

**RFP #20240620 Printing / Mailing ISU Postcards**

	RFP Section	Question	Response
1		Should the list contain all 50 states K-12 teachers and administrators/principals?	The list should contain all 50 states. Each state should include K-12 teachers and administrators/principals.
2		How many versions of the postcards should we quote?	There will be one version of the postcard.
3		Can you please provide a previous copy of last year's postcards?	<p>A copy of last year's postcard can be found at <a href="https://www.isu.edu/purchasing/vendor-resources/solicitation-process/solicitation-opportunities/">https://www.isu.edu/purchasing/vendor-resources/solicitation-process/solicitation-opportunities/</a></p> <p>Access this link from the website.</p>
4		Are we drop shipping to a specific post office or to SCF and NDU's?	No, we will not use drop shipping. Postcards will be delivered to your local distribution center and/or in house (if you have the capabilities to do so) in quantities determined by the Albion team.
5		Will ISU have multiple artwork versions?	No, there will be one version of the artwork.
6		If yes, to #5, would the artwork changes be on one or both sides of the postcard?	There will be only one version of the postcard.
7		<p>We do not typically provide our client references with a Q&amp;A or survey to complete and send in for an RFP we are responding to, and this is outside our operational process.</p> <p>If we were to provide you with the reference contact information without the Q&amp;A,/survey information how would that impact our response? Would we be considered "Non-Responsive" and automatically be disqualified or would we lose points on that section?</p> <p>This type of response for references is not something we are willing to ask of or burden our client's with and ask them to submit.</p>	<p>If no reference questionnaires are rec'd for your firm, your proposal will not be found non-responsive.</p> <p>However, you will receive no points in that category.</p>
8		<p>Question regarding: Other</p> <p>"No part of the printing may be outsourced to a third party vendor."</p> <p>The qty on this postcard run is beyond our internal printing capabilities as we have cut sheet digital presses, and since there is not any variable or personalization other than the</p>	Include this information in your proposal.

		address block this specification will require the purchase of offset printed postcards from one of our Print Partners.  Contractor will complete all DP and will inkjet, sort and mail internally.	
9		Will multi-use list purchases be accepted?	You may include multi-use lists in your proposal.
10		May we include more than one cost scenario in our cost proposal?	Yes, you can submit different cost scenarios in your proposal. If the ISU evaluation committee has questions we will ask for clarification as needed.
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