

**BID/RFP RECEIPT**

Receipt of Bid/RFP Proposal No. 50-129332

From: Abusmart

Company's Name

Person Received Bid: Anthony Terry

Number of Envelopes/Boxes Received: 1

Jefferson Parish Purchasing Department  
1221 Elmwood Park Blvd.

Suite 404 – Yenni Bldg.  
Jefferson, LA 70121

Rec'd: 1/24/2020  
At: 11:00am  
Smart Battery

2020 JAN 21 PM 1:39

# DocuMart®

THE PRINTING COMPANY

5624 Citrus Boulevard • New Orleans, LA 70123  
(504) 733-7377 • FAX (504) 733-9072  
harahan@documart.com

Delivery  
Ticket

Deliver To

JEFFERSON PARISH PURCH. DEPT.

Attn

MARK BUTTNER

Phone

YENNI BUILDING SUITE 4404

Quantity	Description
1	Envelope Bio # 50-129332

Date

1/21/20

Time

1:40 pm

Print Name (Required)

SIDNEY DUFFY

Received By - Signature

*Sidney Duffy*

WHITE - DocuMart

YELLOW - Customer

PINK - File

PARISH  
CHASING D  
INC SUITE  
TERRY

THE PRINTING COMPANY

# DocuMart®

5624 Citrus Boulevard  
Harahan, LA 70123

JEFFERSON PARISH  
EAST BAYL PUCHASING DEPT.  
YENNI BUILDING SUITE 404  
ATT: MARK BUTTNEY

BID # 50-129332



**BID 50-129332**

**TWO (2) YEAR CONTRACT FOR POLL LIST PRINTING FOR  
THE JEFFERSON PARISH REGISTRAR OF VOTERS  
ON AN AS NEEDED BASIS**

**January 24, 2020 @ 11:00 A.M.**

**ATTENTION VENDORS!!!**

**Please review all pages and respond accordingly, complying with all provisions in the technical specifications and Jefferson Parish Instructions for Bidders and General Terms and Conditions. All bids must be received in the Purchasing Department by the bid due date and time.**

**Jefferson Parish Purchasing Department  
200 Derbigny Street, Suite 4400  
Gretna, LA 70053**

**Please Email Any Questions To:  
Mark BATTERY  
MBATTERY@JEFFPARISH.NET  
504-364-2810**



DATE: 1/15/2020

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 1

BID NO.: 50-00129332

**JEFFERSON PARISH**

PURCHASING DEPARTMENT  
P.O. BOX 9  
GRETN, LA. 70054-0009  
504-364-2678

VENDOR:

BUYER: MBUTTERY@jeffparish.net

Bids will be received until 11:00 AM, 1/24/2020 via online at [www.jeffparishbids.net](http://www.jeffparishbids.net) or by hand delivery, USPS mail or other courier service to Purchasing Department, 200 Derbigny Street (General Government Building), Suite 4400, Gretna, LA 70053. For convenience, bidders may also submit bids in the East Bank Purchasing Department, Suite 404, Jefferson Parish Joseph S. Yenni Building, 1221 Elmwood Park Blvd., Jefferson LA 70123. However, if submitting bids on the day of bid opening, bidders must submit at the West Bank location only.

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law, as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 113646 and/or Resolution No. 113647. A copy of these resolutions may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at [purchasing.jeffparish.net](http://purchasing.jeffparish.net) and clicking on On-line forms.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from <http://purchasing.jeffparish.net> and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Further, a current W-9 form and respective Tax Identification number must be supplied upon contract execution, should you be awarded a contract and/or issued purchase order. Failure to do so may result in delay of payment.

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Delivered, anywhere within the Parish as designated by the Purchasing Department. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications. JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit prices shall prevail.

JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

JEFFERSON PARISH reserves the right to cancel all or any part of an order if not shipped promptly. No charges will be allowed for parking or cartage unless specified in the quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum.

All formal Addenda require written acknowledgment on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected; JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A117.1-1961).

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

## INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

**IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS**

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are encouraged to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at [www.jeffparishbids.net](http://www.jeffparishbids.net) to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at <http://purchasing.jeffparish.net>.

