



Request for Quote # 812

The Early Learning Coalition of Miami-Dade/Monroe ("the Coalition"), a Florida not-for-profit corporation, is seeking **Printable DVD Inserts**. In order to select a vendor to deliver the above-referenced services, the Coalition requests a quote for services based on the specifications listed below. The quote for services will include the following information: company name and address with year incorporated, if applicable; total amount for services; and the quote should be signed and dated by an authorized representative of the vendor. Upon receipt of all quotes, the Coalition will review and make a decision based on the best value offered. Most importantly, the selected vendor will be required to enter into an agreement with the Coalition so to guarantee the specifications listed, as well as to ensure adherence to all applicable state and/or federal laws.

The Coalition would like to thank you in advance for your time and attention to this matter. Should you have any questions and/or comments, please submit them no later than **Wednesday, August 13th, 2008** via the contact information listed below.

Description of Services:

Printing

Guide comes in 3 languages - English, Spanish, and Creole - and the ratio of each will be 50% English, 30% Spanish, and 20% Creole.

- **Quantities to quote:**
2500 - 1250 English/ 750 Spanish/ 500 Creole
5000 - 2500 English/ 1500 Spanish/ 1000 Creole
10000 - 5000 English/ 3000 Spanish/ 2000 Creole
- **Printing Specs:**
Size: Flat 12 x 9; Final 6 x 9 - inside pages
Size: Flat 18 x 9; Final 6 x 9 cover
 - 8 page + cover with Die pocket for DVD
- **Paper Type:**
Cover: 80lb cover house stock gloss sheet 4 pager
Text: 80lb text house stock gloss sheet 8 pager
- **Ink:** 4/4
- **Binding:** Saddle stitched, score and fold.

Please submit your quote no later than **Monday, August 18, 2008** to Early Learning Coalition located at 2555 Ponce de Leon, Suite 500, Coral Gables, FL 33134.

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