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University of South Carolina
 Purchasing Department
 1600 Hampton Street, 6th floor
 Columbia, SC 29208
 Telephone: (803) 777-4115

Request for Quotation
Page One

THIS IS NOT AN ORDER

Quotation must be received No Later Than: 9:00 AM 5 22 2013	Send quotation to above address Attention of: Dennis Gallman	Quotation Number: USC-RFQ-2427-DG	Date 5 13 2013
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Print company name and address:

Please quote your lowest delivered price of the items(s) listed below. The Purchasing Department reserves the right to reject any or all quotes and to waive any or all technicalities.

1. If an item cannot be furnished, indicate by **NO QUOTE**.
2. All quotes must be signed by the vendor's representative and terms noted, failure to comply with this instruction may result in disqualification of the quote.
3. **FAXED QUOTES ACCEPTABLE.** FAX # (803) 777-2032

Federal I.D. or Social Security No. _____ SC Minority Certification Number (If Applicable) _____

Submitted By (Print Name) _____ Signature _____ Telephone _____

Item No.	Quantity and Unit	Description of Commodity or Services	Unit Price	Total Price
1	1.0 Lot	Furnish/Deliver Parking Permits for the University of South Carolina Campus FOB DESTINATION FREIGHT INCLUDED gallmand@mailbox.sc.edu Vendor e-mail address: _____ A faxed or e-mailed quote is acceptable. Quotes may be faxed to (803) 777-2032.		\$ _____

GENERAL CONDITIONS

DEFAULT: In case of default by the Contractor, the University of South Carolina reserves the right to purchase any or all items in default in the open market, charging the Contractor with any additional costs. The defaulting Contractor shall not be considered a responsible bidder until the assessed charge has been satisfied.

All amendments to and interpretation of this RFQ shall be in writing. The procurement officer shall not be legally bound by any amendment or interpretation that is not in writing.

SC/US PREFERENCE: In order to receive the South Carolina/United States made, manufactured or grown end-product preference, you must check the appropriate space (s) provided on the face of the quotation form. This preference does not apply to services.

Any contract entered into by the University of South Carolina or its agencies resulting from this quotation shall be subject to cancellation at the end of any fiscal or appropriated year unless otherwise provided by law.

Payment will be made in accordance with Section 11-35-45 of the South Carolina Consolidated Procurement Code and Disbursement Regulations. Delay in receiving invoices, as well as errors and omissions on the invoices, will be considered just cause for withholding payment without losing discount privileges. The University reserves the right to withhold payment or make such deductions as may be necessary to protect the University from loss or damage because of defective work, claims, damages or to pay for repair or correction of materials furnished hereunder.

Quoted prices must remain firm for a period of thirty days beyond the Request for Quotation deadline. Unit prices will govern over extended prices unless otherwise stated.

The University of South Carolina shall consider payment discounts in the award of this contract when such discounts are for thirty days or more after final inspection and acceptance of contract requirements. Payment discounts for less than thirty days are encouraged but shall not be a factor in award determination. Please state your discount terms using the above referenced information as the University's position on the matter.

All materials and products offered must be guaranteed to meet and comply with the requirements all the specifications, terms and conditions indicated or referred to.

The award will be made in accordance with Section 11-35-1520 of the South Carolina Consolidated Procurement Code.

The University reserves the right to reject any and all quotations and to cancel the solicitation; waive any and all technicalities; the University reserves the right to reject any quotation in which the delivery time indicated to be of substantial length to cause disruption and/or delay in operation for which the item(s) is/are intended; ambiguous quotations which are uncertain as to terms, delivery, quantity or compliance with specifications may be rejected.

The successful contractor assumes sole responsibility and shall hold harmless the University of South Carolina, its directors, officers, employees and agents from and against any and all claims, actions or liabilities of any nature which may be asserted against them by third parties in connection with the performance of the successful bidder, its directors, officers, employees and agents under this agreement. The University of South Carolina agrees to accept responsibility for claims, actions or liabilities resulting from negligent acts of its employees occurring within the scope of their employment which may be asserted against them by third parties in connection with the performance of the University of South Carolina, its members, directors, officers, employees and agents under this agreement.

Contractor agrees not to refer to award of this contract in commercial advertising in such a manner to state or imply that the products or service provided are endorsed or preferred by the user.

