

# 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: Viewbook 2022 - Digital Letter Imprint for Envelopes & Shells AGENCY: Francis Marion University

AGENCY CONTACT: Tori Payne PHONE NUMBER: 843.661.1270

QUANTITY (per issue): \_\_\_\_\_ ISSUES (per year): \_\_\_\_\_ FLAT SIZE: \_\_\_\_\_ FOLDED SIZE: \_\_\_\_\_

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

STOCK: Text: 100# Satin Text Other: \_\_\_\_\_

Cover: 110# Satin Cover Other: \_\_\_\_\_

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

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

Covers 1 & 4 -  1 Color Black  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: InDesign CC

Graphics Program -  Illustrator (Vers. # CC)  Freehand (Vers. # \_\_\_\_\_)  PhotoShop (Vers. # CC)  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: 300 dpi

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: \_\_\_\_\_

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

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

FOLDING:  Yes  No  Type \_\_\_\_\_ 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 \_\_\_\_\_ per box  Wrapped \_\_\_\_\_ per pkg.  Shrink Wrapped \_\_\_\_\_ per pkg.

COPY READY DATE: \_\_\_\_\_ DELIVERY DATE REQUIRED: \_\_\_\_\_

Inside Delivery \_\_\_\_\_

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 \_\_\_\_\_ for additional quantities at pressrun \$ \_\_\_\_\_

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

Cost per reprint in lots of \_\_\_\_\_ 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: Per Section "IX. Attachments to Solicitation - Cost schedule already included as Part VIII Bidding Schedule / Price Business Proposal. Do not complete cost schedules from Attachments 1, 2, 3, and 4."**