

**IOWA LOTTERY
RFB BID #17-03
March 30, 2017**

1.1 GENERAL INFORMATION

The Iowa Lottery (Lottery) is seeking bids for quantities of five hundred (500), One Thousand (1,000) and Fifteen Hundred (1,500) custom designed backlit/ edgelit signs to display at lottery sales locations throughout the State of Iowa.

1.2 SUBMISSION OF BIDS

Bids which meet the requirements must be received at the Iowa Lottery, 13001 University Avenue, Clive, Iowa 50325-8225 on or before 3:00 p.m. Central Time, Tuesday, April 11, 2017. Bids may be mailed, hand delivered, faxed to 515/281-3182, or emailed to tdbrown@ialottery.com, no telephone bids will be accepted. Lottery reserves the right to waive minor deficiencies in a proposal. The decision as to whether a deficiency will be waived or will require the rejection of a bid will be solely within the discretion of the Lottery. Each vendor is specifically notified that failure to comply with or respond to any part of the bid requiring a response may result in rejection of the bid as non-responsive.

1.3 INQUIRIES

You may contact Terry Brown at 515/281-7877 with any questions regarding the bid.

1.4 STANDARD APPLICABLE TO THE CONTRACT AWARD

The Lottery will select the Vendor providing the product that is best suited for the Lottery's intended purpose and not necessarily the lowest price.

1.5 DISCRETIONARY REJECTION OF PROPOSALS

The Lottery reserves the right to reject any and all bids in response to this solicitation. Poor performance or failure to comply with the terms of the awarded contract may lead to the disqualification of a vendor on future bids solicited by the Lottery.

1.6 SCOPE OF SERVICES

GENERAL INFORMATION

- ◆ A total of 500, 1,000 or 1,500 signs will be ordered. The Lottery may elect to order additional signs within one year after the initial order has been received. During the following one-year period, the Vendor shall honor the original bid price for the additional signs. The awarded Vendor shall agree to produce additional signs in groups of one hundred or more (100+) during this one-year period.
- ◆ Minimum of 500, 1,000 or 1,500 signs must be shipped with up to 5% overruns allowed.
- ◆ The Vendor awarded the bid shall agree to warranty the product, including all component parts, against improper manufacturing design or defects such as fading, mercury migration, defective power supplies, etc. on the product for two (2) full years from date of delivery. The Vendor agrees to replace any defective signs as a result of the manufacturing process, at no cost to the Lottery during this time period. Replacement costs will also include necessary shipping expenses.
- ◆ The awarded vendor must submit a pre-production sample to the Lottery for approval prior to full production. If product is not to the liking of Iowa Lottery or to the specifications, Iowa Lottery will proceed to the next bidder in line and will not compensate for any pre-production samples.
- ◆ The Vendor's quote must include all tooling, forming, film, set-up, etc. required for production.
- ◆ Photographs of the sign as described are included with this bid.
- ◆ Payment terms will be in accordance with Iowa Code Section 421.40 and 701 IAC 201.1(2), however, the Lottery normally pays within 30 days of receipt of itemized invoice. All freight charges to be FOB factory, prepaid and then added to invoice.

PACKAGING AND SHIPPING

- ◆ All signs must be individually boxed, placed on pallets of no more than 50 per pallet, shrink wrapped, then shipped to the Lottery Warehouse located in Ankeny, Iowa (50021). The Vendor's bid response must include estimated shipping costs from plant.
- ◆ The Vendor must describe their proposed packaging methods to avoid breakage during shipment. Describe your expected breakage rate based upon packaging methods.

SIGN DESCRIPTION

- ◆ The sign must be capable of sitting on a flat surface or being hung from a ceiling. The sign must have a hole in the bracket or a hanging ring for ease of installation. Chain material, will be required for hanging purposes.
- ◆ The sign must have a solid-state power supply with a two-year warranty period. If a power supply is not available with a two-year warranty, the awarded Vendor must warranty any claims made during the two-year period.
- ◆ Overall weight of the signs must not exceed approximately 34 oz.
- ◆ The overall size of the sign frame is to be 20" wide by 10" high by 4" to 6" deep. The actual backlit/ edgelit portion is 20" wide by 10" high.
- ◆ The power supply must utilize a standard 120-volt plug, UL approved.
- ◆ The power supply must be a solid-state design.
- ◆ The electrical power cord must be no less than 6 feet in length.
- ◆ The on/off switch to be on back of the sign.
- ◆ The backlit/ edgelit support and hanging frame is to be part of the back enclose frame of the sign in black plastic.
- ◆ Three Colors – PMS 294, PMS 2925, PMS 129 and Opaque White for background will be the colors of the neon sign.
- ◆ Entire sign to be illuminated, with outer ring in static/ flashing mode.
- ◆ Star and "IA LOTTERY" are to be pop-thru, raised, and halo effect around wording.
- ◆ All inks used in the printing of the plastic circle graphics must be UV inks to protect against fading.
- ◆ "PLAY HERE" is printed.
- ◆ Backlit for brighter visual effect.

1.7 VENDOR RESPONSE

All Vendors submitting a bid must provide the following information as part of their bid response:

- 1.7A** All Vendors submitting a bid must provide a general description of the sign materials to be used in production. Vendors must also indicate the illumination rate or brightness of the proposed backlit/ edgelit materials.
- 1.7B** Vendors must indicate the amount of time required for a pre-production sample to be completed.
- 1.7C** Vendors must indicate the amount of time required to produce 500, 1,000 and 1,500 signs after approval of the pre-production sample.
- 1.7D** Vendors must describe their proposed packaging methods or materials to avoid breakage and indicate the expected breakage rate.
- 1.7E** Vendors must provide two (2) references for which the Vendor has previously manufactured at least 20 neon signs of the same design.

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BID PROPOSAL #17-03**

NOTICE TO VENDORS: All bids will be received at the Iowa Lottery until 3:00 p.m., Tuesday, April 11, 2017. Any deviation from the specifications must be identified. Vendors must submit this cost proposal sheet and responses to Section 1.7. All costs associated with bidding are the responsibility of the vendor.

By submitting this bid, the Vendor agrees to provide 500, 1,000 or 1,500 backlit/ edgelit signs as described in this bid and warranty the signs for a period of two years.

Unit price per sign \$ _____

Total estimated shipping costs to Ankeny IA (50021) \$ _____

By signing the bid document, the Vendor is certifying that:

- 1) The person signing has the authority to bind the Vendor indicated below to the specific terms and conditions of the bid document.
- 2) In making this proposal that the Vendor has not consulted with others for the purpose of restricting competition.
- 3) Vendor certifies compliance with all terms, conditions and specifications of the bid except as expressly stated below.

Business Name: _____

Address: _____

Authorized Signature: _____

Printed Name: _____

E-mail address: _____

Telephone: _____

Fax: _____

Date: _____