Department of Management & Budget

PRINT AND MAIL CONSULTING SERVICES

BID REQUEST

Contact: Kristin Bergan | Today's Date: 6-4-08

Phone #: 517-322-1570 | Fax #: 517-322-5968

Job Description

Title: DCH 0172 WIC Income Calculation Form – English / Spanish Version

	COMMENTS
Quantity: 30,000 Sets	**Copy:** Electronic File **Sample:** Available **Proof:** Required **2 part snap out form** 8-1/2" x 11" with ¾" stub Perforated at the top **Page 1:** 20# White Bond. Must have NCR strip for Signatures line only on back. Signature lines must line up page 1 to page 2. Carbon Back (NCR) Strip is 5/8" wide along bottom of 8-1/2" edge. Note: Client signs back of Pink copy. Signature is transferred to back of White copy. **Page 2:** 15# Pink NCR (Carbon Front) **Note: Must be wrapped with front facing out.** Price: _____ Price Each: _____ Signature: _____ Company: _____
Finish Size: 8-1/2" (W) x 11"(L)	
Flat Size: 8-1/2" x 11-3/4"	
# of Pages: 4	
# of Sheets: 2	
Sides: 2	
Text Stock: 20# White Bond & 15# Pink NCR **Bleeds?** No	
Cover Stock: **Bleeds?**	
Ink: Black	
Bindery: Collate	
Packing: Shrink wrap 100 per package	

BIDS MUST BE RECEIVED BY 6-6-08 @ 2:00 P.M.

The Department of Management and Budget awards bids on best price and value to the state. In some situations, the lowest bidder may not receive an award because the bid does not provide best value. Examples include past quality concerns or inability to meet requirements. Only prequalified vendors will be considered.

– EFFECTIVE 10/1/05, You MUST be registered to receive payment via Electronic Funds Transfer (EFT). If you are NOT registered for EFT, payment for this purchase order may be delayed. –

Delivered F.O.B. | No Overs / No Unders

All printing must be done within the State of Michigan as per Public Act 153 of 1937, as amended.