

26COR-067 - PRINTING SERVICES, PROMOTIONAL ITEMS

Questions & Answers

3/10/2026

Pre-Bid Meeting Webinar Recording: [067 Printing Services & Promotional Items Pre-Bid Conference Meeting-20260205_200240UTC-Meeting Recording.mp4](#)

1. Can we bid on some of the items and submit "No Bids" on the others. We do not deal with printed brochures, paper items, etc.

Respondents may submit proposals on any or all line items included in the solicitation. While it is the Lead Agency's intent is to award a vendor capable of supporting national volume, suppliers are encouraged to submit proposals that align with their capacity, including limitations related to the number of items offered or delivery scope. Awards may be made on a line-item, category, or other best-value basis, as determined by the Lead Agency.

2. We would greatly appreciate it if you could provide us with the award information and bid tabulation from the last time this was bid.

This is a new solicitation with no previous awards. No historical pricing or incumbent contract information is available.

Additionally, we would like to clarify whether we are required to bid on all items or if we can submit a bid only for the envelopes.

Reference Question #1.

3. Can you please provide full printing and finishing specs for all printed items?

The Section O – Market Basket Exercise [Excel] is a scenario-based exercise. These are not exact specifications as there are no estimated quantities or usage from the Lead Agency. This exercise is a means to compare pricing against suppliers for a fair, “apples-to-apples”, uniform evaluation. Please use industry standards where specifications are undefined and use the notes column to explain.

There is a revised Section O – Market Basket Exercise [Excel] as of March 10, 2026.

Additionally, as a reminder, Section O – Cost Proposal [Excel] is where suppliers provide their proposed NTE pricing across all in-scope products and services; this is a complete “contract catalog” if selected for award.

4. Can you please provide manufacturer item numbers for all Promotional and Apparel products to be quoted?

Reference Question #3.

5. Are we to assume that all color printed items are not printed with PMS colors?

Suppliers may assume **industry standard four color process (CMYK)** unless otherwise noted. If a supplier's pricing assumes a different production method, the supplier should clearly identify that assumption in the appropriate column of the pricing sheet.

Reference Question #3 for additional information.

6. Some print products have higher end specs not traditionally purchased in lower quantities due to cost. Can you confirm specs and quantities to be quoted?

Reference Question #3.

7. P46 to P55 Can you confirm exact widow sizes and placement on each envelope, or can we quote an industry standard double window envelope?

Please reference Question #3.

8. U7-10 Bleed costs are different by product and cannot be singularly quoted for all jobs, i.e. bleeds on a digitally produced flyer vs. a commercial produced flyer (dictated by volume) have different costs. Bleeds for a poster vs. a business card have different costs, etc. Can you be more specific about the product and volumes you need bleeds quoted for?

There is a revised Section O – Market Basket Exercise [Excel] as of March 10, 2026.

9. U18 Comment - Rush production is not available for all products or instances. There is not a singular percentage of base price rush charge that can be applied equally to commercial, digital print jobs and all apparel & promotional orders.

There is a revised Section O – Market Basket Exercise [Excel] as of March 10, 2026.

10. F03 – How many pages are being bound? Can you confirm the back – cardstock, linen, regency?

Reference Question #3.

11. F06 – Please confirm stock to be folded and scored.

Reference Question #3.

12. F08 – Are we including chipboard backer?

There is a revised Section O – Market Basket Exercise [Excel] as of March 10, 2026.

13. F10 – Mylar coated or paper tabs?

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14. M08 - Pick Pack Ship - What are the items to be picked and packed? What are the dimensions and weights of the products? What kind of envelope or box is required? What shipping service do you need - overnight, ground, etc? Can you provide a sample kit to quote?

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15. M09 - Kitting - What is the makeup of the kit? What are the dimensions and weights of products? Are products being shipped to us? If yes, how long will we hold prior to shipping out the final kit? What kind of envelope or box is required? What shipping service do you need - overnight, ground, etc? What is the cadence of kits going out? How many kits to an order? Can you provide a sample kit order to quote?

There is a revised Section O – Market Basket Exercise [Excel] as of March 10, 2026.

16. M10 - Warehouse Storage – How many SKU's? How many pallets per SKU? What is the turnover of the SKU's? R02 - Customized pens do not come in small quantities for purchase. Can you confirm quantity tiers?

Reference Question #3.

17. R03 - Custom imprinted totes do come in low quantities but are generally a much higher price point than public sector agencies buy. Can you confirm quantities to be quoted and provide specific tote product number?

Reference Question #3.

18. R05 - Stickers ordered on demand in low quantities are much more expensive as a UOM. It has been our experience that business/public sector does not generally order like this. Can you please confirm quantity tiers.

Reference Question #3.

19. R05 - For accuracy purposes, can you detail what you mean by, “cut to shape”. Rectangle, circle or something highly custom? If custom, can you provide artwork to illustrate?

Reference Question #3.

20. R06 - Lanyard minimum orders start in the 100–150-piece range. Can you provide the manufacturer item number for the lanyard you want to order in quantity 25?

Reference Question #3.