Upon award of a contract under this quotation, the person, partnership, association or corporation to whom the award is made must comply with the laws of South Carolina that require such person or entity to be authorized and/or licensed to do business in this State. Notwithstanding the fact that applicable statutes may be exempt or exclude the successful quoter from requirements that it be authorized and/or licensed to do business in this State, by submission of this signed quote, the quoter agrees to subject itself to the jurisdiction and process of the courts of the State of South Carolina as to all matters and disputes arising or to arise under the contract and the performance thereof, including any questions as to the liability for taxes, licenses or fees levied by the State.

Termination: Subject to the provisions below, the contractor may be terminated for any reason by the University providing a thirty-day advance notice in writing is given to the contractor.

Termination for Convenience: In the event that this contract is terminated or cancelled upon request and for the convenience of the University may negotiate reasonable termination costs, if applicable.

Termination for Cause: Termination by the University for cause, default, or negligence on the part of the Contractor shall be excluded from the foregoing provisions; termination costs, if any, shall not apply. The thirty day advance notice requirement is waived and the default provision in this bid shall apply.

HIPAA Law: The Contractor agrees that to the extent that some or all of the activities within the scope of this Contract are subject to the Health Insurance Portability Accountability Act of 1996, P.L. 104-91, as amended (“HIPAA”), or its implementing regulations, it will comply with the HIPAA requirements and will execute such agreements and practices as the University of South Carolina may require to ensure compliance. Additional information may be viewed at: <http://www.sc.edu/hipaa/>

SPECIAL CONDITIONS

LICENSES, PERMITS, INSURANCE: All costs for required licenses, permits and insurance shall be borne by the Bidder.

The University of South Carolina requires all contractual activities to be performed in a manner that is consistent with all applicable federal, state and local laws, regulations, rules, rulings and ordinances. These include, but are not limited to: the Occupational safety and Health Act, The Environmental Protection Act, The South Carolina Hazardous Waste Management Act.

IMPORTANT – Please Note

Vendors, we **MUST** have your Federal ID # (company) or Social Security # (individual) before processing any invoices for payment. Failure to provide this information will result in delay of payments until this information is received. Please include this information with your quote.

BID SCHEDULE

USC-IFB-2427-DG

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
1	9245	EA	Faculty/Staff Permits for School Year Cling-Cal Permits 2013/2014 (Permits complying with the enclosed specifications. See attached list for quantities.)	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
2	10,900	Ea	Student Permits for School Year 2013/2014 Cling-Cal Permits (Permits complying with the enclosed specifications. See attached list for quantities.)	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
3	32,395	Ea	Garage Permits for School Year 2013/2014 Cling-Cal Permits (Permits complying with the enclosed specifications. See attached list for quantities.)	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
4	1,599	EA	Bicycle Decals (Permits complying with the enclosed specifications. See attached list for quantities.)	\$	\$

Resident Vendor Preference _____
 SC End Product Preference _____
 US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
5	600	EA	Motorcycle Decals (Permits complying with the enclosed specifications. See attached list for quantities.)	\$	\$

Resident Vendor Preference _____
 SC End Product Preference _____
 US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
6	1100	EA	Special Permits (Permits complying with the enclosed specifications. See attached list for quantities.)	\$	\$

Resident Vendor Preference _____
 SC End Product Preference _____
 US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
7	600	EA	Semester Stickers (Permits complying with the enclosed specifications. See attached list for quantities.)	\$	\$

