

MRPC Bid Sheet for Annual Report

MRPC Annual Report: 400 copies.....\$ _____

All type and photos will be camera-ready and delivered in electronic format (designed in InDesign).

Cover:

- At least 80# cover stock, silk cover or white matte finish, recycled stock (minimum 30 percent post-consumer recycled fiber). Recycled stock preferred. Sample required.
- Four-color CMYK printing on outside. Some artwork and photos may include some solid and screened-tint elements.
- Four-color CMYK color on inside. Color may bleed.
- Front cover graphic may bleed; Up to 8 photographs
- Finished size is 8 1/2 inches by 11 inches (Vertical layout)

Company and Name of stock bid _____

Interior Pages

- 80# text white recycled, enamel finish. Sample required.
- 48 pages (+4 Pages)
- Four color CMYK
- The report will have approximately 30-40 photographs. Some may bleed.
- Report must be assembled (Stapled)

Please provide details on stock bid and include sample. _____

Plus or minus 4 pages in report\$ _____

Photos (cost each if not included in above price)\$ _____

Other costs (Please Specify)\$ _____

Delivery deadline is no later than Friday, October 19, 2018. When do you need to receive materials to meet this deadline? _____

Additional Information or Comments _____

MRPC has done business with many of the area printers. However, if you have not done business with MRPC, we ask that you provide three references with daytime phone numbers. Please provide two to three samples of similar work, also.

1. _____
2. _____
3. _____

Submitted by: _____

Company: _____ Date: _____

Phone: _____

MRPC Bid Sheet for Annual Dinner Invitations Materials

1. **Invitations:** 650 quantity.....\$ _____
All type will be camera-ready.
• 80# cover stock, silk cover or white matte finish, recycled stock (minimum 30 percent post-consumer recycled fiber). Recycled stock preferred. Sample required with bid.
• Four-color printing on outside, includes photos. Some artwork may include some solid and screened-tint elements.
• One color on inside.
• Color may bleed on both sides.
• No embossing on the invitation.
• Finished size of invitations: Flat size is 7 inches by 10 inches. Folded size is 7 inches by 5 inches.
• Will need to be scored and folded prior to delivery.
Company and Name of Stock Bid _____
Is stock recycled: Yes No (If yes, what percentage _____)

2. **650 reservation return cards**.....\$ _____
• Silk cover or white matte finish, recycled stock preferred that will compliment invitation. Sample required.
• Size: 4 1/4 by 5 1/2 inches
• One ink printed on one side.
• Camera ready
Company and Name of Stock Bid _____
Is stock recycled: Yes No (If yes, what percentage _____)

3. **650 reservation-return envelopes**\$ _____
• White stock (minimum 30 percent post-consumer recycled fiber). Recycled stock preferred.
• A-2 size to accommodate 4 1/4 by 5 1/2 inch RSVP card
• Blue ink on white envelope, delivered camera ready.
Are envelopes recycled? Yes No

4. **650 A-7 envelopes for invitations**\$ _____
• White Stock. Recycled stock preferred.
• No printing
• Must be available prior to delivery of printed invitations.
Are envelopes recycled? Yes No

Other costs (Please Specify).....\$ _____

TOTAL PRICE\$ _____

Delivery deadline for printed stationary is no later than Tuesday, Sept. 4, 2018. When do you need to receive materials to meet this deadline? _____

Additional Information or Comments _____

Submitted by: _____ Phone: _____
Company: _____ Date: _____

Please refer to bid specifications for complete information.