



Request for Proposals Printing & Delivery Specifications

January 5, 2021

The Tampa Bay Regional Planning Council is requesting bids for the printing and delivery of the 2021 Disaster Planning Guides. **Specifications may change during document design. Please provide estimates based on the following:**

Description: 2021 Disaster Planning Guides – 6 versions, 4 counties
English Versions: Citrus, Hernando, Manatee, Sarasota
Spanish Versions: Manatee, Sarasota

Quantity: Total – 170,000 (minimum)

Customer to furnish: PDF or EPS files, Image files: 300 dpi

Pages: Range of 12-16 pages double-sided, exact page numbers to be determined.

Size: 8.5"x11", double-sided, with folded map insert

Ink: Provide estimates for: #1. color, and #2. B/W with color cover and color map insert.

Stock: Process on 50# #5 Gloss text (72 bright)

Prepress: Proofs

Bindery: Provide estimates for varying binding options.

Prefer Pack in Boxes of 200

Delivery: 1-4 delivery sites per county.

Schedule: Source files will be available on or before March 15, 2021 for print proofing. Final PDF files available April 16, 2021. Please provide the proposed production schedule, from receipt of proofs to delivery.

Please provide additional cost per 1,000 guides.

Proposals must be received by noon on Friday, January 22, 2021 via email or delivery. No faxed proposals. All proposals received after noon will be rejected. Respond to Wren Krahl, wren@tbrpc.org or 727-570-5151, ext. 22.

The Tampa Bay Regional Planning Council reserves the right to reject any and all proposals.