

The Oak Log
Adviser: Rebecca Byrd
Oak Ridge High School
1450 Oak Ridge Turnpike
Oak Ridge, TN 37830
Phone: 865-425-9601

January 9, 2023

Oak Ridge High School Bid Specifications for the 2023-2024 yearbook
(*The Oak Log*):

Awarding of bid:

Bid will be made on an all or none basis. The right is reserved in the interest of Oak Ridge High School to reject any or all bids and to waive any minor informality in bids received and to award the contract to a vendor other than the low bidder.

General Specifications of the Book:

(Note to bidder: If more than one price program is available, please indicate options and the prices involved.)

Number of copies: 750

Size of book: 9x12

Number of pages: 264

Printing: Printing of the *Oak Log* will be accomplished by offset lithography in the plant of the printer.

Cover: 4-color process color, staff designed: _____
Embossed cover: _____ per book over base cost
Grained cover: _____ per book over base cost
Hard copy of actual cover in advance _____
Lithographed cover: _____ per book over base cost

End sheets: Process color, staff designed end sheets, different front and back _____

Color: All pages in 4-process color on four forms is to be included.

Paper stock: 100 pound double coat gloss enamel, dull enamel, or matte finish.

Publishing: Pages will be submitted online, using company program.

Please detail corrections costs.

Page Proofs: Final proofs on cover, end sheets and all pages. Only proofs showing copy and photographs fully stripped into position will be acceptable.

Delivery: The delivery date for the 2023-2024 *Oak Log* will be no later than April 26, 2024.

Base cost for above specifications:

Yearbook Companies to receive bid letters for 2024 Oak Log

Buff Edmonds
Balfour Publishing
6210 Anderson Dr.
Knoxville, TN 37919

Joanna Pennoyer
Herff-Jones Company
2414 Chastity Way
Knoxville, TN 37909

Shannon Minninger
Walsworth Publishing Company
4000 Malony Road
Knoxville, TN 37920

Kelly Testament
Jostens Publishing Company
9605 Haversack Dr
Knoxville, TN 37922

Kelly Bullock
Lifetouch Publishing Co.
1601 Melody Lane
Knoxville, Tn 37912