

Invitation to Bid 16-49: Design Service and Printing/Mailing Services

Bid Opening: December 9, 2016

Department: Public Information Division

Solicitation Method: 2 phase: (1) Qualification of Proposers; (2) Lowest responsive, responsible qualified bidder

BIDDER ADDRESS CITY, STATE CONTACT CONTACT #	STRATHMORE COMPANY 2000 GARY LANE GENEVA, IL 60134 JACK TINNEY 630-232-9677 X121 (phone)	AURORA FASTPRINT 54 E. GALENA BLVD. AURORA, IL 60505 KIMBERLY GRANHOLM 630-896-5980 (phone)	KELMSCOTT COMMUNICATIONS 1665 MALLETTE RD AURORA, IL 60505 SCOTT VORIS 630-898-2183
COMPLIANCE TO REQUIREMENTS			
Bidder's Certification	yes	yes	yes
Bidder's Tax Certification	yes	yes	yes
Contact Information	yes	yes	yes
QUALIFICATION OF PROPOSERS			
Cover Letter - narrative	yes	yes	yes
Evidence of 5yrs service	not provided	not provided	yes
References from 5 clients	yes	yes	yes
Samples of 5 publications	yes	on disc	yes
Bidder Meets Qualifications	Qualified	Qualified	Qualified
PRICE PROPOSAL			
Design Service			
Design Service Aurora Borealis	no bid x 6 issues/year =	\$ 600.00 x 6 issues/year = <u>\$ 3,600.00</u>	\$ 2,000.00 x 6 issues/year = <u>\$ 12,000.00</u>
Design Cost Per Page	no bid /per pg	\$ 50.00 /per pg	\$ 160.00 /per pg
Proofs & Edit of 3rd & each additional	/per review	0 /per review	\$ 225.00 /per review
Guaranteed Turn Around within	calendar days	<u>7 calendar days</u>	<u>8 calendar days</u>
Failure to meet Turn Around	%discount of design service	0 %discount of design service	10 %discount of design service
Printing/Mailing Service			
Printing Services	\$ 1,638.00 /10,000 x 6.8 = \$ 11,138.40	\$ 2,063.49 /10,000 x 6.8 = \$ 14,031.73	\$ 1,992.00 /10,000 x 6.8 = \$ 13,545.60
Mailing Services	included /10,000 x 6.7 = \$ -	included /10,000 x 6.7 = \$ -	\$ 192.00 /10,000 x 6.7 = \$ 1,286.40
sub-total (printing & mailing 68k 12 pg issues)	<u>\$ 11,138.40</u>	<u>\$ 14,031.73</u>	<u>\$ 14,832.00</u>
TOTAL: 6 issues/year	<u>\$ 66,830.40</u>	<u>\$ 84,190.39</u>	<u>\$ 88,992.00</u>
Unit cost per printed page	\$ 0.0136 /page	\$ 0.05 /page	\$ 0.04 /page
Guaranteed Printing Turn Around	8 days	21 *days	6 days
Guaranteed Delivery to Post Office	2 days	3 days	3 days
TOTAL Turn Around Time	<u>10 calendar days</u>	<u>24 calendar days</u>	<u>9 calendar days</u>
Failure to meet Turn Around	0 %discount of Print/Delivery service	10 %discount of Print/Delivery service	2 %discount of Print/Delivery service