Resident Vendor Preference _____
 SC End Product Preference _____
 US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
8	275	EA	USC Lancaster 275 Parking Hang Tag (1-275) year 2013-2014 (Permits complying with the enclosed specifications. Date on permit to read August 15, 2014)	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
9	2,225	EA	USC Lancaster 2,225 Parking Reflective Parking Decal (276 – 2500) complying with the enclosed specifications and sample. Expiration August 15, 2014.	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
10	150	EA	USC Salkehatchie 150 Parking CLING-CAL Permits for Faculty and Staff (FS-1 thru FS-150) complying with the enclosed specifications and sample. Expiration August 15, 2014.	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
11	1,800	EA	USC Salkehatchie 1,800 Parking CLING-CAL permits for Students (S-100 thru S-1900) complying with enclosed specifications and sample. Expiration August 15, 2014.	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
12	2000	EA	USC Beaufort 2,000 Parking CLING-CAL Permits for OLLI (OLLI 1-14 thru 2000-14) complying with the enclosed specifications and sample. Expiration August 15, 2014	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
13	500	EA	USC Beaufort 500 Parking CLING-CAL Permits for Faculty Staff (FS-1-14 thru FS-500-14) complying with the enclosed specifications and sample. Expiration August 15, 2014.	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
14	100	EA	USC Beaufort 100 Parking CLING-CAL Permits for Campus Center (CC-1-14 thru CC-100-14) complying with the enclosed specifications and sample. Expiration August 15, 2014	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
15	700	EA	USC Beaufort 700 Parking CLING-CAL Permits for Palmetto Village (PV-1-14 thru PV-700-14) complying with the enclosed specifications and sample. Expiration August 15, 2014.	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
16	2200	EA	USC Beaufort 2,200 Parking CLING-CAL Permits for Students S-1-14 thru S-2200-14 complying with the enclosed specifications and sample. Expiration August 15, 2014.	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Item	Qty	Unit of Measure	Description	Unit Price	Extended Price
17	100	EA	USC Beaufort 2,000 Parking CLING-CAL Permits for Vendor/Contractor VC-1-4 thru VC-100-14 complying with the enclosed specifications and sample. Expiration August 15, 2014.	\$	\$

Resident Vendor Preference _____

SC End Product Preference _____

US End Product Preference _____

Total (Items 1-17) \$ _____

MINORITY PARTICIPATION (JAN 2006)

Is the bidder a South Carolina Certified Minority Business? Yes NO

Is the bidder a Minority Business certified by another governmental entity? Yes NO

If so, please list the certifying governmental entity: _____

Will any of the work under this contract be performed by a SC certified Minority Business as a subcontractor? Yes NO

If so, what percentage of the total value of the contract will be performed by a SC certified Minority Business as a subcontractor? Yes NO

Will any of the work under this contract be performed by a minority business certified by another governmental entity as a subcontractor? Yes NO

If so, what percentage of the total value of the contract will be performed by a minority business certified by another governmental entity as a subcontractor? Yes NO

If a certified Minority Business is participating in this contract, please indicate all categories for which the Business is certified:

- Traditional minority
- Traditional minority, but female
- Women (Caucasian females)
- Hispanic minorities
- DOT referral (Traditional minority)
- DOT referral (Caucasian female)
- Temporary certification
- SBA 8 (a) certification referral
- Other minorities (Native American, Asian, etc.)

(If more than one minority contractor will be utilized in the performance of this contract, please provide the information above for each minority business.)

FACULTY/STAFF PERMITS FOR SCHOOL YEAR 2013/2014

<u>DESIGNATION</u>	<u>NUMBERS</u>	<u>TOTAL</u>
B	0001-0350	350
Bp	0001-0100	100
BW	0001-0150	150
C	0001-0150	150
CLA	0001-0100	100
CDC	0001-0100	100
D	0001-0300	300
E	0001-0250	250
H	0001-0700	700
K	0001-0100 (2 of each #)	200
M	0001-0200	200
MM	0001-0050	50
N	0001-0200	200
P	0001-0050	50
U	0001-0150	150
X	0001-0025	25
Y	0001-0100	100
Z	0001-4000	4000
RS	0001-0700 (2 of each #)	1400
SHC	0001-0050	50
WC	0001-0020	20
HC	0001-0500	500
TRUSTEE	No Numbers	50
BOARD OF VISITORS	No Numbers	50
TOTAL		9245

Expiration date to be August 15, 2014

STUDENT PERMITS FOR SCHOOL YEAR 2013/2014

<u>DESIGNATION</u>	<u>NUMBERS</u>	<u>TOTAL</u>
S	0001-3000 & 5000-5250	3250
CS	0001-4000	4000
GS	0001-2200	2200
GV (Expires January 1, 2014)	0001-0700	700
GV (Expires May 15, 2014)	0701-1400	700
GV (Expires August 15, 2014)	1500-1550	50
TOTAL		10,900

Expiration date to be August 15, 2014 (unless otherwise specified)

GARAGE PERMITS FOR SCHOOL YEAR 2013/2014

<u>DESIGNATION</u>	<u>NUMBERS</u>	<u>TOTAL</u>
AVG (expires January 1, 2014)	0001-0050 (Z)	50
AVG (expires May 15, 2014)	0051-0150 (Z)	100
AVG (expires August 15, 2014)	0151-0350 (Z)	200
BA (expires January 1, 2014)	0001-0330 (Z)	330
BA (expires May 15, 2014)	0001-0330 (Z)	330
BA (expires August 15, 2014)	0001-0330 (Z)	330
BA (Blanks)	No Numbers	100
BG (expires January 1, 2014)	0001-1200	1200
BG (expires January 1, 2014)	1201-1300 (Z)	100
BG (expires May 15, 2014)	2001-3200	1200
BG (expires May 15, 2014)	3201-3300 (Z)	100
BG (expires June 1, 2014)	3401-3500	100
BG (expires July 1, 2014)	5001-5200	200
BG (expires August 15, 2014)	5301-5500	200
BG (expires August 15, 2014)	5601-5700 (Z)	100
BK (expires January 1, 2014)	0001-0034 (Z)	34
BK (expires May 15, 2014)	0001-0034 (Z)	34
BK (expires August 15, 2014)	0001-0034 (Z)	34
BK (Blank)	No Numbers	34
BS (expires January 1, 2014)	0001-1600 (Gate 1)	1600
BS (expires January 1, 2014)	1601-2200 (Gate 2)	600
BS (expires January 1, 2014)	2201-2300 (Gate 1) (Z)	100
BS (expires January 1, 2014)	2301-2400 (Gate 3) (Z)	100
BS (expires May 15, 2014)	2401-4000 (Gate 1)	1600
BS (expires May 15, 2014)	4001-4600 (Gate 2)	600
BS (expires May 15, 2014)	4601-4800 (Gate 1) (Z)	200
BS (expires May 15, 2014)	4801-5000 (Gate 3) (Z)	200
BS (expires June 1, 2014)	5001-5150 (Gate 1)	150
BS (expires June 1, 2014)	5301-5450 (Gate 2)	150
BS (expires July 1, 2014)	5601-5850 (Gate 1)	250
BS (expires July 1, 2014)	5851-6100 (Gate 2)	250
BS (expires August 15, 2014)	6101-6300 (Gate 1)	200
BS (expires August 15, 2014)	6401-6650 (Gate 2)	250
BS (expires August 15, 2014)	6901-7400 (Gate 1) (Z)	500
BS (expires August 15, 2014)	7401-7800 (Gate 3) (Z)	400
BS (Blank)	No Numbers	200
DPG (expires January 1, 2014)	0001-0500	500
DPG (expires January 1, 2014)	0601-0700(Z)	100

DPG (expires May 15, 2014)	0801-1800	1000
DPG (expires May 15, 2014)	1901- 2200 (Z)	300
DPG (expires June 1, 2014)	2301-2400	100
DPG (expires July 1, 2014)	2501-2700	200
DPG (expires August 15, 2014)	2801-3000	200
DPG (expires August 15, 2014)	3101-3600 (Z)	500
DPG (Blank)	No Numbers	100
DPR (expires January 1, 2014)	0001-0300 (Z)	300
DPR (expires May 15, 2014)	0001-0300 (Z)	300
DPR (expires August 15, 2014)	0001-0300 (Z)	300
HG (expires January 1, 2014)	0013-0231 (Z)	219
HG (expires May 15, 2014)	0013-0231 (Z)	219
HG (expires August 15, 2014)	0013-0231 (Z)	219
HG (Blank)	No Numbers	100
HS (expires January 1, 2014)	0001-0017 (Z)	17
HS (expires May 15, 2014)	0001-0017 (Z)	17
HS (expires August 15, 2014)	0001-0017 (Z)	17
HS (Blank)	No Number	17
HZG (expires January 1, 2014)	0001-0700	700
HZG (expires January 1, 2014)	0801-1000 (Z)	200
HZG (expires May 15, 2014)	2001-2700	700
HZG (expires May 15, 2014)	2701-2900 (Z)	200
HZG (expires June 1, 2014)	2901-3100	200
HZG (expires July 1, 2014)	3201-3400	200
HZG (expires August 15, 2014)	3501-3750	250
HZG (expires August 15, 2014)	3801-4050 (Z)	250
MS (expires January 1, 2014)	0001-0030 (Z)	30
MS (expires May 15, 2014)	0001-0030 (Z)	30
MS (expires August 15, 2014)	0001-0030 (Z)	30
PG (expires January 1, 2014)	0415-1396	982
PG (expires January 1, 2014)	0415-1396 (Z)	982
PG (expires May 15, 2014)	0415-1396	982
PG (expires May 15, 2014)	0415-1396 (Z)	982
PG (expires June 1, 2014)	0415-1396	982
PG (expires July 1, 2014)	0415-1396	982
PG (expires August 15, 2014)	0415-1396	982
PG (expires August 15, 2014)	0415-1396 (Z)	982
PG (Blank)	No Numbers	100
SG (expires January 1, 2014)	0001-1100	1100
SG (expires January 1, 2014)	1201-1300 (Z)	100

SG (expires May 15, 2014)	2001-3100	1100
SG (expires May 15, 2014)	3201-3400 (Z)	200
SG (expires June 1, 2014)	3501-3700	200
SG (expires July 1, 2014)	5001-5400	400
SG (expires August 15, 2014)	5501-5800	300
SG (expires August 15, 2014)	5901-6100 (Z)	200
SG (Blanks)	No Numbers	100
SP (expires January 1, 2014)	0001-0046 & 0075	47
SP (expires January 1, 2014)	0001-0046 & 0075 (Z)	47
SP (expires May 15, 2014)	0001-0046 & 0075	47
SP (expires May 15, 2014)	0001-0046 & 0075 (Z)	47
SP (expires June 1, 2014)	0001-0046 & 0075	47
SP (expires July 1, 2014)	0001-0046 & 0075	47
SP (expires August 15, 2014)	0001-0046 & 0075	47
SP (expires August 15, 2014)	0001-0046 & 0075 (Z)	47
SP (Blank)	No Numbers	100
SU (expires January 1, 2014)	0001-0029 (Z)	29
SU (expires May 15, 2014)	0001-0029 (Z)	29
SU (expires August 15, 2014)	0001-0029 (Z)	29
SU (Blank)	No Number	29
SSG (expires January 1, 2014)	0001-0152 (Z)	152
SSG (expires May 15, 2014)	0001-0152 (Z)	152
SSG (expires August 15, 2014)	0001-0152 (Z)	152
SSG (Blank)	No Number	50
TOTAL		32395

Expiration date as specified

BICYCLE DECALS

<u>DESIGNATION</u>	<u>NUMBERS</u>	<u>TOTAL</u>
Bicycle	11402-13000	1599

No Expiration Date

MOTORCYCLE DECALS

<u>DESIGNATION</u>	<u>NUMBERS</u>	<u>TOTAL</u>
MC	0001-0600	600

Expiration date to be August 15, 2014

SPECIAL PERMITS

<u>DESIGNATION</u>	<u>NUMBERS</u>	<u>TOTAL</u>
Admin Permit (Red background)	0001-0350	350
Limited Access (Dark Blue background)	0001-0350	350
Vendor Permit (Dark Purple background)	0001-400	400
TOTAL		1100

Expiration date to be August 15, 2014

SEMESTER STICKERS

<u>DESIGNATION</u>	<u>NUMBERS</u>	<u>TOTAL</u>
Blank (Expires January 1, 2014)	no numbers	200
Blank (Expires May 15, 2015)	no numbers	200
Blank (Expires August 15, 2015)	no numbers	200
TOTAL		600

SPECIFICATIONS FOR PARKING PERMITS FOR SCHOOL YEAR 2013 – 2014

Inside Application Repositional PERMITS

MATERIAL: 4 mil. clear Polyester with 3 mil. clear matte liner. A tough, flexible, transparent polymer film with a specially treated printing surface backed by a colorless, low-tack (removable) pressure sensitive adhesive, which is protected by an easy-release, moisture-resistant, lay-flat liner which resists curl.

FEATURES: Adhesive on permit should remain "open" for at least one year of normal use. Permit shall be fade resistant and must remain legible for one year. Permits must be guaranteed to perform satisfactorily in the heat and not break in the cold and withstand the general intended use. When correctly applied permit must remain until intentionally removed. Permit must be able to be removed and reapplied.

SIZE: Approximate size is 2 3/4" X 4 3/4". Shape to be consistent with submitted artwork.

COLORS: As indicated on examples, black and garnet (not red).

PRINTING: Permits to be printed on one side. All printing and numbering on permits shall be done using sun resistant inks that will remain in good legible condition for a period of one year after permit has been in use on vehicle.

For Columbia campus repositional permits only: Add holographic reflective border element, design consisting of sixteen (16) double alternating square blocks. This seal is to be visible from the viewing side of the permit. See artwork example provided.

Art work samples will be provided for other campus cling-cal permits.

NUMBERING: Permits shall be consecutively numbered in accurate sequences using 7/8 " numbers. All prefixes to be 1 1/4" in height. See attached sample for exact font size and style.

BARCODE: Include barcode on Columbia campus permits. See artwork provided.

PACKAGING: All permits to be wrapped and packaged in lots of no more than 100 in designated groups. The outside of each package is to be marked according to the permit prefix and numbers. All inside boxes and shipping containers are to be sealed with safety tape.

LINER: The protective liner used shall be an easy-release type and shall be removed by peeling without the use of water or other solvents. The liner shall have printed instructions for attaching permit to vehicle. Instructions to read as follows:

THE ATTACHED PARKING PERMIT IS VALID FOR PARKING IN DESIGNATED AREAS ONLY:

1. To be valid, permit must be affixed to rear window on left (driver's) side so it will be visible to anyone standing at rear of vehicle.
2. Glass must be clean and dust free. Remove previous permit.
3. To apply, remove protective cover sheet from front of permit. Press permit on inside glass, making sure edges are adhered to glass surface.
4. Permit may be easily transferred by lifting any corner and gently pulling away from glass.

BASIC STATIC CLING PERMITS

MATERIAL: Permit shall be manufactured using a highly plasticized vinyl, opaque white, 8 mils in thickness.

FEATURES: Permits shall function without a pressure-sensitive adhesion. Provides removable, reusable graphics that work without adhesives when applied to a clean smooth surface. Permit shall be fade resistant and must remain legible for one year. Permits must be guaranteed to perform satisfactorily in the heat and not break in the cold and withstand the general intended use. When correctly applied permit must remain until intentionally removed.

SIZE: Approximate size is 2 3/4" X 4 3/4". Shape to be consistent with submitted artwork.

COLORS: As indicated on examples. Black, gray, and garnet (not red)

PRINTING: Permits to be printed on one side. All printing on permits shall be done using sun resistant inks that will remain in good legible condition for a period of one year after permit has been in use on vehicle.

NUMBERING: None

PACKAGING: Permits to be packaged in lots of no more than 100. The outside of each package is to be marked accordingly. All inside boxes and shipping containers are to be sealed with safety tape

LINER: The protective liner used shall be an easy-release type and shall be removed by peeling without the use of water or other solvents. The liner shall have printed instructions for attaching permit to vehicle. Instructions to read as follows:

THE ATTACHED PARKING PERMIT IS VALID FOR PARKING IN DESIGNATED AREAS ONLY:

1. To be valid, permit must be affixed to rear window on left (driver's) side so it will be visible to anyone standing at rear of vehicle.
2. Glass must be clean and dust free. Remove previous permit.
3. To apply, remove protective cover sheet from front of permit. Press permit on inside glass, cling side facing out, making sure edges are adhered to glass surface.
4. Permit may be easily transferred by lifting any corner and gently pulling away from glass. Cling qualities may be refreshed by rinsing permit in cold water and drying before reapplying to glass.

REPOSITIONAL SPECIAL PERMITS:

MATERIAL: 4 mil. clear Polyester with 3 mil. clear matte liner. A tough, flexible, transparent polymer film with a specially treated printing surface backed by a colorless, low-tack (removable) pressure sensitive adhesive, which is protected by an easy-release, moisture-resistant, lay-flat liner which resists curl.

FEATURES: Adhesive on permit should remain "open" for at least one year of normal use. Permit shall be fade resistant and must remain legible for one year. Permits must be guaranteed to perform satisfactorily in the heat and not break in the cold and withstand the general intended use. When correctly applied permit must remain until intentionally removed. Permit must be able to be removed and reapplied.

SIZE: Approximate size is 2 3/4" X 2 3/4". Shape to be consistent with submitted artwork.

COLORS: As indicated on examples.

PRINTING: Permits to be printed on one side. All printing and numbering on permits shall be done using sun resistant inks that will remain in good legible condition for a period of one year after permit has been in use on vehicle.

NUMBERING: Permits shall be consecutively numbered in accurate sequences using 5/8" numbers.

PACKAGING: All permits to be packaged in lots of no more than 100 in designated groups. The outside of each package is to be marked according to the permit prefix and numbers. All inside boxes and shipping containers are to be sealed with safety tape.

LINER: The protective liner used shall be an easy-release type and shall be removed by peeling without the use of water or other solvents. The liner shall have printed instructions to read as

follows:

Affix permit to rear window on left (driver's) side so
as to be visible to anyone standing at rear of vehicle
Press permit on inside glass
making sure edges are adhered to glass surface.
Remove previous permit.

Note: For providing service only.

Avoid extended periods of parking. This permit is valid in unmarked
spaces in faculty/staff, and student lots only. Permit is NOT valid in
USC Service vehicle, State vehicle, Reserved, Handicap or Meter spaces.
All vehicles must be parked head-in. Back-in parking
is prohibited in all USC lots, including meter spaces.

PERMIT USE WILL BE MONITORED

HANG-TAG PERMITS

MATERIAL: Hang-tag shall be manufactured using a heavy, durable, sunlight resistant, .023" filled polypropylene. Polyethylene material is not acceptable. The permits must be guaranteed to perform satisfactorily in the heat and not break in the cold and withstand the general intended use with daily handling and transferring.

SIZE: Approximate size is 2 3/4" X 4 3/4". Shape of hang-tag to be consistent with submitted artwork (standard size).

COLORS: As indicated on examples. Red to be comparable to PMS 201.

PRINTING: Permits to be printed on both sides. All printing and numbering on permits shall be done using sun resistant inks that will remain in good legible condition for a period of one year after permit has been in use on vehicle.

NUMBERING: Permits shall be consecutively numbered on both sides in accurate sequences using 3/8 " numbers. All prefixes and handicapped emblems to be 5/8" in height.

PACKAGING: All permits to be packaged in lots of no more than 100 in designated groups. The outside of each package is to be marked according to the permit prefix and numbers. All inside boxes and shipping containers are to be sealed with safety tape.

DECALS – REFLECTIVE (Lancaster campus decal)

MATERIAL: Designed for use as reflective annual stickers on smooth surface. The sheetings are pre-coated with pressure sensitive adhesive protected by a removable paper liner, which shall be scored to facilitate removal.

Material has a counterfeit-proof mark integral in the sheeting, making unauthorized reproduction extremely difficult. The marks are visible during daylight but disappear by reflected light at night.

Stickers processed of this material shall be moisture resistant, free from ragged edges, cracks and blisters. They shall not craze, check nor flake.

SIZE: 2 3/4" X 4 3/4"

ADHESIVE: The reflective material shall include a pre-coated pressure sensitive adhesive which may be applied without the necessity for additional adhesive, water, other solvents or heat techniques. This pre-coated adhesive must permit application at temperatures as low as 32 degrees F.

LINER : The protective liner used shall be an easy-release type and shall be removed by peeling without the use of water or other solvents. The liner shall be slit to aid in application of decal and shall have printed instructions for attaching decal to vehicle. Instructions to read as follows:

THE ATTACHED PARKING DECAL IS VALID FOR PARKING IN DESIGNATED AREAS ONLY:

1. Remove previous decal.
2. Clean and dry back window glass surface, driver's side.
3. Peel off protective backing.
4. Affix decal so as to be visible to anyone standing at rear of vehicle.

CLEAR COAT: The decal shall be clear coated after all printing and numbering is completed. Clear coat to be as recommended by the processor to be compatible with the sheeting and shall remain clear while providing additional abrasion resistance.

