



January 29, 2019

REQUEST FOR BIDS - PRINTING

Texas Master Gardener Handbook

INTRODUCTION:

Texas A&M AgriLife Extension Warehouse is seeking bids for the printing of the Texas Master Gardener Handbook. Bidders shall offer a total price response for quantities of 1,000, 1,500 and 2,000 printed books.

IMPORTANT DATES:

Responses must be submitted either by e-mail, US mail or hand delivered no later than **Thursday, February 7, 2019, 3:00 p.m. Central Standard Time.**

Bids submitted are to be addressed to:

**Texas A&M AgriLife Purchasing
2147 TAMU
College Station, TX 77843-2147
Attention: Jonie Bulich, C.P.M.
Buyer 1**

TERMS AND CONDITIONS:

By submitting a bid, the bidder agrees to comply with all Agency terms and conditions. These supersede any other terms and conditions issued by the bidder.

GOVERNING LAW:

Any contract resulting from this bid solicitation shall be construed and governed by the laws of the State of Texas.

SHIPPING TERMS:

F.O.B. Destination (Supplier maintains ownership of items(s) during shipment until delivered and accepted at Agency purchase order designated location).

DELIVERY:

If applicable, any bid submitted should include estimated delivery time for the item(s) being offered.

SPECIFICATIONS:

See Attachment entitled "**Printing Specifications**".

AWARD BASED ON BEST VALUE:

Texas A&M AgriLife Research reserves the right to accept or reject any or all bids, to waive informalities and technicalities, to accept the offer considered most advantageous and award the bid based on best value criteria. In determining what is the best value to the Agency, the Agency shall consider any or all of the following:

- Purchase price
- The reputation of the vendor and the vendor's goods or services.
- The quality of the vendor's goods or services.
- The extent to which the goods or services meet the agency's needs.
- The vendor's past relationship with the Agency.
- The total long-term cost to the Agency in acquiring the vendor's good or services.
- The delivery time.
- Any other relevant factor that a private business entity might consider in selecting a vendor.

PROHIBITION ON CONTRACTS WITH COMPANIES BOYCOTTING ISRAEL:

By executing any resulting agreement, the bidder certifies it does not and will not, during the performance of any resulting contract, boycott Israel. The bidder acknowledges any resulting agreement may be terminated if this certification is inaccurate.

CERTIFICATION REGARDING BUSINESS WITH CERTAIN COUNTRIES AND ORGANIZATIONS:

Pursuant to Subchapter F, Chapter 2252, Texas Government Code, the bidder certifies it is not engaged in business with Iran, Sudan, or a foreign terrorist organization. The bidder acknowledges any resulting agreement may be terminated if this certification is inaccurate.

CONFLICT OF INTEREST:

By executing any resulting agreement, the bidder and each person signing on behalf of the bidder certifies, and in the case of a sole proprietorship, partnership or corporation, each party thereto certifies as to its own organization, that to the best of their knowledge and belief, no member of the Texas A&M System or the A&M System Board of Regents, nor any employee, or person, whose salary is payable in whole or in part by the A&M System, has direct or indirect financial interest in the award of any resulting agreement, or in the services to which any resulting agreement relates, or in any of the profits, real or potential, thereof.

PUBLIC INFORMATION:

The bidder acknowledges that the Agency is obligated to strictly comply with the Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to any resulting agreement, as well as any other disclosure of information required by applicable Texas law.

- Upon the Agency's written request, the bidder will provide specified public information exchanged or created under any resulting agreement that is not otherwise excepted from disclosure under Chapter 552, Texas Government Code, to the Agency in a non-proprietary format acceptable to the Agency. As used in this provision, "public information" has the meaning assigned in Section 552.002, Texas Government Code, but only includes information to which the Agency has a right of access.

Please read the terms and conditions carefully. If you would like additional information concerning our purchasing procedures, please contact:

Jonie Bulich, C.P.M.
Buyer I
Phone: 979-845-0839
Email: jonie.bulich@aq.tamu.edu

Jonie Bulich

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Buyer I
Texas A&M AgriLife Purchasing
2147 TAMU
College Station, TX 77843-2147
Office Phone: (979) 845-0839
Fax: (979) 845-1945
Jonie.bulich@aq.tamu.edu

Physical Address:
AgriLife Administrative Services Bldg.
578 John Kimbrough Blvd., Rm 415
College Station, TX 77843

Invitation for Bids

Printing Specifications

Project title:
HT-086, Texas Master Gardener Handbook

Designer: Kelsey Siegmund
Phone: 817.312.1551
Email: Kelsey.Siegmund@ag.tamu.edu

Date: January 29, 2019

Delivery requested: 25 working days from receipt of job

Bill to:

Texas A&M AgriLife Extension Service Disbursements

Do Not Mail Invoices

Email invoices to apinvoices@ag.tamu.edu

2147 TAMU

College Station, TX 77843-2147

Deliver job to:

ATTN: Sharon Newland, Warehouse and Shipping Manager

2870 N Harvey Mitchell Pkwy Ste 700

Bryan, Texas 77807

Phone: 979.985.5267

Email: s-newland@tamu.edu

Deliver samples to:

Diane Bowen

1601 East 25th St.

Bryan, TX 77802

Phone: 979.823.3238 or 979.450.5478

Email: d-bowen@tamu.edu

Description: Case-bound book with concealed gray Wire-O binding and 1.75-inch (approx.) spine. Sheet laminate cover; 434 pp. + cover + end sheet

Quantity: Please bid for each quantity: 1,000, 1,500 and 2,000 copies

Finished size: **Cover:** 9.5 x 11.75; **Text:** 8.5 x 11"

Paper: **Cover:** 80# Fortune gloss text or equivalent. **End sheet:** Carolina 15 pt CIS. **Text:** 80# Fortune gloss text or equivalent

Ink: **Cover:** 4-color, prints one side. **End sheet:** Prints solid PMS #295 CP, one side only; varnish or aqueous coat end sheet if necessary to prevent ink ruboff. **Text:** 4-color

Bleeds: All sides

Prepress: Customer-furnished file

Mechanicals: MAC InDesign CC 2019

Scans: All images are placed.

Proofing: Cover and text: Match print. End sheet: color proof

Bindery: Box and label on the side of the box (not the top) as to publication number, publication title, and quantity; boxes weighing no more than 30 lb. each.

Special instructions No overs or unders. Publications must be shipped postage prepaid to Bryan, TX, and the freight charge included in the bid. Printing negatives become the property of the agency and must be returned, along with all materials supplied by the agency, before payment will be approved.