****

**Response Form for Pricing Information on Basic Printing Items**

Please note: SDWP will provide artwork (logos, photos, etc.) for printing needs. Bidders must provide a price for items and quantities listed below. Please make additional recommendations, if desired.

The cost of set up, if applicable, should be indicated with subsequent print jobs being listed at a lower rate.

The quantities below are estimates and will be used for comparison purposes.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **ITEM** | **INK** | PAPER | **TURNAROUND TIME** | **QUANTITY\*** | **PRICE/COST** |
| **Photocopying** | **Black & white 4/color** | **#20 black and white** **#28 color** |  | **Per impression** | (please specify single and double sided) |
| **Bi-fold brochure** | **4/color**  | **11x17” folds to 8.5 x 11”****111# Pacesetter Silk Cover**  |  | **500/1,000/2,000**  |  |
| **Business Cards** | **Black/PMS 208 front and back** **2/color CMYK****Digital CMYK** | [INSERT PAPER TYPE here] |  | **250/500**  |  |
| **Letterhead** | **Black/PMS 208****4/color CMYK** | **Classic Crest, Solar White 8.5” x 11” 24#** |  | **5,000**  |  |
| **Envelopes #10** | **Black/PMS 208****4/color CMYK** | **Classic Crest, Solar White, 24#** |  | **5,000**  |  |
| **Note Cards**  | **4/color**  | **8.5” x 5.5” (fold to 1.25”x5.5”) #100 uncoated cover**  |  | **500**  |  |
| **Note Card Envelopes** | **Black & white**  | **Envelopes 70# uncoated A-2 size** |  | **500** |  |
| **Signage**  | **4/color** | **18” x 24” and 24” x 36” - ½” thick foamcore / coroplast or similar** |  | **1 individual sign****10 (same copy)** |  |
| **Presentation Folders** | **Black & white** **4/color** | **12” x 18” folded to 9 x 12”, 2 interior pockets, 2 cuts for business cards, 14 pt gloss coated cover** |  | **100 /250/ 500** |  |
| **Post Cards**  | **Black & white 4/color** | **4x6”**[INSERT PAPER TYPE here] |  | **500 /1,000** | (please specify single and double sided) |
| **Flyers** | **4/color** | **8.5x11, ¼ page**[INSERT PAPER TYPE here] |  |  | (please specify single and double sided) |
| **Flyers** | **4/color** | **11x17”** |  | **500/1,000**  | (please specify single and double sided) |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Design fee** |  |  |  |  |  |

\*Please list tiered pricing if available based on volume.