

**New York State WIC Program  
2007 WIC Check Stock Invitation for Bids (IFB)**

**Questions and Answers**

The following Q&A listing was prepared based on inquiries from the March 21, 2007 bidders' conference, and written inquiries received from potential bidders by the Division of Nutrition, Bureau of Supplemental Food Programs by March 26, 2007.

1. **QUESTION:** The IFB states that the State submits orders to the contractor electronically through e-mail. Does the e-mail list all 210 delivery sites and the orders for each site?

*ANSWER: The State currently e-mails the check stock contractor an Excel spreadsheet. The spreadsheet lists the monthly order amounts by delivery site.*

2. **QUESTION:** The 2005 WIC Check Stock IFB required bidders to provide a box of check stock as a sample. The current 2007 WIC Check Stock IFB states that samples are required to show that bidders can provide a product with the security features described in the IFB. Instead of printing a box of sample check stock, can a bidder submit samples of products that the bidder's company provides to other customers as long as those samples demonstrate the types of security features in the check stock IFB?

*ANSWER: Yes. The purpose of the required sample is for the bidder to demonstrate the bidder's ability to produce secure documents. The bid sample may include different types of documents which together demonstrate the IFB check stock specifications. For example, a bidder's sample may include one sample document with a void pantograph and another sample document using prismatic printing, etc. (See IFB Section D.14. "BID SAMPLES – All Bidders".)*

*Note: Although bidders are not required to produce a box of check stock, the selected contractor will be required to perform a test run and provide a box of printed check stock in order for the State to approve the final product. (See IFB Section D.15. "PROOFS – Selected Contractor Only".)*

3. **QUESTION:** The requirements permit some substitution of security features for others specified in the IFB, as long as they have the same functionality. Is this correct?

*ANSWER: Yes. Where stated in the IFB, the final check stock product may include functionally-equivalent security measures to those described.*

4. **QUESTION:** Regarding the ink specifications on the back of the check stock: Is it necessary to have bleeds on the top and bottom on the back of the sheet?

*ANSWER: The back of the current check stock prints without borders (bleeds on all four sides). The specifications for the back of the check include the custom artificial watermark, the check endorsement lines, and a pattern of uneven spaced lines (or functionally-equivalent design to deter cut-and-paste attempts). (See IFB Section D.4.b.)*

*The specification in IFB Section D.2 that the check stock “bleeds three sides” applies to the front of each check. The front of each check bleeds left, top and right, with a white space reserved at the bottom of the check for the MICR line.*