

IFB No. 22006 Window Envelopes -Calendar Year 2023 Requirements

Note: Proofs are required for all envelopes requiring printing. Vendor shall submit proofs for approval to agency prior to final printing.

IMPORTANT NOTE: QUANTITIES GIVEN ARE MINIMUM ESTIMATES. AGENCIES NOT LISTED WILL BE ALLOWED TO PLACE ORDERS

				ITEM NO.										
Dept	Division/Branch/Program Contact/Phone Number (to be provided to awarded vendor)	Delivery Address*	Delivery Deadline	Return address Print Required	A	B	C	D	E	F	G	H		
DHS	Administrative Appeals Office Attn: Mona Asato	1390 MILLER ST., RM 115 HONOLULU, HI 96813	1/6/2023	x	2,000									
DHS	AQCRO/QC HILO Attn: Zeldia Viernes	75 AUPUNI ST RM 111 HILO, HI 96720	5/31/2023	x	1,000									
DHS	AQCRO/QC MAUI Attn: Zeldia Viernes	54 HIGH ST, RM125 WAILUKU, HI 96793	5/31/2023	x	500									
DHS	AQCRO/QC OAHU Attn: Zeldia Viernes	1390 MILLER ST, RM 112 HONOLULU, HI 96813	5/31/2023	x	1,500									
DHS	DVR/SBB - HO'OPONO Attn: Lorna Gallano	1901 BACHELOT ST HONOLULU, HI 96817	1/2/2023		2,000									
DHS	FMO/Money Payment Attn: Maureen Hanakahi	Cardinal Presort Services Ltd. 197 Sand Island Rd., Unit A, Honolulu, HI 96819 ph: 808-841-7253	1/6/2023							62,500	500			
			2/3/2023									500		
			3/3/2023										500	
			4/7/2023										500	
			5/5/2023										500	
			6/2/2023										500	
			7/7/2023									62,500	500	
			8/4/2023										500	
			9/1/2023										500	
			10/6/2023										500	
			11/3/2023										500	
12/1/2023										500				
DHS	SSD/APCSB/SCPO Attn: Feliza Ruiz	1010 Richards St, Ste 614 Honolulu, HI 96813	2/15/2023	x		2,000								
			8/15/2023	x		2,000								
DHS	SSD/CWSB/OCWSS2 Attn: Joan Alison	KAKUHIHEWA BUILDING 601 KAMOKILA BLVD RM 135 KAPOLEI, HI 96707	1/5/2023									7,500		
DHS	VOCATIONAL REHABILITATION KONA Attn: Jane Johnson	75-5722 KUKAKINI HWY # 213 KAILUA-KONA, HI 96740	1/3/2023	x	1,000									
DBEDT	FOREIGN-TRADE ZONE NO 9 Attn: Kahea Veniegas	521 ALA MOANA BLVD , STE 101 HONOLULU, HI 96813	2/1/2023	x	1,500									
JUD	1st Circuit/District Court Ewa Attn: Kirk Klein	870 Fourth St., Pearl City, HI 96782	1/6/2023	x	5,000				2,500					
			7/7/2023	x	5,000									

