

Certificates of Number for Vessels

Scope of Work – The contractor shall provide all labor and material as specified herein.

Description – 8.5" x 11" certificates of number for vessels (two sided) for the Department of Land and Natural Resources, Division of Boating and Ocean Recreation (DOBOR), as detailed below and as shown in the attached sample.

1. Specifications

- Quantity: 60,000
- Size: 8.5" x 11"
- Stock: 67# Lettermark Vellum Bristol – Britewhite, or equivalent
- Ink: 2/2, Black, Process Blue, No Bleed
- Regular perforations as follows and shown in the attached example:
 - Vertical perforation 1.25" from the left edge across the entire height of the paper;
 - Vertical perforation 1.25" from the right edge across the entire height of the paper;
 - Horizontal perforation 3.5" from the top of the paper, across the entire width of the paper;
 - Horizontal perforation 4" from the bottom of the paper, across the entire width of the paper; and
 - Card perforation with dimensions of 3.375" x 2.125" and rounded corners. Left edge of the perforation will be approximately 2.5" from the left edge of the paper. Bottom edge of the perforation will be approximately 4.5" from the bottom edge of the paper.
- State of Hawaii watermark printed within the card perforation on the front of each certificate; DLNR logo printed on the front of the certificate in black & white; DOBOR logo printed on the front of the certificate in black & white (see attached sample). DOBOR will provide vectorized graphics of logos. The successful bidder may be responsible for creating the watermark from the art provided.

1. Responsibility

The successful bidder shall furnish all inks and paper needed to produce certificates meeting the requirements herein. The successful bidder must be able to provide art and design services, including layout organization and typeface setting, as DOBOR does not have a designer on staff. Sample available in PDF format only.

The successful bidder must provide ten (10) sheets of specified paper stock to DOBOR for evaluation purposes. Unprinted, unperforated paper stock acceptable.

2. Security Measures

The successful bidder must provide adequate security measures and supervision to protect certificates from damage or loss. The State of Hawaii reserves the right to enter the vendor's premises at any time during the production of the certificates to inspect the progress of production, the quality of workmanship, and the adequacy of security.

3. *Packaging*

Certificates shall be shrink wrapped in bundles of 250 and packed in boxes of 10 bundles.

4. *Delivery*

Delivery shall be made within sixty (60) calendar days from the date indicated in the Notice to Proceed. If the sixtieth calendar day falls on a weekend, delivery shall be due on the first working day following the sixtieth calendar day. Delivery shall be made to:

DOBOR VRT
4 Sand Island Access Road
Honolulu, HI 96819

5. *Payment*

Payment will be made in one lump sum to the successful bidder after delivery in full. Payment will include set up fees, artwork fees, labor, materials, State and Federal taxes, and delivery costs.

6. *Workmanship*

All workmanship shall be first class and done in accordance with generally accepted manufacturing standards.

7. *Warranty and Guarantee*

The successful bidder shall submit a statement certifying that certificates furnished conform to the requirements herein, and guaranteeing that the certificates furnished will be free of any defective workmanship for a period of 12 months from the date of delivery. The successful bidder shall further agree to furnish, at no cost to the State, labor and materials for replacement certificates in which defects appear within the guarantee period.

8. *Notes*

- The successful bidder shall be in compliance with Hawaii Compliance Express (HCE) at the time of award.
- Printing and finishing not required to be completed in Hawaii.