

# STATE OF S.C. PRINTING SPECIFICATION SHEET

The S.C. Government Printing Services Manual (1-1-98) shall be made a part of all Printing Procurement by reference.  
MARK THE BOXES AND FILL IN THE BLANKS THAT ARE APPLICABLE.  SEE ATTACHED SPECIFICATIONS.

VENDOR \_\_\_\_\_ AUTHORIZED SIGNATURE \_\_\_\_\_

DESCRIPTION: MTC Pocket Folders 2014 (3 folders) AGENCY: Midlands Technical College

AGENCY CONTACT: Ann Poulos PHONE NUMBER: (803) 691-3682

QUANTITY (per issue): 30,000\* ISSUES (per year): 1 FLAT SIZE: 19.5"x 16" FOLDED SIZE: 9" x 12"

PAGES: 4  PLUS COVER  SELF COVER  OTHER: \_\_\_\_\_

STOCK: Text: \_\_\_\_\_ Other: \_\_\_\_\_

Cover: 100# Accent Opaque Smooth Cover Other: \_\_\_\_\_

INK: Text -  1 Color \_\_\_\_\_  2 Color \_\_\_\_\_  3 Color \_\_\_\_\_  4 Color Process

5 Color \_\_\_\_\_  6 Color \_\_\_\_\_  Other: \_\_\_\_\_  Bleeds (No. \_\_\_\_\_)

Covers 1 & 4 -  1 Color \_\_\_\_\_  2 Color \_\_\_\_\_  3 Color \_\_\_\_\_  4 Color Process

(Front & Back)

5 Color \_\_\_\_\_  6 Color \_\_\_\_\_  Other: \_\_\_\_\_  Bleeds (No. \_\_\_\_\_)

Covers 2 & 3 -  1 Color \_\_\_\_\_  2 Color \_\_\_\_\_  3 Color \_\_\_\_\_  4 Color Process

(Inside front

Inside Back)

5 Color \_\_\_\_\_  6 Color \_\_\_\_\_  Other: \_\_\_\_\_  Bleeds (No. \_\_\_\_\_)

MECHANICAL: Composition and Layout provided by -  Printer  Agency  Camera Ready  Negatives Furnished

Other: \_\_\_\_\_

MEDIA: Electronic Transmission -  Modem  E-mail  Other: \_\_\_\_\_

Media Format -  IBM Comp.  Macintosh  Other: \_\_\_\_\_  File Copied to Media  File Printed to Media

Media Type-  3.5" Floppy  44/88/200/270 Syquest  EZ 135 Syquest  3.5" Magneto Optical

5.25" Magneto Optical  5.25" Compact Disk  Iomega ZIP  Iomega Jazz  Other: \_\_\_\_\_

Layout Program -  Quark Express (Vers. # \_\_\_\_\_)  PageMaker (Vers. # \_\_\_\_\_)  Other: \_\_\_\_\_

Graphics Program -  Illustrator (Vers. # \_\_\_\_\_)  Freehand (Vers. # \_\_\_\_\_)  PhotoShop (Vers. # \_\_\_\_\_)  Other: \_\_\_\_\_

Typefaces provided by -  Vendor  Agency Typeface Brand: \_\_\_\_\_ Fonts used: \_\_\_\_\_

Color Separating by -  Vendor  Agency Color Trapping by -  Vendor  Agency

PRINTER:  PostScript  PCL  Other: \_\_\_\_\_

Imaging Resolution Required -  600 dpi  1200 dpi  2400 dpi  Other: \_\_\_\_\_

B&W SCANS: Line Screen Required: \_\_\_\_\_ Scan Resolution Required: \_\_\_\_\_ Size: \_\_\_\_\_ (No. \_\_\_\_\_) Size: \_\_\_\_\_ (No. \_\_\_\_\_)

FOUR-COLOR SCANS/ Line Screen Required: \_\_\_\_\_ Scan Resolution Required: \_\_\_\_\_

## SEPARATIONS:

Provided by:  Printer  Agency  Min. size(No. \_\_\_\_\_)  1/2 Page (No. \_\_\_\_\_)  Full Page (No. \_\_\_\_\_)

Agency will provide  Transparency  Print  Art  Other: live digital

Type of proof:  Match Print  Dye Sublimation  Other \_\_\_\_\_

PROOFS:  Laser (Sets \_\_\_\_\_)  Page (Sets \_\_\_\_\_)  Blueline (Sets \_\_\_\_\_)  Other \_\_\_\_\_

FOLDING:  Yes  No  Type half SPECIAL APPLICATIONS:  Die Cut  Scoring  Perforations (No. \_\_\_\_\_)

BINDING:  Saddle Stitch  Perfect Bind  Side Staple  3 Hole Drill  Collated

Plastic Bind (Color \_\_\_\_\_)  Wire Bind  Other \_\_\_\_\_

PACKAGING:  Boxed 100 per box  Wrapped \_\_\_\_\_ per pkg.  Shrink Wrapped \_\_\_\_\_ per pkg.

