

Question and Answers #2
MHBE PRINTING SERVICES Solicitation Number: BPM040521

Question#5 – To recap the Pre-Proposal Conference Betsy mentioned this morning. Could you share the updated financials from Maggie Church?

Response: **Yes, the financials have been updated on EMMA and on the MHBE website:**
[Printing FY RFP Financial Proposal](#)

Question#6 - Item #7, the Full-Color Posters. Could you specify the type of paper stock you prefer for this item? Are we to base our quote on glossy text or glossy cover? And within these categories, would you prefer 80# text or 80# cover? This information is vital for us to provide an accurate and competitive quote for this particular item

Response:
80# cover , Glossy

Question#7 - When the financials ask for the price for a certain quantity of a flyer, is it for one flyer or several templates of different flyers?

Response: Please provide pricing assuming the quantity is for the same flyer.

Question#8 - Do the quantities you provided reflect what will most likely be ordered or will there be a large variance from the quantities we are estimating?

Response: We did our best to reflect actual numbers. While there may be a smaller/larger quantity, it will not be vastly different from the numbers requested.

Question#9 Can we mail from Florida to be more competitively prices with our bid?

Response:
No

Question#10 Clarification needed from attachment D and Table 1 (scope of work). Attachment D has 18-line items and Table 1 has 19-line items. Which is correct?

Response: **19 Line items is the correct amount, see the revised financials.**

Question#11 Which samples are due on 1/25/24?

Response: In section 4.4.3.2 it states what samples are due on 1/25/24. I have cut and pasted that section for your reference.

4.4.3.2 Samples of Past Work of Similar Scope

Include samples of the following materials for each of the categories (submit with original Technical Proposal only):

- Full color business card
- Full color, full bleed, glossy tri-fold brochure
- Full color, full bleed, poster
- Annual report
- One-page letter, black & white
- Multi-page brochure with pocket
- Color letterhead
- Die-cut sample

Question#12 Do we need a business license to do business in your State?

Response: Yes, you must be a registered business in Good Standing(s) with the State of Maryland