

AG-604 (09/09)

Texas A&M AgriLife
Administrative Services - Purchasing



Printing Bid Request

Job Number: _____

From: Laura Fischer, Buyer II
Texas A&M AgriLife Purchasing
2147 TAMU
College Station, TX 77843-2147
Phone: 979-845-7381 Fax: 979.458.1217

Class & Commodity Code: _____

Date _____ **Bid deadline and opening** _____

Bid opening at Texas A&M AgriLife Purchasing, 3000 Briarcrest Dr., Suite 202, Bryan, TX 77802

For more information about these specifications, contact _____
All bids must be reviewed and approved by this person before the job is awarded.

Publication title _____

R-Doc - number _____

Description _____

Number of pages: Total: _____ **Text:** _____ **Cover:** _____

Quantity _____

Finished size _____ **Flat trim size** _____

Paper(s) Cover _____

Text _____

Ink(s) Cover _____

Text _____

Bindery work _____

Proofs required: Blueline _____ **Color** _____ **Laser** _____

Materials vendor to receive _____

Packaging _____

Other specifications _____

Delivery date _____

Terms: Publications must be shipped postage prepaid to _____ (destination city of publication), and the freight charge included in the bid. Printing negatives become the property of the agency and must be returned, along with all materials supplied by the agency, before payment will be approved.