COPY READY DATE: November 28, 2014 DELIVERY DATE REQUIRED: December 12, 2014

Inside Delivery MTC NE, Airport & Harbison Campuses, sample to Chernoff Newman (Charleston)

ALL COPY, PROOFS, ETC. MUST BE PICKED UP AND DELIVERED IN PERSON BY CONTRACTOR REPRESENTATIVE WHO IS KNOWLEDGEABLE AND CAPABLE OF DISCUSSING THE CONTRACT

# COST SCHEDULE

## Printing Specifications

Total Cost For Job/Issue \$ \_\_\_\_\_

Delivery Date \_\_\_\_\_

Vendor \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Optional costs will be used to adjust the cost for changes to specifications. All items marked must be filled out or bid may be rejected for being non-responsive.

Cost per 5000 for additional quantities at pressrun \$ \_\_\_\_\_

Cost per 5000 for less quantities at pressrun \$ - \_\_\_\_\_

Cost per reprint in lots of 5000 within one year of award \$ \_\_\_\_\_

Cost per signature to:  Add 2 page signature \$ \_\_\_\_\_  Delete 2 page signature \$ \_\_\_\_\_

Cost per signature to:  Add 4 page signature \$ \_\_\_\_\_  Delete 4 page signature \$ \_\_\_\_\_

Cost per signature to:  Add 8 page signature \$ \_\_\_\_\_  Delete 8 page signature \$ \_\_\_\_\_

Cost per signature to:  Add 16 page signature \$ \_\_\_\_\_  Delete 16 page signature \$ \_\_\_\_\_

Cost per page for negative and re-stripping \$ \_\_\_\_\_

Cost for customer alteration: Laser Proof \$ \_\_\_\_\_ Page/Blueline (per line) \$ \_\_\_\_\_

Cost per B&W Scan: Minimum \$ \_\_\_\_\_ Half Page \$ \_\_\_\_\_ Full Page \$ \_\_\_\_\_

Cost per duotone: Minimum \$ \_\_\_\_\_ Half Page \$ \_\_\_\_\_ Full-Page \$ \_\_\_\_\_

Cost per color separation: Minimum \$ \_\_\_\_\_ Half-Page \$ \_\_\_\_\_ Full-Page \$ \_\_\_\_\_

**Additional Information:**

1. \*Total folders - 30,000 (10,000 each of 3 different designs)
  - folder 1 (4/1 PMS plus flood full bleed satin aqueous coating) - see specs on attached pg.
  - folder 2 (4/4 plus flood full bleed satin aqueous coating) - see specs on attached pg.
  - folder 3 (4/4 plus flood full bleed satin aqueous coating) - see specs on attached pg.
2. Vendor must supply MTC Marketing Communication Office with 2 or 3 comparable samples for approval if requested
3. Absolutely no substitutions on paper stock per SC regulations. Agency may ask for documentation.
4. All components of the job must be done in-house
5. Press check required for designer
6. Please add cost for +/- 5000 of each (Version 1, 2 & 3)
7. No overages or under runs
8. Quality is critical - folder is full coverage full bleed on both sides - absolutely no streaking or offset
9. Finishing is critical - stock must be printed, scored, die-cut and folded so that edges do not crack. Please verify grain direction of stock before printing so as to ensure that it does not crack
10. Vendor must be able to transmit and receive files digitally in case of alterations
11. Job must be run on a 6-color press and satin coated in-line...
12. Printer must be within a 150 mile radius of MTC Airport Campus so that the agency is able to work directly with the printer
13. Quote must include packaging, shipping & delivery
14. Please refer any design questions to Elizabeth Rogers at 843.972.1170.

