

The Oak Log
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Oak Ridge High School Bid Specifications for the 2018-2019 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: 260

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 2018-2019 *Oak Log* will be no later than April 15, 2019.

Base cost for above specifications:
