

REQUEST FOR QUOTATION	<b>TROY SCHOOL DISTRICT</b> 1140 RANKIN, TROY, MICHIGAN 48083 248-823-4052 FAX: 248-823-4077	REQUISITION
No. <b>9589</b>		
DUE DATE <b>2-12-09</b> NO LATER THAN <b>3 p.m.</b>		DATE <b>1-29-09</b>

**REQUEST FOR QUOTE - NOT AN ORDER**

THIS FORM MUST BE UTILIZED WHEN RESPONDING TO THIS REQUEST  
 BID ENVELOPE ENCLOSED

**THE RFQ NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE, THIS IS NOT AN ORDER**

Quantity	DESCRIPTION	UNIT PRICE	AMOUNT
	<p>Please supply us with your bid to furnish the Troy School District with <b>MAP UPDATING &amp; PRINTING.</b></p> <p style="text-align: center;">Copies of the bid are available at:</p> <p style="text-align: center;"><a href="http://www.troy.k12.mi.us/purchasing/items_out_for_bid.htm">www.troy.k12.mi.us/purchasing/items_out_for_bid.htm</a> (left column)</p> <p style="text-align: center;">Bid recaps will be available at:</p> <p style="text-align: center;"><a href="http://www.troy.k12.mi.us/purchasing/items_out_for_bid.htm">www.troy.k12.mi.us/purchasing/items_out_for_bid.htm</a> (right column)</p> <p style="text-align: center;"><b><u>FACSIMILE BID IS NOT ACCEPTABLE</u></b></p> <p>Bids will not be accepted if submitted after the deadline specified (local time) in the advertisement to bid or in the information to bidders. The late submission of a bid makes the bid nonrepsonsive and is a material defect which shall not be waived by the Board of Education. Delays in the mail will not be considered. All Late bids in the mail will be returned to the bidder unopened.</p> <p>Proposal for the submission of alternatives by vendors will be accepted and reviewed. However, if any substitution or departure is not clearly noted and described, it will be understood that the bid intends to exactly meet the specifications.</p> <p>The Board of Education shall be the sole judge as to whether the proposed goods are "equal" or "approved". Quotations must be mailed or delivered to the Purchasing Office, 1140 Rankin, Troy, MI 48083 no later than 3 p.m. on the date shown above. Michigan State Sales and Use Taxes and Federal Excise Taxes do not apply unless otherwise indicated. Exemption certificates will be furnished when necessary. This request imposes no obligations on the buyer. The Board of Education reserves the right to accept or reject any or all bids or to split awards by items or to accept bids, which will best serve the Board of Education.</p>		

**THIS AREA MUST BE FILLED IN**

DELIVERY TIME	PRICES FIRM FOR	NAME OF COMPANY	TELEPHONE NO.
TERMS		NO. & STREET	FAX #
FOB DELIVERED	ALL DELIVERY CHARGES MUST BE INCLUDED IN PRICES SHOWN	CITY, STATE & ZIP CODE	E-MAIL
CONTACT PERSON (PLEASE PRINT)		SIGNATURE	DATE



# **TROY SCHOOL DISTRICT**

## **BID# 9589**

### **MAP UPDATING AND PRINTING**

The Troy School District is seeking qualified bidders to update the district map of building locations and attendance areas. Responding bidders must adhere to the following specifications:

- Design and reprint District map including updating of any/all new streets within City of Troy, Michigan. The district wishes to maintain the style and overall “feel” of the current map (provided as sample).
- Addition of new school “International Academy East”
- Four-color printing, both sides including highlighting attendance areas of individual schools
- Awarded vendor to supply web-based charts for Troy School District Website
- Paper stock must be comparable to provided sample
- Overall size (unfolded) to be 25” x 30” folded dimensions 7-1/2” x 8-1/4”
- Initial order will be 5,000 copies with ability to order re-prints as needed

Troy School District will provide awarded vendor the following updates:

- New list of school buildings with updated addresses
- New stock image for cover
- New gold logo
- Updated informational text (yellow area on back of current map)

**TROY SCHOOL DISTRICT  
BID# 9589  
MAP UPDATING AND PRINTING**

Cost for initial order (5,000 copies) \$ \_\_\_\_\_

Shipping to 1140 Rankin, Troy, MI 48083 \$ \_\_\_\_\_

Any other charges (must specify) \$ \_\_\_\_\_

Cost for re-orders (state minimum re-order size) \$ \_\_\_\_\_

Minimum re-order size \_\_\_\_\_

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Contact Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Email

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone #

Please provide three references of similar work completed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Troy School District  
Map Updating & Printing  
Bid 9589**

	<b>Springer Cartographics</b>	<b>Novo Print USA</b>	<b>Eureka Cartography</b>
<b>Cost for Initial Order</b>	\$ 5,275.00	\$ 6,750.00	\$ 10,100.00
<b>Shipping</b>	225.00	included	included
<b>Other Charges</b>	OPTIONAL \$5,000	0	0
<b>Cost for Re-Orders</b>	\$1,540 / \$1,665 incl. shipping	\$3,000 + shipping	not possible to quote
<b>Min. Re-order size</b>	500 / 1000	2,500	1,000

*Red Barn Plat Books: No Response  
34 North: No Response*