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					A	B	C	D	E	F	G	H	
JUD	1st Circuit/Waianae District Court Attn: Joellen Florence	4675 Kapolei Parkway, Kapolei, HI 96707	1/6/2023	x	10,000			10,000					
			7/7/2023	x	10,000			10,000					
JUD	District Court Kaneohe Attn: Robert Soto	45939 Pookela Street, Kaneohe, HI 96744		x	0					0			
JUD	Wahiawa District Court Attn: Estrella Gazmen	1034 Kilani Ave., Wahiawa, HI 96786		x	0								
				x	0								
JUD	Adult Client Services Branch, District Court Probation Attn: Cynthia Matsunaga	District Court of the First Circuit 1111 Alakea Street., 2nd Floor Honolulu, HI 96813-2897	1/31/2023	x	3,000								
JUD	ACSB, Adult/Juvenile Community Service & Restitution Unit Attn: Cynthia Matsunaga	District Court of the First Circuit 1111 Alakea Street., 3rd Floor Honolulu, HI 96813-2897	5/1/2023	x	1,500								
JUD	District Court of the First Circuit Attn: Fay Wakida and Eileen Skilling	Traffic Violations Bureau 1111 ALAKEA ST, 2ND FL HONOLULU, HI 96813	1/6/2023	x	25,000								
JUD	DISTRICT COURT OF THE FIRST CIRCUIT/FISCAL ACCOUNTING Attn: Shandell Awai	1111 Alakea Street., 4th Floor Honolulu, HI 96813	1/3/2023	x						8,000			
JUD	Fiscal Operations Attn: Melanie Tandal	1111 Alakea Street., 4th Floor Honolulu, HI 96813	1/3/2023	x				3,000					
PSD	HAWAII PAROLING AUTHORITY Attn: Danny Li	1177 Alakea Street, Ground Floor Honolulu, HI 96813	8/17/2023	x	10,000								
TOTALS BY ITEM NO.					79,000	4,000	23,000	0	10,500	125,000	6,000	7,500	
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DHS	Administrative Appeals Office Attn: Mona Asato	1390 MILLER ST., RM 115 HONOLULU, HI 96813	1/8/2024	x	1,000										
DHS	AQCRO/QC HILO Attn: Zeld Viernes	75 AUPUNI ST RM 111 HILO, HI 96720	5/31/2024	x	1,000										
DHS	AQCRO/QC MAUI Attn: Zeld Viernes	54 HIGH ST, RM125 WAILUKU, HI 96793	5/31/2024	x	500										
DHS	AQCRO/QC OAHU Attn: Zeld Viernes	1390 MILLER ST, RM 112 HONOLULU, HI 96813	5/31/2024	x	1,500										
DHS	DVR/SBB - HO'OPONO Attn: Lorna Gallano	1901 BACHELOT ST HONOLULU, HI 96817	1/2/2024		2,000										
DHS	FMO/Accounting/CRS Attn: Phyllis Uyehara	1390 MILLER ST., RM 107 HONOLULU, HI 96813	1/16/2024	x	2,500							2,500			
DHS	FMO/Money Payment Attn: Maureen Hanakahi	Cardinal Presort Services Ltd. 197 Sand Island Rd., Unit A, Honolulu, HI 96819 ph: 808-841-7253	1/5/2024								62,500	500			
			2/2/2024										500		
			3/1/2024											500	
			4/5/2024											500	
			5/3/2024											500	
			6/7/2024											500	
			7/5/2024									62,500		500	
			8/2/2024											500	
			9/6/2024											500	
			10/4/2024											500	
			11/1/2024									500			
			12/6/2024									500			
DHS	SSD/APCSB/SCPO Attn: Feliza Ruiz	1010 Richards St, Ste 614 Honolulu, HI 96813	2/15/2024	x		2,000									
			8/15/2024	x		2,000									
DHS	SSD/CWSB/OCWSS2 Attn: Joan Alison	KAKUHIHEWA BUILDING 601 KAMOKILA BLVD RM 135 KAPOLEI, HI 96707	1/5/2024										7,500		
DHS	VOCATIONAL REHABILITATION KONA Attn: Jane Johnson	75-5722 KUKAKINI HWY # 213 KAILUA-KONA, HI 96740	1/2/2024	x	1,000										

