

Rhode Island Department of Revenue Lottery Division

April 22, 2025

FAILURE TO COMPLY WITH ANY OF THE REQUIREMENTS OF THIS SEALED BID MAY RESULT IN DISQUALIFICATION

SUBJECT: The Rhode Island Lottery submits this bid request for: **VINYL BET SLIP/TICKET HOLDERS**

Please forward sealed bids addressed to:

Rhode Island Lottery
1425 Pontiac Avenue
Cranston, RI 02920
ATTN: Mark A. Furcolo, Director
BID 25-03
P.O. #12126

DESCRIPTION: Vinyl Bet Slip/Ticket Holders
8 gauge clear vinyl
Bet slip/ticket openings must be along the **long right side** of the vinyl sleeve and along the **top** of the small front pocket (see attached photos)

| SIZE: | <u>ENTIRE SIZE</u> | <u>LARGE POCKET</u> | <u>SMALL POCKET (on front)</u> |
|--------------|---------------------------|----------------------------|---------------------------------------|
| | Length: 9 ¼" | Length: 9 ¼" | Length: 3" |
| | Width: 4 ½" | Width: 4 ¼" | Width: 4 ¼" |

(Please include a sample of the vinyl material with your sealed bid)

QUANTITY: 75,000

INK: 1 color (black), one side only (vertically)
Artwork to be provided by the Rhode Island Lottery. Artwork will be centered vertically.
Samples available by request

PROOF: **Electronic Proof and Pre-production Sample/Proof** to be **approved** by the Rhode Island Lottery prior to production

FOB: Rhode Island Lottery, 1425 Pontiac Avenue, Cranston, RI 02920

DELIVERY: Estimated delivery time is **REQUIRED** with the bid proposal
Bid price is to **INCLUDE** all charges, including shipping and handling costs

QUESTIONS: Please contact Terri Kiernan at 401-463-6500

BIDS DUE: **May 6, 2025 BY 11:30 AM**



NOTE: BIDS WILL NOT BE ACCEPTED UNLESS BID NUMBER IS INCLUDED ON THE ENVELOPE (DO NOT FAX OR EMAIL). BIDS WILL NOT BE ACCEPTED IF THEY ARE SUBMITTED AFTER THE BID DUE DATE/TIME.

*******Please see checklist below*******

IMPORTANT NOTIFICATIONS

All proposals are developed and submitted at the vendor's sole risk and expense. The Rhode Island Lottery shall not be responsible for any such costs or expenses incurred by a vendor.

Vendors are advised that all materials submitted to the Rhode Island Lottery for consideration in connection with a proposal are subject to the Rhode Island "Access to Public Records Act" as codified in R.I. Gen. Laws §38-2-1, et seq. and may be released for public inspection upon request once an award has been made. Any information that the vendor believes are trade secrets or commercial or financial information which is of a privileged or confidential nature should be clearly marked as such, but vendors are advised that the Rhode Island Lottery may release records marked confidential by a vendor upon a public records request if the Rhode Island Lottery determines the marked information is subject to disclosure under the Access to Public Records Act.

The Rhode Island Lottery reserves the right not to award a bid based solely on cost and may award a bid based on a combination of quality of product, services, and experience of the vendor, as well as participation in Minority Business Enterprises ("MBE"), Woman Business Enterprises ("WBE"), Disability Business Enterprise ("DisBE"), or Veteran Business Enterprise ("VBE"). In order to participate in the State of Rhode Island's MBE/WBE/DisBE/VBE Programs, vendors must be certified by the State of Rhode Island, Department of Administration, Office of Diversity Equity and Opportunity (ODEO) or the Governor's Commission on Disabilities. It is important that vendors include in their proposal that they are certified as MBE, WBE, DisBE or VBE so that the Rhode Island Lottery can consider this when reviewing all proposals.

The Rhode Island Lottery reserves the right, without liability, to reject any and all proposals at any point prior to the award of a bid contract.

By submitting a proposal, the vendor agrees that the price quoted will be the maximum in effect during the agreement period, inclusive of all costs and fees. Bid price shall be net F.O.B. Destination unless otherwise noted and agreed to by the Lottery in writing. Any price decline at the manufacturer's level shall be reflected in a price reduction to the Rhode Island Lottery.

Submitted proposals shall be irrevocable for a period of 30 days following the bid proposal deadline, and may not be withdrawn without express written consent of the Rhode Island Lottery. No substitutions of goods will be allowed after the contract award, unless specifically agreed to by the Rhode Island Lottery in writing.

The purchase of any goods or services by the Rhode Island Lottery under an award is subject to the availability of funds and the State of Rhode Island's General Conditions of Purchase (220-RICR-30-00-13).

With respect to an award for goods, the Rhode Island Lottery shall accept only the quantity ordered. The vendor is responsible for any overage.

All vendors must include, with their bid, confirmation that they have registered as a State vendor on the State Purchasing website – www.purchasing.ri.gov.

Foreign corporations, LLC's and LLP's are required to register and be in good standing with their home state's Secretary of State. In addition, if travel to and services are to be provided in Rhode Island, they must register with the Rhode Island Secretary of State.

Prior to the final award of a bid, a successful out-of-state vendor(s) providing services will be required to file an Application for Certificate of Authority as a Business Corporation/Foreign Business Corporation at the Rhode Island Secretary of State's website – www.sos.ri.gov and must remain a member in good standing. This will require an initial filing fee as well as yearly filing.

Government/Non-Profits are required to register and be in good standing with their home state's Secretary of State.

Rhode Island corporations, LLC's, LLP's and non-profits are required to register and be in good standing with the Rhode Island Secretary of State.

Prior to the final award of a bid, a successful vendor must complete and return a W-9 form, which will be supplied by the Rhode Island Lottery.

CHECKLIST

- Bid Price to include shipping & handling costs, set-up fees, die cuts, imprint fees, and any/all charges.
- Estimated delivery time is required with bid proposal
- Delivery REQUIRED within 8-10 weeks of bid award
- Please provide a Sample of vinyl material WITH your sealed Bid proposal
- Sample available from the RI Lottery UPON REQUEST
- Electronic Proof & Pre-production Sample/Proof to be approved by the Rhode Island Lottery before production
- Bulk packaged
- Include confirmation that vendor has registered as a State vendor at www.purchasing.ri.gov

Please see photos on next page.

NOTE: Disregard the artwork on these photos

This photo is show the **small pocket only with opening at the top of small pocket**. Disregard in the photo the opening of the large pocket at the top, since it will now be along the long right side of the vinyl sleeve (see photos below).



These photos show the Bet slip/ticket **opening along the long right side of the vinyl sleeve**. Opening will be along the right long side of the vinyl sleeve



