



College of Charleston

66 George Street
Charleston, South Carolina 29424-0001

ADDENDUM TO INVITATION FOR BID

IFB #: 09.57.DH.Q
TITLE: Printing – First Book
DATE: April 6, 2009

ADDENDUM # 1

The above numbered Invitation for Bid is amended as set forth below.
The Hour and Date specified for receipt of bids [X] remains: April 17, 2009/2:00 PM EDT
Bid Schedule has been amended [X].

Offerors must acknowledge receipt of this addendum prior to the hour and date specified in the Invitation For Bid, or as amended, by one of the following methods: 1) Sign and return a copy of this Addendum, or 2) Reference and acknowledge this Addendum on the offer submitted. Failure to acknowledge addendum may result in rejection of your offer.

If by virtue of this addendum you desire to change an offer already submitted, such change may be made by submitting an amended bidding schedule or by letter, provided such letter makes reference to this solicitation and this addendum and is received prior to the closing date and hour specified.

CHANGES/ADDITIONS:

This addendum is to change the quantity of First Books to be printed from 3,800 to 3,900.

When submitting bid, please use the revised specification sheet and bid schedule included in this amendment.

Company Name and Address

College of Charleston
Procurement Office
Charleston, SC 29424

Authorized Representative

Debbi Hinson, CPPB,
Contracts Administrator

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: _____

Project Name: _____ Agency: _____

Agency Contact: _____ Phone Number: _____

Quantity/issue: _____ Issues/year: _____ Flat Size: _____ Finished Size: _____

Page Count: _____ Plus Cover Self Cover Other _____

Stock: Text _____ Stock: Cover _____

Stock: Other Text _____ Stock: Other Cover _____

Ink: Text 1-color _____ 2-color _____ 3-color _____ 4-color _____ 5-color _____ 6-color _____ Other _____ Bleeds

Ink: Front and Back Cover 1-color _____ 2-color _____ 3-color _____ 4-color _____ 5-color _____ 6-color _____ Other _____ Bleeds

Ink: Inside and Backside Cover 1-color _____ 2-color _____ 3-color _____ 4-color _____ 5-color _____ 6-color _____ Other _____ Bleeds

Layout Provided by: Vendor _____ Agency _____ Other _____

Format: MAC PC Other _____

Delivered via: FTP CD/DVD Other _____

Layout Program: QuarkXPress version _____ Adobe InDesign version _____ Other _____

Graphics Program: Freehand version _____ Adobe Illustrator version _____ Adobe Photoshop version _____ Other _____

Scans: 4-Color Number of Scans _____ Size _____ B&W Number of Scans _____ Size _____

Proofs: Yes No

Special Applications: Die Cut Scoring Perforations (Number _____)

Binding: Saddle Stitch Perfect Bind Side Staple 3 Hole Drill Collated Wire Bind Plastic Bind (color _____) Other

Packaging: Boxed _____ per box Shrink Wrapped _____ per package

File Delivery Date: _____ Delivery Date Required: _____

Delivery Instructions: _____

ALL COPY, PROOFS, ETC. MUST BE PICKED UP AND DELIVERED IN PERSON BY CONTRACTOR REPRESENTATIVE WHO IS KNOWLEDGEABLE AND CAPABLE OF DISCUSSING THE CONTRACT.

STATE OF S.C. PRINTING SPECIFICATION SHEET

Cost Schedule
Printing Specifications

Vendor: _____

Cost for Job/Issue: _____ Taxes: _____

Approximate Shipping Cost: _____ Total Cost For Job/Issue: _____

Delivery Date: _____ 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 _____ page signature \$ _____ Cost per signature to delete _____ page signature \$ _____

Cost per signature to add _____ page signature \$ _____ Cost per signature to delete _____ page signature \$ _____

Cost per signature to add _____ page signature \$ _____ Cost per signature to delete _____ page signature \$ _____

Cost per signature to add _____ page signature \$ _____ Cost per signature to delete _____ page signature \$ _____

Cost for customer alterations: Laser Proof \$ _____ Blueline \$ _____

Cost per black and white scan: Minimum \$ _____ Half Page \$ _____ Full Page \$ _____

Cost per color scan: Minimum \$ _____ Half Page \$ _____ Full Page \$ _____

Cost per color seperation: Minimum \$ _____ Half Page \$ _____ Full Page \$ _____

Additional Information: _____

Multiple horizontal lines for additional information.