



Office of Tourism

6087 NYS Route 19N – Suite 100
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November 16, 2021

Re: Request for Quote for Printing

Allegany County intends to print a new Tourism Guide for 2022 with a fold-out map. The Design is expected to be ready by mid-December 2021. We are now looking for quotes for the printing, production, boxing, shipping to Belmont, NY 14813 with a target date of receipt for all boxes by January 14, 2022.

- The materials will be as follows:
 - Quantity: 30,000
 - 80# Silk Cover
 - Text - 60# Silk Text
 - Map - 60# Offset Text
 - Flat Size: Booklet - 17 x 11 Map - 16 x 16
 - Final Size: Booklet - 8.5 x 11 Map - 3 x 8
 - 4 pg cover prints 4/4, 32 pg text prints 4/4, map prints 4/4
 - Guide: Score cover, fold, saddle stitch, carton pack (25 lbs. max)
 - Map: Trim, fold, fugitive glue on page inside cover
 - Deliver to Belmont, NY 14813 Bid to include delivery. Delivery is to arrive at our location (14813) between 9:00 a.m. and 3pm with proper notification at least 24 hours’ notice of actual time.

Please breakdown your quote along these aspects:

- Production Coordination, Digital Proofs, Color Proofing
 - \$ _____
- Paper
 - \$ _____
- Printing
 - \$ _____
- Boxes/Pallets
 - \$ _____
- Shipping
 - \$ _____

Packaging: Pack in cartons not to exceed 25 pounds, each carton should be LABELED with “2022 WNY WILDS TRAVEL GUIDE” and quantity of guides in the carton. Cartons must be packed to fit, no filler paper in top of carton.

Please return your quote by Tuesday November 30, 2021 12 Noon to H. KIER DIRLAM, Tourism Project Manager, 6087 NYS Route 19, Suite 100, Belmont, NY 14813.

