

RFP # 09-05

Promotional / Branded Merchandise RFP

Q&A

- Q) Page THREE under SECTION TWO, the following items for bid, Item D on page FOUR does not mention any size requirements. What size(s) are you requesting to bid on? I.E. 3x6ft, 3x5ft etc...?
- A) Item D Banners: 3' x 8'
- Q) Item E. Lift Top Brand. I believe you are referring to Lift Top, by Digispec. Assuming this, there are a variety of sizes, thickness and two weights to choose from. In addition "1 color plus background" is requested. What size(s) are to be bid on? There are also a variety of backgrounds to choose from, stock image and custom images.
- A) Lift Top is correct and it is referring to the style not a particular brand. Size 1.5mm x 7.5"x8", black background with custom 1 color image.
- Q) Section Two, Item D: What size banner do you need? Is this banner meant to be displayed inside or outside or both?
- A) 3'x8' polyflag banner. Interior or exterior irrelevant since we are specifying a particular type.
- Q) Section Two, Item E: What size is this mousepad? Do you have a website and/or picture to reference on this mousepad?
- A) A lift top style mouse pad, Size 1.5mm x 7.5"x8", black background with custom 1 color image. The image portrayed at this link: <http://www.digispec.com/mousepads/frameit-lift.php>
- Q) When will the award be presented?
- A) By September 1, 2009
- Q) How long is the contract term?
- A) 3 years with 2 year possible extension

Q) Regarding the 100% fully compostable and biodegradable bags is there any other requirements that must be met?

A) No

Q) Regarding the banners, what is the size needed?

A) 3' x 8'

Q) Regarding the mousepads, is there a size and thicknesses requested?

A) Size 1.5mm x 7.5" x 8"

Page three (3), Section Two-Scope of Services – 1000% fully compostable & biodegradable bags:

Q) Will there be any special packaging needed? If so, please describe?

A) No special packaging

Q) Would you like us to look at the next quantity breaks, to show difference in price?

A) No

Q) Do you have a particular color in mind for the bags (ie: clear, white, blue, red, etc)?

A) Green

Q) Are you able to forward us a copy of the EPS/Vector artwork that will be used on the bags?

A) No has not been created

Page three-four (3-4), Section Two-Scope of Services – B. Clear Face Static Sticker

Q) Will there be any special packaging needed? If so, please describe?

A) No

Q) Would you like us to look at the next quantity breaks, to show difference in price?

A) No

Page Four (4), Section Two-Scope of Services – C. T-shirts

Q) Will there be any special packaging needed? If so, please describe?

A) No

Q) Would you like us to look at the next quantity breaks, to show difference in price?

A) No

Q) Are you able to forward us a copy of the EPS/Vector artwork that will be used on the Static Stickers?

A) No has not been created

Page Four (4), Section Two-Scope of Services – D. Banner

Q) Will these banners be used for indoor or outdoor use?

A) Not determined at this point, we typically hang polyflag indoors however

Q) Will there be any special packaging needed? If so, please describe?

A) No

Q) Would you like us to look at the next quantity breaks, to show difference in price?

A) No

Q) Are you able to forward us a copy of the EPS/Vector artwork that will be used on the banners?

A) No has not been created

Page Four (4), Section Two-Scope of Services – E. Mousepads

Q) Are you open to other brands that are not the See Through Lift-Top brand, but have similar product features?

A) Yes

Q) What size and thickness mousepads are you looking for (dimensions/mil thickness)?

A) Size 1.5mm x 7.5"x8"

Q) Do you have a particular mousepad base and surface material in mind (heavy duty rubber, medium duty foam, vynex surface etc)?

A) Medium duty foam

Q) Will there be any special packaging needed? If so, please describe?

A) No

Q) Would you like us to look at the next quantity breaks, to show difference in price?

A) No

Q) Are you able to forward us a copy of the EPS/Vector artwork that will be used on the mousepads?

A) No has not been created