**ADDITIONAL REQUIREMENTS FOR THIS BID**

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

12,13

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.
2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.
3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.
4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid envelope. Failure to comply will cause the bid to be rejected. Additionally if submitting the bid electronically, then the license number must be entered in the appropriate field in the Electronic Procurement system. Failure to comply will cause the bid to be rejected.
5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.
6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

**INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS**

7. **PUBLIC WORKS BIDS:** All awards for public works in excess of \$5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of \$25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise stated in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.
8. **NON-PUBLIC WORKS BIDS:** A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.
9. **NON-PUBLIC WORKS BIDS:** A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.
10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.
11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. Acceptable forms shall be limited to cashier's check, certified check, or surety bid bond. All sureties must be in original format (no copies). If submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.
12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.
13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.
14. **PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required;** This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
15. **NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required** in conformity with the provisions contained in LSA - RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.
16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to Jefferson Parish Code of Ordinances Section 2-155.10(19). By submitting a bid, vendor acknowledges this and will abide by all provisions of the referenced Jefferson Parish Code of Ordinances.



DATE: 1/15/2020

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 4

BID NO.: 50-00129332

**JEFFERSON PARISH**

PURCHASING DEPARTMENT  
P.O. BOX 9  
GRETN, LA. 70054-0009  
504-364-2678

VENDOR:

BUYER: MBUTTERY

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Agency warehouse or jobsite, anywhere within the Parish as designated by the Purchasing Department.

JEFFERSON PARISH reserves the right to cancel all or any part of an order if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.

JEFFERSON PARISH is expecting all products to be new and all work to be done in workman-like manner, according to standard practices. Any deviations or alteration from the specifications must be indicated on the bid form for each item and upon request, product data for same must be submitted by the time specified by the Purchasing Department.

**DELIVERY: FOB JEFFERSON PARISH**

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES \_\_\_\_\_

INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK \_\_\_\_\_

INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK \_\_\_\_\_

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) \_\_\_\_\_

*** ALL BIDDERS MUST COMPLETE SECTION BELOW ***	
FIRM NAME: <u>DocuMart</u>	
SIGNATURE: (Must be signed here)	TITLE: <u>General Manager</u>
PRINT OR TYPE NAME: <u>GARY D. GARRISON</u>	
ADDRESS: <u>5624 CITRUS BVD.</u>	
CITY, STATE: <u>MANAHAN, LA</u>	ZIP: <u>70123</u>
TELEPHONE: <u>(504) 733-7377</u>	FAX: <u>(504) 733-9072</u>
EMAIL ADDRESS: <u>garyg@documart.com</u>	

TOTAL PRICE OF ALL BID ITEMS: \$ .08/ea.



## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00129332

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
1	1.00	PAGE	<p>TWO (2) YEAR CONTRACT FOR POLL LIST PRINTING FOR JEFFERSON PARISH REGISTRAR OF VOTERS ON AN AS NEEDED BASIS</p> <p>0010 VENDOR TO PERFORM THE FOLLOWING: OUTSOURCING OF POLL LIST PRINTING FOR REGISTRAR OF VOTERS JEFFERSON PARISH VENDOR MUST BE WITHIN 1 HOUR OF REGISTRAR OF VOTERS OFFICE TO RECEIVE THE POLL SHEETS IN A TIMELY MANNER.</p> <p>WHITE PAPER SPECIFICATIONS: 1) 3 HOLE PUNCH 2) 5/16" PUNCH DIAMETER 3) SIZE: 8 1/2" X 11" 4) WEIGHT: 20/50 POUND 5) 92 BRIGHTNESS AND 145 CIE WHITENESS</p> <p>PLEASE READ THE VENDOR RESPONSIBILITIES:</p> <p>1) PROVIDE A SAMPLE POLL LIST PRINTOUT BEFORE THE CONTRACT IS AWARDED. 2) SUCCESSFUL VENDOR MUST SIGN A NON-DISCLOSURE AGREEMENT. 3) SUCCESSFUL VENDOR MUST HAVE AN EMAIL ADDRESS TO RECEIVE PRINTING NOTIFICATION 4) SUCCESSFUL VENDOR WILL HAVE TO USE A VPN CLIENT PROVIDED BY THE SECRETARY OF STATE FOR THE SECURE DOWNLOAD OF POLL LIST DATA. 5) PRINT DATA IN THE ORDER RECEIVED. 6) RECEIPT OF PRINTED POLL LISTS MUST OCCUR WITHIN BUSINESS HOURS OF VENDOR RECEIPT OF NOTIFICATION EMAIL 8:00 AM - 4:30 PM MONDAY - FRIDAY. 7) NO DELIVERY COSTS WILL BE REIMBURSED 8) SUCCESSFUL VENDOR TO PACK THE PRINT JOBS ACCORDING TO THE PARISH ROV'S SPECIFICATION. THE ITEMS SHOULD BE PACKED SO THE PAGES DO NOT GET OUT ORDER AND THE RECIPIENT CAN EASILY PULL EACH PDF FILE FROM THE PACKING BOX FOR PLACEMENT IN BINDERS. 9) VERIFY THE PRINTED DATA AGAINST THE ORIGINAL PDF FILE. 10) REGISTRAR OF VOTERS (ROV) IN ANY GIVEN PARISH MAY CHOOSE TO PICK UP THE PRINTED POLL LISTS IN LIEU OF DELIVERING THE JOB. IF THE ROV CHOOSES TO PICK UP THE POLL LISTS, IT SHOULD TAKE THE ROV A MAXIMUM OF 1 HOUR TO REACH THE VENDOR'S "SHIP FROM" LOCATION. JEFFERSON PARISH WOULD PREFER THE OPTION OF PICKING UP THE POLL SHEETS IF CLOSE BY. 11) ALL DATA OBTAINED FROM THE SECRETARY OF STATE MUST BE REMOVED FROM THE SUCCESSFUL VENDOR'S PREMISES. THE DATA MUST NOT BE TRANSFERRED TO REMOVABLE MEDIA AND MAY NOT BE SHARED WITH A THIRD PARTY. 12) SUCCESSFUL VENDOR MUST PERMANENTLY</p>	.08/p.	.08

## INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00129332

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			<p>DESTROY ALL POST LIST PDF FILES AFTER PRINTING FROM ANY COMPUTER OR DEVICE USED IN THE PROCESS. SHRED ALL MISPRINTS</p> <p>13) ITEMIZE EACH BILL PER PARISH PER ELECTION. THE PAGE PRINT COUNT ON THE INVOICE MUST MATCH THE NUMBER OF PAGES ORDERED. PAYMENT WILL NOT BE ISSUED FOR REPRINTS DUE TO VENDOR ERROR. THERE WILL BE NO PAYMENTS FOR OVERRUNS OR MINIMUM QUANTITIES.</p> <p>14) THE PRICE AGREED UPON AND APPROVED FOR REIMBURSEMENT BY THE SECRETARY OF STATE IS \$.085 PER PAGE. THE PARISH OF REGISTRAR OF VOTERS WILL MAKE PAYMENT DIRECTLY TO THE VENDOR BASED UPON THE NUMBER OF PAGES PRINTED. UNDER NO CIRCUMSTANCES WILL THE STATE REIMBURSE VENDORS DIRECTLY.</p> <p>PENALTIES: THE SUCCESSFUL BIDDER WILL BE SOLELY RESPONSIBLE FOR THE FINAL PRODUCT AND FOR MEETING ALL SCHEDULED DELIVERY DATES</p> <p>IF THE SPECIFIED DELIVERY DATES ARE NOT MET BECAUSE OF ANY FACT OR CIRCUMSTANCE THAT IS OR WAS WITHIN THE CONTROL OF THE SUCCESSFUL BIDDER, INCLUDING DELAYS IN SHIPMENT, A LATE PENALTY MAY BE IMPOSED AT THE DISCRETION OF THE REGISTRAR OF VOTERS FOR EVERY DAY THAT THE ITEM REMAINS UNDELIVERED. SUCH LATE PENALTY SHALL BE EQUAL TO THE COSTS INCURRED BY THE REGISTRAR OF VOTERS FOR SUBSTITUTED PRINTING AND PACKING WILL BE ASSESSED AGAINST THE SUCCESSFUL BIDDER'S FUTURE INVOICE(S) FOR ANY PRINT JOB NOT COMPLETED SUCH NUMBER, WITHIN BUSINESS HOURS OF THE SUCCESSFUL BIDDER'S RECEIPT OF THE SECRETARY OF STATE'S EMAIL ORDER FOR THE PRINTING, PACKING, AND SHIPPING OF THE POLL LIST.</p> <p>COST PER ELECTION WILL VARY DUE TO THE AMOUNT OF THE RUN.</p> <p>BLUE PAPER SPECIFICATION: 1) 3 HOLE PUNCH 2) 5/16" PUNCH DIAMETER 3) SIZE: 8 1/2" X 11" 4) WEIGHT: 20/50 POUND PRINTING IS DONE 4 TIMES A YEAR WITH APPROXIMATELY 18,500 PAGES PER PRINTING.</p> <p>TWO(2)YEAR CONTRACT FOR POLL LISTING PRINTING ON AN AS NEEDED BASIS FOR THE OFFICE OF REGISTRAR OF VOTERS.</p>		