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DBEDT	FOREIGN-TRADE ZONE NO 9 Attn: Kahea Veniegas	521 ALA MOANA BLVD , STE 101 HONOLULU, HI 96813	2/1/2024	x	1,000								
JUD	1st Circuit/District Court Ewa Attn: Kirk Klein	870 Fourth St., Pearl City, HI 96782	1/12/2024	x	5,000								
			7/12/2024	x	5,000								
JUD	1st Circuit/Waianae District Court Attn: Joellen Florence	4675 Kapolei Parkway, Kapolei, HI 96707	1/12/2024	x	10,000		10,000						
			7/12/2024	x	10,000		10,000						
JUD	District Court Kaneohe Attn: Robert Soto	45939 Pookela Street, Kaneohe, HI 96744	6/1/2024	x	17,500				10,000				
JUD	Wahiawa District Court Attn: Estrella Gazmen	1034 Kilani Ave., Wahiawa, HI 96786	1/8/2024	x	10,000								
			7/8/2024	x	10,000								
JUD	District Court of the First Circuit Attn: Fay Wakida and Eileen Skilling	Traffic Violations Bureau 1111 ALAKEA ST, 2ND FL HONOLULU, HI 96813	1/5/2024	x	25,000								
JUD	DISTRICT COURT OF THE FIRST CIRCUIT/FISCAL ACCOUNTING Attn: Shandell Awai	1111 Alakea Street., 4th Floor Honolulu, HI 96813	1/3/2024	x					8,000				
JUD	Fiscal Operations Attn: Melanie Tandal	1111 Alakea Street., 4th Floor Honolulu, HI 96813	1/3/2024	x			3,000						
PSD	HAWAII PAROLING AUTHORITY Attn: Danny Li	1177 Alakea Street, Ground Floor Honolulu, HI 96813	8/17/2024	x	10,000								
TOTALS BY ITEM NO.					113,000	4,000	23,000	0	18,000	125,000	8,500	7,500	
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DHS	AQCRO/QC HILO Attn: Zeld Viernes	75 AUPUNI ST RM 111 HILO, HI 96720	5/31/2025	x	1,000										
DHS	AQCRO/QC MAUI Attn: Zeld Viernes	54 HIGH ST, RM125 WAILUKU, HI 96793	5/31/2025	x	500										
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			2/7/2025									500			
			3/7/2025										500		
			4/4/2025										500		
			5/2/2025										500		
			6/3/2025										500		
			7/3/2025									62,500	500		
			8/1/2025										500		
			9/5/2025										500		
			10/3/2025										500		
11/7/2025										500					
12/5/2025										500					
DHS	SSD/APCSB/SCPO Attn: Feliza Ruiz	1010 Richards St, Ste 614 Honolulu, HI 96813	2/14/2025	x		2,000									
			8/15/2025	x		2,000									
DHS	Social Services/ Foster Grandparent Program Attn: Suzanne Hull	1010 Richards St, Ste 614 Honolulu, HI 96813	1/1/2025	x		1,000									
DHS	SSD/CWSB/OCWSS2 Attn: Joan Alison	KAKUHIHEWA BUILDING 601 KAMOKILA BLVD RM 135 KAPOLEI, HI 96707	1/5/2025										7,500		
DHS	VOCATIONAL REHABILITATION KONA Attn: Jane Johnson	75-5722 KUKAKINI HWY # 213 KAILUA-KONA, HI 96740	1/2/2025	x	1,000										

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			7/11/2025	x	5,000								
JUD	1st Circuit/Waianae District Court Attn: Joellen Florence	4675 Kapolei Parkway, Kapolei, HI 96707	1/10/2025	x	10,000		10,000						
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			7/7/2025	x	10,000								
JUD	District Court of the First Circuit Attn: Fay Wakida and Eileen Skilling	Traffic Violations Bureau 1111 ALAKEA ST, 2ND FL HONOLULU, HI 96813	1/3/2025	x	25,000								
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JUD	Fiscal Operations Attn: Melanie Tandal	1111 Alakea Street., 4th Floor Honolulu, HI 96813	1/3/2025	x			3,000						
PSD	HAWAII PAROLING AUTHORITY Attn: Danny Li	1177 Alakea Street, Ground Floor Honolulu, HI 96813	8/17/2025	x	10,000								
TOTALS BY ITEM NO.					110,500	5,000	23,000	0	20,500	125,000	6,000	7,500	
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