



FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
COMMISSIONER ADAM H. PUTNAM

July 1, 2015

ADDENDUM 1

TO: Vendors
FROM: Vianka Colin, Purchasing Director
RE: ***INVITATION TO BID NUMBER ITB/FNW-15/16-08***
PRINTING OF STICKER ROLLS

This addendum is to provide all potential bidders with answers to questions to Invitation to Bid Number ITB/FNW-15/16-08. **Deletions are struck through, and additions are highlighted.**

- 1. I would like to submit physical proofs of the stickers in the bid package. Are you able to send me the art files associated with the bid?**

Physical proofs are not required with the bid response. Please submit bid based on the technical specifications and information provided in the bid advertisement.

- 2. Will the labels have varnish or lamination on them?**

No.

- 3. Would you like to have the total shipping price included in the bidding price?**

See page 13, Bid Price Sheet paragraph.

- 4. Also, would it be possible to get some samples of what you are currently using mailed out to me using our FedEx account number?**

Samples are not available to send to all bidders.

- 5. Do you have a preference on how to place 500 on a roll?**

There is not a preference; however, we have received rolls of one (1) sticker per line in the past.

- 6. Your specs do not mention whether or not all materials used in manufacturing must meet the Child Product Safety Commission Requirements. Is this a requirement?**

No.

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- 7. Your specs do not mention whether or not the adhesive must be removable or permanent. What is the adhesive requirement?**

The stickers will be used by children and should be removable.

- 8. Will the labels be ordered all at once or will there be multiple purchase orders within the year? If multiple, would you know approximately how many per purchase order?**

For the purpose of this ITB, all stickers will be ordered all at once. However, the Department reserves the right to purchase additional quantities of items at a later date. See "ADDITIONAL QUANTITIES" section of the bid.

- 9. Clarification on delivery requirements: Page 4; Item 11 Transportation & Delivery states 30 days after customer places an order? Page 10 states delivery could be made within 10 days?**

Delivery may begin within 10 days of receipt of purchase order.

- 10. In the bid, you state 60 # semi-gloss material, but there is no information on adhesive. What will labels adhere to (clothing, skin, paper lunch bags, paper; indoor use)?**

Clothing.

- 11. Finishing UV varnish or clear Laminate?**

Not required.

- 12. Bid price is to be held for 12 months no matter what quantity is/could be ordered after original bid? Yes Is this for single orders too?**

Yes. See "ADDITIONAL QUANTITIES" section of the bid.

- 13. We are only to submit the one pricing for the 12,798 rolls of labels?**

Yes.

- 14. What if one or two locations want to order more labels during the year or next year?**

See "ADDITIONAL QUANTITIES" section of the bid.

- 15. Stickers to be used by the Division of Food, Nutrition, Wellness. I am assuming this Division does not have any restrictions for the labels/stickers?**

See "TECHNICAL SPECIFICATIONS" section of the bid for the printing of stickers specifications, to be used by the Division of Food, Nutrition and Wellness.

- 16. "19 Public Records" has a line through the number & words with the ** stating below Does not apply to this agency. Please refer to special conditions in the bid document. Where are the special conditions located?**

SPECIAL CONDITIONS start on page 10 of the bid.

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- 17. What are the stickers being applied to (clothes, hands, skin, paper lunch bags, paper, backpacks)?**

See question/answer number 10 above.

- 18. Are they hand or machine applied?**

Hand applied.

- 19. If machine applied what size core do you need and what rewind direction?**

3 1/2" core. Rewind direction doesn't matter.

- 20. What type of adhesive do you need on these stickers? Is it permanent or removable adhesive?**

The stickers will be used by children and should be removable.

- 21. What product or surface are these stickers being applied to (clothes, hands, skin, paper lunch bags, paper, backpacks)? Under what type of conditions are these stickers being used?**

See question/answer number 10 above.

- 22. What size core do you need for the roll?**

3 1/2" core will be acceptable, however, specific core size is not required.

- 23. Is the carrier for the stickers perforated between each sticker?**

No, not required.

- 24. So, I am asking that the bid request be changed to reflect an acceptance of the 54# label stock so that my bid is acceptable, and that I and so I do not intentionally misquote.**

54# or 60# will be acceptable.

- 25. I do have a question/concern about the provision regarding reordering at the bid price? Would we really be obligated to fill any order for any quantity at the overall bid price?**

See question/answer number 12 above. Please price based on the information provided in the ITB specifications.

- 26. I would be curious to see if this job has been done before (or similar) and if so, how could I find out the details of previous order(s)?**

An ITB has never been done in previous years for the items listed in this solicitation. Individual orders have been placed with multiple vendors for various stickers; therefore previous orders are not available for these items specifically.

To the extent this addendum gives rise to a protest, failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. All other terms, conditions and specifications of this Invitation to Bid will remain the same. If you have any questions regarding this addendum, please feel free to contact this office at (850) 617-7181.