

Quote Request

Printing of Recertification Packet and Accompanying Envelopes

Quotes due August 17, 2018 @ 2:00PM

**Fax to Brandon Havranek at (412) 456-5007 or
email to Brandon.Havranek@HACP.org**

HCV Recertification Packet

Scope of Work:

1. Recertification Packet:

Cover – 4/0– 65# Cardstock – White Gloss – 11”x 17” – Flat Size

Interior (36 pages, which includes print on both sides) – 4/4 – 70# offset – 11”x 17” - Flat Size

Finished Size – 8-1/2”x 11”

Finish: Fold, Stitch & Trim

All Pages perforated along 11” side

PDF of Artwork Provided

Delivery of all Packets & Envelopes to 200 Ross Street, Ste. 705, Pittsburgh, PA 15219

Color Proof – Hard copy requested.

2. Envelope 1:

9” x 12” 24# White Woven Open Ended Envelope

Print 4/0 (Including HACP Logo and Return Address in Upper left corner and also the HACP Return Address in Center (Addressee Section)

3. Envelope 2:

10”x 13” – 24# White Woven Open Ended Envelope

Print 4/0 (Including HACP Logo and Return Address in Upper left corner).

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.

For more information or questions, please contact Brandon Havranek @ 412-456-5000 x8546 or Brandon.Havranek@HACP.org

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Quotes due 8/17/2018 @ 2:00 p.m.

Printing	Quantity	Costs
Section 8/HCV Recertification Packet	1,500	\$
Envelope 2 (9" X 12" – 24#)	1,500	\$
Envelope 2 (10" X 13" – 24#)	1,500	\$
TOTAL		\$

Total Cost: \$ _____

Total Cost: \$ _____
(in words)

Contract award will be based on lowest responsive and responsible bid amount

(Please print clearly)

Company Name: _____

Address: _____
(of company)

Signature: _____

Print Name: _____
(of person signing)

Phone Number: _____ Fax: _____

Email: _____