## POCKET FOLDER

### MIDLANDS TECHNICAL COLLEGE / VERSION 1

Quantity: 10,000 +/-1000

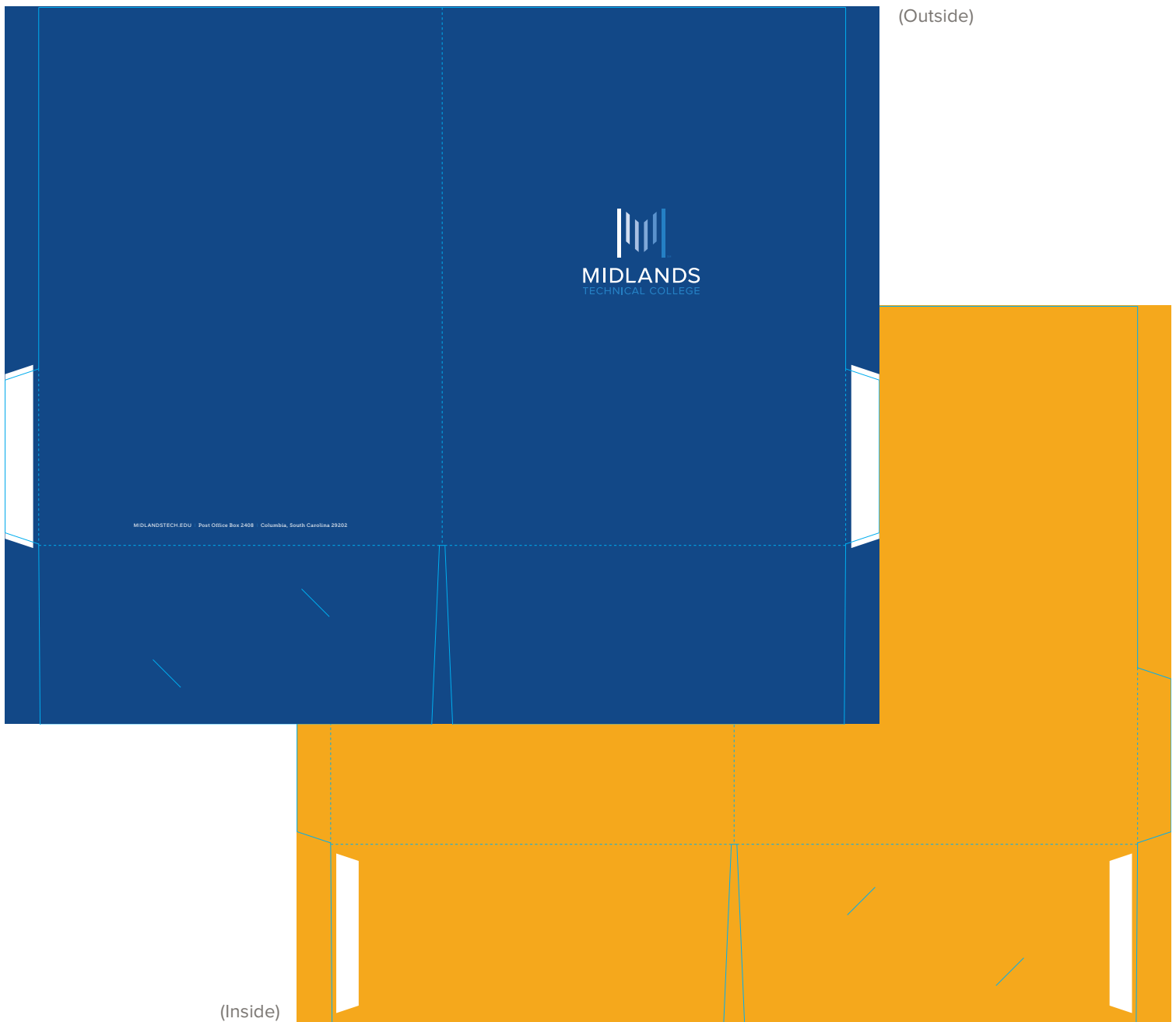
Finished size: 9" x 12" with 4" pockets and business card slit (right pocket)

Flat size: 19.5" x 16"

4/1 (CMYK / PMS 129 @ 92% density) with bleeds

Paper: 100# Accent Opaque White Smooth Cover

Coating: Satin Aqueous



## POCKET FOLDER

### MIDLANDS TECHNICAL COLLEGE / VERSION 2

Quantity: 10,000 +/-1000

Finished size: 9" x 12" with 4" pockets and business card slit (right pocket)

Flat size: 19.5" x 16"

4/4 (CMYK) with bleeds

Paper: 100# Accent Opaque White Smooth Cover

Coating: Satin Aqueous

### MIDLANDS TECHNICAL COLLEGE / VERSION 3

Quantity: 10,000 +/-1000

Finished size: 9" x 12" with 4" pockets and business card slit (right pocket)

Flat size: 19.5" x 16"

4/4 (CMYK) with bleeds

Paper: 100# Accent Opaque White Smooth Cover

Coating: Satin Aqueous