

Quote Request

Printing of Housing Choice Voucher Briefing Packets

Quotes due July 14, 2016 @ 2:00 p.m.

Fax to Debbie Norkevicius at (412) 456-5007

Scope of Services

HCV Briefing Packet:

1,000 Packets needed

- Cover – 4/0 65# Cardstock – White Gloss
- Interior – 128 Pages (+ 4 for Cover) which includes print on both sides – 4/4 – 70# - offset. All inside pages to be perforated.
- Finished Size – 8-1/2” x 11”
- Finish: Fold, Saddle Stitch & Trim
- PDF of Artwork provided by HACP to the winning Vendor

Please Note: Text may be modified, but size & number of pages will not change.

Special Instructions: Bid does not include additional work. If additional work is required, vendor must have written approval from HACP prior to work being performed.

Please contact Debbie Norkevicius at 412.456-5000 ext 8505 or at Debbie.Norkevicius@HACP.org with any questions about the above scope

Quote Request

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Due: 7/14/2016 at 2 pm

Total Bid amount for all work: \$ _____

Total Bid amount _____ dollars
In words

Contract award will be based on lowest total bid amount

(Please print clearly)

Company Name: _____

Signature: _____

Print Name: _____
(of person signing)

Address: _____
(of company)

Phone Number: _____ Fax: _____

Email: _____