

**TECHNICAL SPECIFICATIONS**  
**PRINTING OF THE TPB ANNUAL REPORT 2023**  
**WITH LAMINATE ENVELOPE**

Size (H x W)	<ul style="list-style-type: none"> <li>▪ Folded size: 11.7 in. (H) x 8.25 in. (W)</li> <li>▪ Spread size: 11.7 in. (H) x 16.53 in. (W)</li> </ul>
Paper Stock	<ul style="list-style-type: none"> <li>▪ Cover: C2S 220 lbs. w/matt lamination &amp; Spot UV</li> <li>▪ Inside pages: matt coated 100 lbs.</li> </ul>
Print	<ul style="list-style-type: none"> <li>▪ Print: full color (cover &amp; inside pages; latter with bleed)</li> </ul>
No. of Pages	<ul style="list-style-type: none"> <li>▪ 50 pages including the front &amp; back covers</li> </ul>
Packaging	<ul style="list-style-type: none"> <li>▪ Individual packaging within a top fold laminate envelope fit to hold the report (1 Report to 1 Envelope ratio)</li> <li>▪ Packed in double-walled corrugated boxes as box space would allow</li> </ul>
Machine/System	<ul style="list-style-type: none"> <li>▪ Four (4) color printing process</li> </ul>
Process	<ul style="list-style-type: none"> <li>▪ Offset printing</li> </ul>
Binding	<ul style="list-style-type: none"> <li>▪ Smyth-sewn/Perfect Binding/Offset</li> </ul>
Others	<ul style="list-style-type: none"> <li>▪ Supplier to submit previous sample works and sample paper for use for evaluation together with the other bid documents required</li> <li>▪ Client to provide file and layout</li> </ul>
Quantity	<ul style="list-style-type: none"> <li>▪ 50 pcs Annual Report with Laminate Envelope</li> </ul>
Approved Budget	<ul style="list-style-type: none"> <li>▪ PhP 70,000.00 (inclusive of VAT, other government applicable tax/charges)</li> </ul>
Delivery	<ul style="list-style-type: none"> <li>▪ Post issuance of NTP, two mock-up runs to be provided by the Supplier subject to TPB's final approval <ul style="list-style-type: none"> <li>▪ First mock-up within 4 working days from receipt of layout file from TPB for proofing at no extra cost</li> <li>▪ Second mock-up 4 working days from receipt of comments and correction to the first mock-up from TPB for proofing at no extra cost</li> </ul> </li> <li>▪ Complete number of copies shall be delivered within fourteen (14) days upon final approval of the mock-up provided by the Supplier</li> <li>▪ Inspection and receipt of delivered goods by the TPB Property Custodian</li> </ul>

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