

Quote Request

Design of 2015 Winter Newsletter (News & Views)

Quotes due October 9, 2015 @ 11:00 a.m.

Fax to Debbie Norkevicius at (412) 456-5007

SCOPE OF WORK

News & Views, 12 pages, self-cover

- Concept, design, computer graphics and typesetting
- Hi-Res digital photos of approximately 15-20 supplied
- Color Proofs (3 total)
- Production of mechanicals to disk or pdf. for printer
- Courier charges/telephone charges
- WEB ready pdf
- Must include 3 revisions to the layout as requested by the client in the total cost
- Previous newsletter flat size – 11 X 17 folded to 5 ½ X 8 ½ saddle stitched
- **Printing of newsletter will be a separate bid**
- A sample copy is available for review upon request.

Please contact Debbie Norkevicius at 412.456.5000 Ext. 8505 or
Debbie.Norkevicius@HACP.org with any questions about the above scope.

Quote Request

Design of 2015 Winter Newsletter (News & Views)

Quotes due 10/9/15 @ 11:00 a.m.

Contract award will be based on lowest total bid amount

Total Bid Amount: \$ _____

Total Bid Amount in words: \$ _____

(Please print clearly)

Company Name: _____

Address: _____
(of company)

Signature: _____

Print Name: _____
(of person signing)

Phone Number: _____ Fax: _____

Email: _____