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|  WINTHROP UNIVERSITY REQUEST FOR QUOTATION Amendment # 1 | Solicitation Type Solicitation Number Date Amendment Issued: Procurement Officer Phone E-Mail Address | Request for Quotation 09-R900248LC August 21, 2008 Linda Campfield 803.323.2143 campfieldL@winthrop.edu |
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DESCRIPTION: Printed Winthrop Magazine - Fall 2008 (one issue)

The Term "Offer" Means Your "Quotation"

SUBMIT OFFER BY: (Opening Date/Time) - **September 4, 2008 3:00 pm**

NUMBER OF COPIES TO BE SUBMITTED: **1**

Offer may be faxed to: 803.323.2480 – return all pages with offer. If offer is faxed, it is the offeror’s responsibility to ensure that fax is received no later than 3:00 pm on September 4, 2008. A confirmation email will be sent if requested.

QUESTIONS MUST BE RECEIVED BY: **N/A**

If Offers are submitted via express or US mail, Solicitation Number & Opening date should appear on package exterior

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| MAILING ADDRESS: | PHYSICAL ADDRESS: |
| Winthrop University Procurement Services 307 Tillman Hall Rock Hill, SC 29733 | Winthrop University Procurement Services 307 Tillman Hall Rock Hill, SC 29733 |

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| Conference Type: N/A Date & Time | Location: |
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| AMENDMENTS | This solicitation and any amendments will be posted at the following web address: http://www.winthrop.edu/procurement/bids.htm |
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.

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| NAME OF OFFEROR <small>(Full legal name of business submitting the offer)</small> | OFFEROR'S TYPE OF ENTITY: <small>(Check one)</small> |
| AUTHORIZED SIGNATURE <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small> | <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity <small>(not tax-exempt)</small> <input type="checkbox"/> Government entity <small>(federal, state, or local)</small> <input type="checkbox"/> Other |
| TITLE <small>(Business title of person signing above)</small> | |
| PRINTED NAME <small>(Printed name of person signing above)</small> | DATE |

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, *i.e.*, a separate corporation, partnership, sole proprietorship, etc.

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| STATE OF INCORPORATION | <small>(If offeror is a corporation, identify the state of Incorporation.)</small> |
| TAXPAYER IDENTIFICATION NO. | STATE VENDOR NO. (if applicable) <small>(Register to obtain S.C. Vendor No. at www.procurement.sc.gov)</small> |

PAGE TWO

(Return Page Two with Your Offer)

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|---|---|--------|-----------|-----------|
| HOME OFFICE ADDRESS: (Address for offeror's home office /principal place of business) | NOTICE ADDRESS: (Address to which all procurement and contract related notices should be sent.) | | | |
| | Area Code | Number | Extension | Facsimile |
| | E-mail Address: | | | |

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| PAYMENT ADDRESS (Address to which payment will be sent) | ORDER ADDRESS (Address to which purchase orders will be sent) |
| Payment address same as Home Office Address _____ Payment address same as Notice Address (check only one) _____ | Order Address same as Home Office Address _____ Order Address same as Notice Address (check only one) _____ |

| ACKNOWLEDGEMENT OF AMENDMENTS | Amendment No. | Amendment Issue Date | Amendment No. | Amendment Issue Date | Amendment No. | Amendment Issue Date | Amendment No. | Amendment Issue Date |
|--|---------------|----------------------|---------------|----------------------|---------------|----------------------|---------------|----------------------|
| Offerors acknowledges receipt of amendment by indicating amendment number and its date of issue. | | | | | | | | |
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| DISCOUNT FOR PROMPT PAYMENT | 10 Calendar Days (%) | 20 Calendar Days (%) | 30 Calendar Days (%) | _____ Calendar Days(%) |
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| <p>PREFERENCE - SC RESIDENT VENDOR PREFERENCE (June 2006): Section 11-35-1524 provides a preference for offerors that quality as a resident vendor. A resident vendor is an offeror that (a) is authorized to transact business within South Carolina, (b) maintains an office * in South Carolina, (c) either (1) maintains a minimum \$10,000.00 representative inventory at all time of the solicitation, or (2) is a manufacturer which is headquartered and has at least a ten million dollar payroll in South Carolina, and the product is make or processed from raw materials into a finished end-product by such manufacturer or an affiliate (as defined in section 1563 of the Internal Revenue Code) of such manufacturer and (d) has paid all assessed taxes. If applicable, preference will be applied as required by law</p> | <p>OFFERORS REQUESTING THIS PREFERENCE MUST INITIAL HERE. _____</p> |
| | <p>*ADDRESS AND PHONE OF IN-STATE OFFICE</p> |
| | <p>_____ In- State Office Address same as Home Office address _____ In -State Office address same as Notice Address (CHECK ON LY ONE)</p> |

