

## OTDA Printing IFB - Bidders Notices (revised 11/02/2012)

- 1) Bidder's inquiries regarding current contract pricing can be obtained by e-mailing requests for specific information to the New York State Office of Temporary and Disability Assistance's Public Information Office at [nyspio@dfa.state.ny.us](mailto:nyspio@dfa.state.ny.us).
  
- 2) The Office of Temporary and Disability Assistance is providing the information below to assist bidders in determining the percentage of recycled content for Lot 5:

Envelopes, Items 1 through 10, in addition to the terms and conditions of Section 2.5 of the IFB. Bids for envelopes with recycled content that is lower than the minimum requirements listed below, will not be considered for award.

### RECYCLED CONTENT:

In accordance with Executive Order No. 4, Establishing A State Green Procurement And Agency Sustainability Program, the Office of Temporary and Disability Assistance would prefer to award to a bidder who can furnish all stocks required containing 100% post-consumer fiber as defined by the Environmental Protection Agency (EPA). For the purposes of awarding a contract, below are the minimum recycled content requirements for post-consumer fiber as defined by the Environmental Protection Agency (EPA) that are acceptable:

- a. 30% for white wove envelope paper
- b. 10% for colored wove envelope paper
- c. 20% Kraft

3) The OTDA has made the following updates to the Timetable outlined in Section 1.5 of the OTDA Printing IFB.

**1.5 Timetable**

- 1.5.1.1 Release of IFB.....October 4, 2012
- 1.5.1.2 Questions Due from Vendors.....October 16, 2012 (by 4:00 p.m.)
- 1.5.1.3 OTDA responses to Questions.....October 19, 2012
- 1.5.1.4 **Bid Due Date.....November 2, 2012 (by 4:00 p.m.)**
- 1.5.1.5 **Bid Opening.....November 6, 2012 (11:00 a.m.)**
- 1.5.1.6 Contractor Selection(s).....November 12, 2012
- 1.5.1.7 Contract Award(s).....December 31, 2012

4) 4) The OTDA has made the following updates to the Timetable outlined in Section 1.5 of the OTDA Printing IFB.

**2.5 Timetable**

- 2.5.1.1 Release of IFB.....October 4, 2012
- 2.5.1.2 Questions Due from Vendors.....October 16, 2012 (by 4:00 p.m.)
- 2.5.1.3 OTDA responses to Questions.....October 19, 2012
- 2.5.1.4 **Bid Due Date.....November 6, 2012 (by 11:00 a.m.)**
- 2.5.1.5 Bid Opening.....November 6, 2012 (11:00 a.m.)
- 2.5.1.6 Contractor Selection(s).....November 12, 2012
- 2.5.1.7 Contract Award(s).....December 31, 2012