

OTDA Printing IFB

Issue Date: **10/5/2012**

Description:

The New York State Office of Temporary and Disability Assistance (OTDA) intends to award one or more contracts for the printing of various forms, envelopes and outreach materials. The OTDA Printing IFB includes 6 lots, for the procurement of pinfeed and carbonless snapout forms, dry snap booklets, window and non-window white and kraft envelopes, plus a variety of pamphlets, brochures, palm cards, posters and saddle-stitched booklets. The OTDA encourages minority and woman owned business (MWBE) participation. This procurement is subject to NYS Executive Law Article 15-A and the implementing regulations and MWBE participation goals have been established at 10% each for MBE and WBE participation, for a total MWBE participation rate of 20%. This procurement does not allow subcontracting, however, contractors may utilize a number of NYS Certified MWBE's in support of their overall operations to satisfy the OTDA's established goals. The OTDA Printing IFB is available on-line at <http://otda.ny.gov/contracts/procurement-bid.asp> or by e-mailing Constance.Blais@otda.ny.gov.

Eligibility/Qualifications

Requirements/Preferences

With the possible exception of the outreach materials lot, if offered by a preferred source, bids will be considered only from bona fide printing companies possessing printing equipment capable of producing the printing requirements described in the OTDA Printing IFB.

Minority Sub-Contracting Goal: 10%

Women Owned Sub-Contracting Goal: 10%

Due Date: 10/31/2012

Contract Term: Three years with two possible one-year extensions unless a NYS centralized contract or preferred source contract becomes available.

Location: Majority of deliveries will be in Albany, with occasional deliveries made to OYDA locations in Buffalo, Endicott and NYC.

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