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| <p>PREFERENCE - SC/US END-PRODUCT (June 2005) Section 11-35-1524 provides a preference to vendors offering South Carolina end-products or US end-products, if those products are made, manufactured , or grown in SC or the US, respectively. And end-product is the item identified for acquisition in this solicitation, including all component parts in final form and ready for the use intended. The terms "made", "manufactured", and "grown" are defined by Section 11-35-1524 (B). By signing your offer and checking the appropriate space(s) provided and identified on the bid schedule, offeror certifies that the end-product (s) is either made, manufactured or grown in South Carolina, or other states of the United States, as applicable. Preference will be applied as required by law.</p> | <p>IF THIS PREFERENCE APPLIES TO THIS PROCUREMENT THE BIDDING SCHEDULE/COST PROPOSAL WILL INCLUDE A PLACE TO CLAIM THE PREFERENCE. OFFERORS REQUESTING THIS PREFERENCE MUST CHECK THE APPROPRIATE SPACE ON THE BIDDING SCHEDULE.</p> |
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This solicitation has been amended as follows:

1. The paper originally specified has been changed:

From: Sappi, LOE

To: Appleton, Utopia Two Gloss

2. Under INK – Text – Other, referred to “See Note 5” has been corrected to “See Note 6.”

New printing specification sheets are included in this amendment on the following three pages.

Fall 2008 Winthrop Magazine printing specification notes

1. Due to the complexity and time-sensitivity of this print job, in order to participate in this solicitation, the University requires that all potential offerors have their printing operation located within a 175 mile radius of the University.
2. Price will include one set of color proofs, based on the accuracy of the vendor's color proofing system, the agency may use their discretion in making corrections to images and color areas. These are NOT to be considered billable alterations before creation of printing plates. Importing new image files and minor type revisions are NOT to be considered billable alterations before plates. All proofs will include one set of matchprints to be produced at time of blueline proof, unless instructed by the University. All pre-press alterations must be approved by the agency unless clearly requested by the agency in proofing. ALL APPROVED ALTERATIONS must be documented and reflected in final billing.
3. Immediately upon notification, printer will meet with agency to review project and pick up digital files, comps and related materials, At that time, printer will advise agency of any factors pertaining to the condition and preparation of digital files and related materials that would alter the 10-working day production schedule, If these problems exist, printer will allow sufficient time for agency to amend materials as specified.
4. Line-screen (includes graduated, flat, halftone and separations) will be 150 lines per inch. Image resolution will be 2400 dots per inch. A coarser line-screen or resolution will not be acceptable. Line-screens cannot be out of register more than a dot's width or the booklets will not be accepted.
5. Will not accept any substitutions of paper.
6. Flood gloss varnish or flood aqueous coating will be acceptable finishes. No varnish or aqueous coating on mailing panel (3 inches tall by 5.5 inches wide) on outside back cover. State intended finish _____
7. All overnight delivery charges for agency materials sent to vendor and returning of vendor proofs will be paid by vendor.
8. There will be no underruns of magazine. We must receive the quantity ordered and all magazines must be of the best quality or they will not be accepted.
9. The shipping boxes will have; marked on the outside, clearly legible; the name and quantity contained within. The weight of packed boxes will not exceed 35 pounds.
10. Two-hundred magazines will be delivered to University Relations, 200 Tillman via Winthrop University Operations Center, 520 Cherry Road, Rock Hill, SC 29733. Balance of magazines to be delivered to Creative Marketing Solutions. The magazines will be shipped in bulk packed on skids. Marked on the outside shipping boxes, clearly legible; the name and quantity contained within.
11. Finished size of magazine can either be 8.375 inches wide by 10.875 inches tall if printed on web press or 8.5 inches wide by 11 inches tall if printed on sheet-fed printing press. State intended size _____
12. If the agency representative determines that a press proof is required, offeror must reimburse the agency for all travel to and from the offeror's location. Travel reimbursement not to exceed the state's standard travel mileage and per diem for meals. If hotel accommodations are necessary, agency will utilize a moderately priced hotel. Offeror will reimburse agency for any necessary hotel accommodations.

STATE OF S.C. PRINTING SPECIFICATION SHEET

The S.C. Government Printing Services Manual (1-1-98) shall be made a part of all Printing Procurements by reference.

MARK THE BOXES AND FILL IN THE BLANKS THAT ARE APPLICABLE. SEE ATTACHED SPECIFICATIONS.

VENDOR _____ AUTHORIZED SIGNATURE _____

DESCRIPTION Fall 2008 Winthrop Magazines AGENCY Winthrop University

AGENCY CONTACT Allen F. Blackmon PHONE NUMBER 803/323-2236

QUANTITY (per issue) 45,000 ISSUES (per year) 1 FLAT SIZE see note #11 FOLDED SIZE see note #11

PAGES 24 PLUS COVER SELF COVER OTHER _____

STOCK Text Appleton, Utopia Two Gloss, 80 lb text Other _____

Cover _____ Other _____

INK Text - 1 Color _____ 2 Color _____ 3 Color _____ 4 Color Process

5 Color _____ 6 Color _____ Other: see note #6 Bleeds (No. full)

Covers 1 & 4 - 1 Color _____ 2 Color _____ 3 Color _____ 4 Color Process

(Front & Back) 5 Color _____ 6 Color _____ Other: _____ Bleeds (No.)

Covers 2 & 3 - 1 Color _____ 2 Color _____ 3 Color _____ 4 Color Process

(Inside Front/Inside Back) 5 Color _____ 6 Color _____ Other: _____ Bleeds (No.)

MECHANICAL Composition and Layout provided by - Printer Agency Camera Ready Negatives Furnished Other _____

MEDIA Electronic Transmission Modem E-mail Other _____

Media Format IBM Comp. Macintosh Other _____ File Copied to Media File Printed to Media

Media Type 3.5" Floppy 44/88/200/270 Syquest EZ 135 Syquest 3.5 " Magneto Optical

5.25" Magneto Optical 5.25" Compact Disk Iomega ZIP Iomega Jazz Other 4.7 gb DVD

Layout Program Quark Express (Vers. #) PageMaker (Vers. #) Other InDesign 5.0.3

Graphics Program Illustrator (Vers. # 13.0.2) Freehand (Vers. # 10.3.9) PhotoShop (Vers. # 10.0.1) Other _____

Typefaces provided by Vendor Agency Typeface Brand True Type and Open Fonts used Fairfield and Gill Sans

Color Separating by Vendor Agency Color Trapping by Vendor Agency

PRINTER PostScript PCL Other _____

Imaging Resolution Required 600 dpi 1200 dpi 2400 dpi Other _____

B&W SCANS _____ Line Screen Required _____ Scan Resolution Required _____

Size _____ (No. _____) Size _____ (No. _____)

FOUR COLOR SCANS provided Line Screen Required 150 Scan Resolution Required 300

SEPARATIONS Provided by: Printer Agency Min. Size (No. _____) Half Page (No. _____) Full Page (No. _____)

Agency will provide: Transparency Print Art Other _____

Type of Proof Match Print Dye Sublimation Other _____

PROOFS Laser (Sets _____) Page (Sets _____) Blueline (Sets 1) Other (Sets _____)

FOLDING Yes No Type single SPECIAL APPLICATIONS Die Cut Scoring Perforations (No. _____)

BINDING Saddle Stitch Perfect Bind Side Staple 3 Hole Drill Collated

Plastic Bind (Color _____) Wire Bind Other: _____

PACKAGING Boxed see note #9 per box Wrapped _____ per pkg. Shrink Wrapped _____ per pkg.

COPY READY DATE September 8, 2008 DELIVERY DATE REQUIRED September 23, 2008

Inside Delivery Creative Marketing Solutions, 13451 South Point Blvd., Charlotte, NC 28273. See note #10

ALL COPY, PROOFS, ETC. MUST BE PICKED UP AND DELIVERED IN PERSON BY CONTRACTOR REPRESENTATIVE WHO IS KNOWLEDGEABLE AND CAPABLE OF DISCUSSING THE CONTRACT.

COST SCHEDULE

Printing Specifications

Total Cost For Job/Issue \$ _____

Delivery Date _____

Vendor _____ Authorized Signature _____

Optional costs will be used to adjust the cost for changes to specifications. All items marked must be filled out or bid may be rejected for being non-responsive.

Cost per 500 _____ for additional quantities at pressrun \$ _____

Cost per 500 _____ for less quantities at pressrun \$ _____

Cost per reprint in lots of 45,000 _____ within one year of award \$ _____

Cost per signature to: Add 2 page signature \$ _____

Delete 2 page signature \$ _____

Cost per signature to: Add 4 page signature \$ _____

Delete 4 page signature \$ _____

Cost per signature to: Add 8 page signature \$ _____

Delete 8 page signature \$ _____

Cost per signature to: Add 16 page signature \$ _____

Delete 16 page signature \$ _____

Cost per page for negative and re-stripping \$ _____

Cost for customer alteration Laser Proof \$ _____ Page/Blueline (per line) \$ _____

Cost per B&W Scan Minimum \$ _____ Half-page \$ _____ Full-page \$ _____

Cost per duotone Minimum \$ _____ Half-page \$ _____ Full-page \$ _____

Cost per color separation Minimum \$ _____ Half-page \$ _____ Full-page \$ _____

Additional Information

Refer all questions to Linda Campfield in Purchasing, telephone number is 803/323-2143.