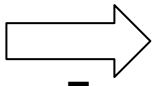


Quote Request

Printing and Mailing of 2022 Summer News & Views Newsletter



Quotes due June 27, 2022 at 2:00 PM

Email to Samantha.Tirk@HACP.org or fax 412-456-5007

Scope of Work

2022 HACP Summer Newsletter (News & Views) Printing and Mailing only (Design by other)

#1

Quantity: 8,700 (estimated) pieces to include: pieces have our standard postage permit # for Pittsburgh, Pennsylvania

Size: 11"x17": finished folded size 8.5"x 5.5"

Addressed and tabbed (addresses provided via email in an excel file to awarded vendor)

Delivered to US Post Office for mailing

NOTE: If our postage permit #248 is invalid in your state or location add postage as a separate line item.

#2

Quantity: 200 pieces without postage or addressed, delivered/shipped to Housing Authority of the City of Pittsburgh

Size: 11"x17": finished folded size 8.5"x 11"

Number of Pages: 12 pages, self-cover

Stock: 80# White glossy text.

Ink Color: 4/4 process color throughout

Other: Full Bleeds, Color proof –PDF, Trimmed, saddle stitched and folded, digital files supplied by customer, Aqueous coating throughout

Quote Request

Printing and Mailing of 2022 Summer News & Views Newsletter

Artwork by: MJ Creative Team: Michael Vogel, 724-309-6770 or John Rossey, 412-508-6988

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.

Ship balance of New & Views to:

**Housing Authority of the City of Pittsburgh
Community Affairs Department
201 Kirkpatrick Street
Pittsburgh, PA 15219**

For more information or questions, please contact Samantha Tirk @ 412-456-5000 x 2900 or Samantha.Tirk@HACP.org.

Quote Request

Printing and Mailing of 2022 Summer News & Views Newsletter

Quotes due June 27, 2022 at 2:00 PM

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: _____