WEATHERING QUALITIES: The complete decal shall be guaranteed not to fade, crack or peel and shall remain in legible condition for one year. They shall be further guaranteed, if correctly applied, to adhere for one year.

COLORS: As indicated on art work examples. Red to be comparable to PMS 201.

NUMBERING: Permits shall be consecutively numbered. See Purchase requisition for number sequence.

PACKAGING: Group to be wrapped in packages of no more than 100. The outside of each package is to be marked according to decal prefix and numbers.

DECALS – REFLECTIVE (motorcycle and bicycle decal)

MATERIAL: Designed for use as reflective annual stickers on smooth surface. The sheetings are pre-coated with pressure sensitive adhesive protected by a removable paper liner, which shall be scored to facilitate removal.

Material has a counterfeit-proof mark integral in the sheeting, making unauthorized reproduction extremely difficult. The marks are visible during daylight but disappear by reflected light at night.

Stickers processed of this material shall be moisture resistant, free from ragged edges, cracks and blisters. They shall not craze, check nor flake.

SIZE: 2" X 3" (motorcycle) 2 ½" X 1 ½" (bicycle)

ADHESIVE: The reflective material shall include a pre-coated pressure sensitive adhesive which may be applied without the necessity for additional adhesive, water, other solvents or heat techniques. This pre-coated adhesive must permit application at temperatures as low as 32 degrees F.

LINER FOR MOTORCYCLE: The protective liner used shall be an easy-release type and shall be removed by peeling without the use of water or other solvents. The liner shall be slit to aid in application of decal and shall have printed instructions for attaching decal to vehicle. Instructions to read as follows:

THE ATTACHED PARKING DECAL IS VALID FOR PARKING IN DESIGNATED AREAS ONLY:

1. Remove previous decal.
2. Clean and dry fender surface.
3. Peel off protective backing.
4. Affix decal so as to be visible to anyone standing at rear of vehicle.

LINER FOR BICYCLE: Blank

CLEAR COAT: The decal shall be clear coated after all printing and numbering is completed. Clear coat to be as recommended by the processor to be compatible with the sheeting and shall remain clear while providing additional abrasion resistance.

WEATHERING QUALITIES: The complete decal shall be guaranteed not to fade, crack or peel and shall remain in legible condition for one year. They shall be further guaranteed, if correctly applied, to adhere for one year.

COLORS: As indicated on examples. Red to be comparable to PMS 201.

NUMBERING: Permits shall be consecutively numbered.

for Motorcycle: Prefixes and numbers to be 9/16" in height.

for Bicycle: Numbers to be 7/16" in height (see art work)

PACKAGING: Group to be wrapped in packages of no more than 100. The outside of each package is to be marked according to decal prefix and numbers.

SEMESTER STICKERS – REFLECTIVE FOIL:

MATERIAL: Designed for use as reflective annual stickers on smooth surface. The sheetings are pre-coated with pressure sensitive adhesive protected by a removable paper liner, which shall be scored to facilitate removal.

Stickers processed of this material shall be moisture resistant, free from ragged edges, cracks and blisters. They shall not craze, check nor flake.

SIZE: 1" x 1" for semester stickers

ADHESIVE: The reflective material shall include a pre-coated pressure sensitive adhesive which may be applied without the necessity for additional adhesive, water, other solvents or heat techniques. This pre-coated adhesive must permit application at temperatures as low as 32 degrees F.

LINER: Blank

CLEAR COAT: The sticker shall be clear coated after all printing is completed. Clear coat to be as recommended by the processor to be compatible with the sheeting and shall remain clear while providing additional abrasion resistance.

WEATHERING QUALITIES: The complete sticker shall be guaranteed not to fade, crack or peel and shall remain in legible condition for one year. They shall be further guaranteed, if correctly applied, to adhere for one year.

COLORS: As indicated on example



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Artwork Examples

MC Permit



Semester Stickers



Artwork Examples

Limited Access



Admin Permit



Vendor Permit



Vehicle Management
and Parking Services



Vendor Permit

Expires 8/15/2012

Artwork Examples

Bicycle Permit

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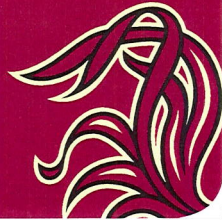
▲ BEND AND PEEL ▲





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