FRANKLIN COUNTY
PURCHASING DEPARTMENT
INVITATION FOR BID (IFB)

IFB NO: 201810 – ADDENDUM changes in red

TITLE: Printing and Mailing of Personal Property Declaration Forms

Bid Schedule & Deadlines:

August 15, 2018  
Bid Release Date

August 15, 22, 29, 2018  
Advertising Period

August 24, 2018, 8:00 A.M.  
Deadline for Submitting Questions

August 27, 2018 4:30 pm  
Deadline to post Addendum

September 10, 2018 at 9:00 AM  
Deadline to Submit Response

September 10, 2018 at 10:00 AM  
Opening

RFP responses must be received no later than “Deadline to BID”

September 10, 2018 at 9 am

*Awarding is good for one year from awarding date, subject to annual appropriation. *

Kathy Hardeman, Purchasing Agent  
Ann Struttmann, Assistant Purchasing Agent

Phone: 636-584-6274  
Email: purchasing@franklinmo.net

Submittal Instructions: Print this BID Packet in its entirety and complete all pages per instructions. Print the SEALED BID LABEL found in Attachment 1 of this packet and attach to the front of your envelope.
PRICING FORM

201810 Printing and Mailing of Personal Property Declaration Forms

REQUIRED PRICING

The vendor shall complete the following pricing table and provide firm, fixed pricing necessary to meet the mandatory requirements of the solicitation.

All invoices must reflect discounts applied to final order.

Printing to reflect cost per 1,000/total

2018 Assessment List – “Exhibit A” (est. 65,000) ____________________________

2018 Business Assessment List – “Exhibit B” (est. 4,000) ____________________________

2018 Assessment List – “Exhibit C” (est. 9,000) ____________________________

2018 Business Assessment List – “Exhibit D” (est. 1,000) ____________________________

Reply Envelopes – “Exhibit E” (est. 75,000) ____________________________

Mailing Envelopes – “Exhibit F” (est. 75,000) ____________________________

Inserting, Processing ____________________________

Additional fees/explain ____________________________

Total Proposed Pricing ____________________________

Postage Estimate ____________________________

Company Name ____________________________

Authorized Signature ____________________________

Printed name and title ____________________________

Franklin County reserves the right to request supporting documentation for the proposed pricing. In addition, it may be necessary to evaluate the bidder’s expertise and experience in order to award a bid. Franklin County reserves the right to request reference information and/or proof of expertise if necessary.