

PROPOSAL #P06-111(S)

**GENERAL PRINTING SERVICES FOR UNIVERSITY OF MEDICINE AND
DENTISTRY OF NEW JERSEY – STRATFORD/CAMDEN CAMPUSES**

ADDENDUM NO. 1

JUNE 30, 2006

The University of Medicine and Dentistry of New Jersey is seeking vendors to submit bids to PROVIDE GENERAL PRINTING SERVICES FOR UNIVERSITY OF MEDICINE AND DENTISTRY OF NEW JERSEY – STRATFORD/CAMDEN CAMPUSES, scheduled to open on July 13, 2006 at 2:00pm.

Answers to questions from the Non-Mandatory Pre-bid Conference on June 23, 2006.

1. Question: Is the contract predicated on providing graphic design services?

Answer: No. The University may ask the contractor to provide some graphic design services as long as the main project is printing. UMDNJ has a separate contract for graphic design.

2. Question: Questions: Page 11 Section 3.3 – Proofs – Can the approvals be done electronically?

Answer: It depends on the specific project requirements. If it is an invitation, 1 page/1 or 2 color project, it can be approved electronically. If it is a brochure or newsletter with multiple colors, then we would want to see a blue line or an actual copy.

3. Page 11 Section 3.4 – Overruns – what is the normal purchase of overruns on an average report?

Answer: The University has not paid for overruns in the past. Please refer to section 3.4 of the RFP.

4. Question: Page 24 Job#2 – What is S/G/V?

Answer: S= Spot, G=Gloss, V=Varnish.

5. **Question:** Page 29 Section 7.2 – Can we download this page to type into the document?

Answer: No. The RFP posted on our webpage is in a PDF format. However, you can attach your list of equipment to the RFP response. Please make sure that your attachment has the corresponding section number on it.

6. **Question:** Page 31 Section 7.2.3 – Am I to outline our plan to pick up, deliver and or communicate during the process of executing orders. Or are you looking for an anticipated production “critical path” during the execution of an order?

Answer: We are looking for an outline of your plan to pick up, deliver and communicate during the process of executing orders.

Revised Sample Jobs

7. **Page 23 & 24 Section 5.73**

Job #1: CME Program brochure

Quantity: 3500

Flat Size: 14.5” x 8.25”

Finished Size: Folded size 5 3/8” x 8 1/4”

Stock: 7pt. Williamsburg Offset

**Ink (s): Black and PMS 200 Two-sided,
Bleeds**

Finishing: Two folds, Wafer-seal

Proofs: PDF

Delivery Requirement: Deliver half to mailhouse and the remaining half to department within 14 days of receipt of disk

Shipping: F.O.B. Destination

Job #2: Orthopedic Brochure

Quantity: 22,000

Flat Size: 10” x 10 1/2”

Finished Size: 5” x 10 1/2”

Stock: 100# Matte Coated Text

**Ink(s): 4/4 Process + S/G/V
Bleeds, Solids, Tints**

Finishing: Score and Fold

Proofs: Digital Color proofs

Disk supplied by client

Delivery: to department within 14 days of receipt of disk

Shipping: F.O.B. Destination

Answers to written questions:

- 8. Question: Page 11, Item 3.6 Method of Engagement: The second sentence makes reference to a prescribed region: “If it is determined..., the requesting UMDNJ department will obtain quotes from the three Contractors within their region...” What is meant by region? Are there any geographic constraints to participation in the RFP or award of the contract?**

Answer: – Replace the paragraph with: “UMDNJ using departments must submit requests for printing to the University Print Shop for review prior to requesting quotes from the outside Contractors. If it is determined that the University Print Shop can not accommodate a specific request, the requesting UMDNJ department will obtain quotes from three Contractors, which will be listed on our Web page (www.umdnj.edu/purchweb). Contractors will be provided with specific project detail in order to submit a quotation.

- 9. Question: Page 23, Items 5.7.2: This section requests a “listing of all labor categories that may be used to perform additional work and/or special projects...” What additional work or special projects might arise to require special labor?**

Answer: Anything your company may do outside of the scope of work of this RFP, relating to the specified project.

- 10. Question: Pages 23 & 24, Item 5.7.3. The two items to be quoted in the cost proposal are noted as brochures.**
- a. The number of pages in the brochures is not noted. Please provide the number of inside pages and clarification as to whether or not they are self-cover brochures. If not, what is the stock for the cover?**
 - b. What is the location of the mailhouse for consideration of delivery costs for Job #1? Should I assume that it is in close proximity to the Stratford or Camden campuses?**
 - c. Please confirm the folded size for Job #1.**

Answer: Please refer to #7 for revised sample jobs. The mailhouse is in close proximity to the Stratford/Camden campuses.

- 11. Question: What is the flat size of Job #1?**

Answer: Please refer to #7 for revised sample jobs.

- 12. Question: Sample Job #1 - Under inks it states Black and PMS200 Two-sided. Does that mean both sides have color ink? Or is one side black ink only?**

Answer: Both sides have color ink.

13. Question: Job #2 Page Number 24, Is that Brochure two-sided and if so are both sides color or is one side black ink only?

Answer: Yes, it is two-side with full color.

BIDDERS MUST RETURN THE ENTIRE COMPLETED PROPOSAL RESPONSE INCLUDING ALL FORMS COMPLETED AND NO QUALIFYING STATEMENTS OR EXCEPTIONS WILL BE ACCEPTED.

Please contact Yvonne Miranda at (732) 235-9089 or Denise Council at (732) 235-9060 with any questions.

ALL OTHER TERMS AND CONDITIONS OF THE ORIGINAL SPECIFICATIONS REMAINS UNCHANGED.

END OF ADDENDUM