



UC HASTINGS - Quote # 56-0619
Due: 01/14/16 Close of Business (4:00 p.m. PT)
To: purchasing@uchastings.edu

Alumni Philanthropy Annual Report Printing

Scope of Work:

Provide Printing Services for the mentioned project:

Annual Report for Philanthropy (Attachment: A)

Description: 40 pages + Cover with fold in back cover that has a glue pocket for an insertable remit device, Saddlestitched

Flat Size: Cover 24.75"w x 11.5"h (might need to be less wide for the back flap cover...24.625"w); Text 16.5"w x 11.5"h

Finished Size: 8.25"w x 11.5"h

Paper: Cover 80# Finch Fine Ultra Smooth Cover; Text 80# Finch Fine Ultra Smooth Text

Ink: Cover 5/5, 4C Process + PMS; Text 4/4 4C Process (heavy ink coverage)

Bindery: Trim, Diecut Cover, Glue Pocket, Saddlestich

Proof Needed, Spinjet and high res composites

Delivery to First Class Plus in CA

Qty -7500

Mailing Envelope

Size: 9" x 12" prefab booklet envelope

Quantity: 7,500

Paper: 28# White Wove

Ink: 1/0 with option for 2/0, PMS (no heavy or solid coverage)

Bindery: None

Proof Needed (electronic and hard copy)

Delivery to First Class Plus in CA

1 PMS: 7500

2 PMS: 7500

Remoistenable Envelope Remit Device

Flat Size: 8.25" x 13.25"

Finished Size: 3.75" x 8.25"

Quantity: 7,500

Paper: 60# Opaque Smooth Text

Ink: 2/1, PMS

Bindery: Trim, Perf/Score, Fold, Remoist Glue

Proof Needed (electronic and hard copy)

Delivery to First Class Plus in CA

Qty -7500**Quote:**

Firm Price Quote

Total: \$_____

Terms:

Payment Terms: Net 30

Circle discount: 2% - 10, Net 30 1% - 10, Net 30

Credit Card Accepted: Yes___ No___

X_____

Authorized Signature of Respondent

UC Hastings Terms and Conditions attached and agreed to by signing

Company Name