

BID SOLICITATION



City of Chattanooga
 101 East 11th Street, Suite G13
 Chattanooga, TN 37402

BID OPENING DATE AND TIME:

15-AUG-13 at 2:00 PM

BID NUMBER: 302811

BUYER:

PHONE #: (423) 757-5184
DELIVERY REQUIRED:

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

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 A 101 East 11th Street, Suite G13
 I Chattanooga, TN 37402
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Item	Class-Item	Quantity	Unit	Unit Price	Total
Requisition No.: 80035 Ordering Dept.: Treasurer's Office Buyer: Geoffrey Hipp 423-757-4758 ***** DESCRIPTION: Vehicle License Plate Decals ***** ATTACHMENTS: - Specifications - Affirmative Action Plan - Standard Terms and Conditions: (http://www.chattanooga.gov/general-services/purchasing/standard-terms-and-conditions) ***** *** BIDS MUST BE RECEIVED NO LATER THAN *** ***** 2:00 PM ON AUGUST 15, 2013 ***** ***** PLEASE SUBMIT BIDS IN DUPLICATE INDICATING BID NUMBER (302811) ON OUTSIDE PACKAGING ALL SHIPPING CHARGES SHALL BE INCLUDED IN BID PRICES ***** NOTE: All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated. The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city. The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin. ***** PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION: Company Name _____ Address _____ Phone/Toll-Free No. _____ Fax No. _____ E-Mail Address _____ Contact Person's Name _____ Estimated Delivery _____ Minority-Owned Business ___ Small Business ___ Veteran ___ Minority Woman Owned Business ___ Disabled Veteran ___ Women-Owned Business ___					

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS

ALL BIDS MUST BE SIGNED – The undersigned offers the above quoted prices under the conditions contained herein.

The City is Exempt from all Federal and State Tax.
 Bids will be received at the above mentioned address.

COMPANY: _____

TERMS OF PAYMENT: _____

SIGNATURE: _____

TELEPHONE NUMBER: _____

NAME AND TITLE: _____

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Year 2015; Orange; 1 x 1 1/2; Background to be Orange; Numbers (black) to run from 1 to 90,000 PRECEDED by letter M. REFLECTIVE; Printed reflective consecutive black numbers to be in white number box; BARCODE	90000	Each	_____	_____

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TECHNICAL SPECIFICATIONS

LOW DENSITY BAR CODE (3 OF 9)

Code 3 of 9 is an alphanumeric character set symbology.

The code will print five characters per inch. START and STOP symbols must be counted as characters when measuring.

Human readable characters are available with a minimum 1/8" in height.

The code is 2.4 to 1 ratio with narrow bars .012" wide and wide bars .029" in width. The bars have a 1/2" nominal height. The height of the bars can be made taller without affecting the length.

The vendor must provide a liner or mask to protect the bar core from unauthorized duplication, and must include the cost of the mask in the response to this bid. This mask must allow bar code to be scanned accurately.

Does your company have the ability to print bar codes on outside packaging (Piggyback)?

Yes

No

(circle one)

Missing and/or duplicate bar code numbers will not be accepted. Listing the missing and/or duplicate bar code numbers will not be accepted.

Does your company guarantee no missing and/or duplicate bar code numbers?

Yes

No

(circle one)

All work must be performed in-house with no portion sublet.

Does your company have the ability to print a consecutive bar code in-house?

Yes

No

(circle one)

BIDDER MUST SUPPLY WITH BID AT LEAST THREE (3) SAMPLE DECALS WITH BAR CODES FROM JOBS PREVIOUSLY PRODUCED.

FAILURE TO PROVIDE SAMPLES WITH THE BID MAY RESULT IN IMMEDIATE DISQUALIFICATION AND REJECTION OF BID.

TECHNICAL SPECIFICATIONS

REFLECTIVE STICKERS

Description:

Material is designated for use as reflective annual permits on smooth surface. The sheetings are precoated with pressure sensitive adhesive protected by a removable paper liner, which may be scored slit to facilitate removal.

The day and night color of the sheetings are similar and they will remain highly reflective when viewed at wide angles. * Entrance angle formed by a light beam striking a surface at some point and a line perpendicular to the surface at that same point.

The sheetings may be press printed with transparent and opaque colors to produce various color and design combinations.

The reflective material has a counterfeit-deterrent mark integral in the sheeting, making unauthorized reproduction extremely difficult. The marks remain visible during daylight, but disappear by reflected light at night.

Reflective Brilliance:

The table below states reflectivity values of reflective sheetings in terms of candlepower per foot candle per square foot (candelas per lux per square meter) of reflective material when measured according to reflective intensity testing procedures (paragraph 4.3.7 of Federal Specifications LS-300B). The sheetings will have a brilliance of 90% of these values when totally wet by rain.

OBSERVATION ANGLES **

	$.2^{\circ}$			$.5^{\circ}$		

Entrance Angles	-4°	20°	40°	-4°	20°	40°

* ENTRANCE ANGLE: The angle formed by a light beam striking a surface at some point and a line perpendicular to the surface at that same point.

** OBSERVATION ANGLE: The angle between the line formed by a light beam striking a reflective surface and the line formed by its reflected beam.

Effective Performance Life:

Reflective sheeting has been designed for the economical and convenient production of reflective stickers. Properly color printed, clear coated and applied, the stickers will perform well for an extended period.

Application:

Pressure sensitive adhesive is convenient and vandal resistant. Use finger pressure to apply to areas that are properly prepared, i.e., smooth, dry and clean. Selection and use are dependent on temperature conditions existing at the time of application.

The reflective sheeting shall be for use in areas where the normal application temperature is below 32° F and not less than -10° F.

Fabrication:

A. Color Processing

The stickers are to be numbered consecutively preceding with letter M, using consecutive numbering machines. Application instructions may be printed on the protective paper liner before color processing (and numbering of the face side of each sticker). **Letterpress and Offset printing can be used, using proven sun fast inks that are guaranteed to last at least one (1) year.**

Does your company guarantee sun fast inks will be used that will last for at least one (1) year?

Yes

No

(circle one)

B. Clear Coating

The emblem shall be clear coated after printing and numbering is completed. This clear coat to be recommended by processor to be compatible with the sheeting and shall remain clear while providing additional abrasion resistance.

C. Cutting

The individual stickers may be cut using a power guillotine or may be die cut. Finished books of 5 stickers per strip and 20 strips per book should be stapled at one end.

TECHNICAL SPECIFICATIONS

BOXING SPECIFICATIONS

The shipping cartons must be **double walled corrugated boxes** with the following specifications

Double Walled Corrugated Boxes – Must be 3-1/2" x 3-3/4"

BURST TEST: 275 LBS PER SQ INCH

MIN COMB WT FACINT: 110 LBS PER M SQ FT

GROSS WEIGHT LIMIT: 100 LBS

Does your company provide double walled corrugated boxes with the above specifications?

Yes

No

(circle one)

IF YOU ANSWERED YES ABOVE, PLEASE SUPPLY WITH BID ONE (1) OR MORE 3" X 3" SAMPLES OF YOUR SHIPPING CARTON.

FAILURE TO MEET THIS REQUIREMENT MAY RESULT IN IMMEDIATE DISQUALIFICATION AND REJECTION OF BID.

Shipping cartons must contain a label listing the quantity printed and the beginning and ending number of printed materials contained therein. Breaks in the continuous-feed stock should be a minimum, and any breaks should be plainly labeled on the outside of the box.

TECHNICAL SPECIFICATIONS

SECURITY TAPE

Cartons must be sealed with a security tape imprinted with the manufacturer's name.

Does your company provide a security tape printed with your company's name?

Yes

No

(circle one)

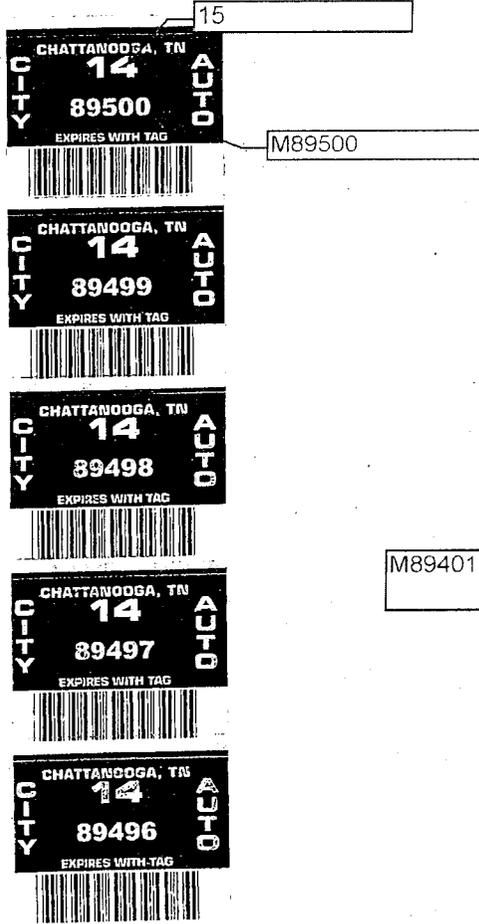
IF YOU ANSWERED YES ABOVE, YOU MUST INCLUDE ONE (1) OR MORE SAMPLE(S) OF YOUR CUSTOM PRINTED SECURITY TAPE WITH BID.

FAILURE TO MEET THIS REQUIREMENT MAY RESULT IN IMMEDIATE DISQUALIFICATION AND REJECTION OF BID.

The successful bidder must have an assigned account representative available to assist the City of Chattanooga in all phases in the production and delivery of the required items noted in this bid. This representative may be required to travel to the City offices at no additional expense for any meetings, transportation of proofs, sample tests and/or additional services which ads in direct relation to the printing of these items.

Please provide name of assigned representative: _____

Please provide contact number for the representative: _____



M89401 - M89500

89401 - 89500

EXAMPLE

Affirmative Action Plan

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. During the term of all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, the following non-discriminatory hiring practices shall be employed to provide employment opportunities for minorities and women:
 - a. All help wanted ads placed in newspapers or other publications shall contain the phrase "Equal Employment Opportunity Employer".
 - b. Seek and maintain contracts with minority groups and human relations organizations as available.
 - c. Encourage present employees to refer qualified minority group and female applicants for employment opportunities.
 - d. Use only recruitment sources which state in writing that they practice equal opportunity. Advise all recruitment sources that qualified minority group members and women will be sought for consideration for all positions when vacancies occur.

5. Minority statistics are subject to audit by City of Chattanooga staff or other governmental agency.
6. The Contractor agrees to notify the City of Chattanooga of any claim or investigation by State or Federal agencies as to discrimination.

(Signature of Contractor)

(Title and Name of Company)

(Date)