

**INVITATION FOR BID SUMMARY REPORT
AND AWARD RECOMMENDATION**

Date: June 23, 2016

Bid Number and Title: IFB 17-01 Newsletter Printing and Mail Prep

Bid Opening Date and Time: June 2, 2016, 2:00 PM

Bids Opened by: Gina Gilpin, Purchasing Agent

Witnessed by: Lynne, DeWilde

Total Bids Received: Five (5)

Bids were received from five (5) vendors for the subject IFB.

The IFB included Option A – Full Color, and Option B – Black and White. In addition, each category had a line item for optional additional pages. The results of the bids are detailed on the Bid Tabulation, attached.

Based on the options chosen for the FY 17 Newsletter; Option A – Full Color with No Additional Pages, the low bidder is Day and Night Printing, with a total cost of \$22,008. This amount also includes the newsletter paper as well as the Mail Prep.

Award is recommended to be made to:

Day & Night Printing, Inc.
8618 Westwood Center Dr.
Vienna, VA 22182

In the amount of \$22,008

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