flat size: 11 x 17.

Cover Format:

Paper for cover: 80 lb. enamel text white.

Cover ink: 4 color process both sides.

Bleeds on cover: Yes, on all sides.

Inside Page Format:

Paper for inside: 80 lb. enamel text white.

Inside ink: 4 color process both sides.

Bleeds on inside pages: Yes, on all sides.

Folding/Perforations: 11 x 17 folded to 8.5 x 11.

Binding: Saddle stitched, stapled.

Artwork will be provided in PDF or InDesign.

Successful vendor get artwork 2 weeks before the expected delivery date.

Proof required: Digital and Imposition.

Deliver date: Printed and mailed twice a year in mid-November and mid-May.

Special Instructions: There will be a 9# remittance envelope stapled in the center of each magazine – envelope printed black only. The #9 remittance envelope has black printing on 2 sides. Mail quantity: 18,500 (11,000 SD Residents, 7,500 non-SD Residents) (300 to be delivered to NSU campus).

Successful vendor will be responsible for correct placement of business reply mail artwork on return envelope to be approved by the US Post Office. Business reply artwork is provided by the US Postal Service. Any deviation from it, printer will be responsible for an immediate reprint if business reply piece is not approved by US Post Officials to meet guidelines for lower cost postage. NSU is responsible for obtaining approval upon receipt of goods.

2 separate runs (not identical artwork or dialogue).

Shipping instructions: Deliver 300 to NSU (All print projects will be FOB destination & allowed.

Mailing instructions: Vendor to inkjet address from list provided and mail via USPS Standard Rates; (11,000 SD Residents, 7,500 non-SD Residents).

This is an annual contract with an option to extend per OPM Guidelines. One purchase order will be issued for both FY12 issues.

Shall include the statement "Printed On Recycled Paper" if applicable.

The vendor must provide environmentally preferable paper products that meet one of the following criteria:

Green Seal certified as defined in ARSD 10:02:05:04;

Ecologo certified as defined in ARSD 10:02:05:05; or

Comply with the minimum requirements for recycled content as published in the United States Environmental Protection Agency Comprehensive Procurement Guidelines, Buy-Recycled Series, Paper Products, October 2007. The Comprehensive Guide can be viewed on OPM's website at www.state.sd.us/boa/opm under "Info for Vendor's".

Pricing:

Price per 18,800 copies: \$4,645.00