

Q&A Addendum
Junior Razorbacks Promotional Items
RFP 641073

This document provides question and answer information pertaining to the above captioned RFP, and will be updated as necessary.

REMINDER: It is the Respondent's responsibility to thoroughly examine and read the entire RFP document and any appendices and addenda to this RFP.

Posted May 15, 2017

Question: Do you want the set up charges listed separately of factored into item cost?

Answer: Factored in

Question: Will you need adult and youth tee's?

Answer: Yes

Question: Do you want any clip attachment on the lanyards?

Answer: Yes

Question: Sunglasses, imprint on the lens or on the arm?

Answer: Arm

Question: What size beach ball?

Answer: Standard 16"

Question: Pocket Folders, do you need Business Card slits?

Answer: No

Question: What oz. water bottle? What material?

Answer: 20 oz. plastic

Question: What size notebook?

Answer: College ruled spiral notebook

Question: What length, color and size shoelace?

Answer: 28-32 inch length; two-color imprint; one-color shoelace

Question: There would be initial inbound shipping. Do you want that listed separately or factored into item cost?

Answer: Listed separately

Question: How many of each item would be shipped at a time?

Answer: We would like to fulfill as many as possible at time; however, weekly shipments may need to take place. Could range from 500 to 2500 or 5000 depending on member signups.

Question: Please outline in more detail the requirements for fulfillment program

Answer: UA would send over a spreadsheet of member names and addresses for mailings. Initial list would contain the largest number of members and weekly lists would vary in size.

Question: Would the items be inventory we warehouse but prepaid by UAF?

Answer: Yes

Question: Whether companies from Outside USA can apply for this? (like, from India or Canada)

Answer: Non-US companies can submit RFP responses. The minimal expectation is that all communications occur in written and spoken English

Question: Whether we need to come over there for meetings?

Answer: The respondent should indicate which activities will occur on-site and which activities will occur remotely.

Question: Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)

Answer: The respondent should indicate which activities will occur on-site and which activities will occur remotely.

Question: Can we submit the proposals via email?

Answer: No

Posted May 16, 2017

Question: Pocket Folder: assuming standard 9 x 12 folder size?

Answer: Standard

Question: Spiral Notebook:

Answers:

- number of pages?
75 sheet
- will the inside pages print or just the cover? If cover, is it two sided; is it front and back?
Cover only / Front only
- any special varnish/coating?
No
- any special die cut(s)?
No

Question: Valentine's Day Cards:

Answers:

- size?
18 cards laid out on two standard sheets of paper
- is there a fold?
No
- matching envelopes (or are these self-mailers)? If envelopes, do they print; how many colors?
No

- are they requesting a certain stock/weight? (self-mailer usage can determine weight)
Postcard type paper
- assuming 18 different pieces of art?
Yes, artwork will be provided
- assuming printing two sides?
Yes

Question: General Questions (external/internal):

Answers:

- Can you clarify there duplicate lists, both with the same items and notation about selecting 4 – 6 from each group?
UA has the right to choose one company for the order or choose from the best prices offered.
- What is the average size order being fulfilled?
We do not know at this time due to membership not being open at this time
- What is the average annual volume of orders?
We do not know at this time due to membership not being open at this time
- Will these orders be going direct to the end user or to the various campus locations throughout the state?
Direct to end user (AKA Member)
- Is a sampling of destinations available to estimate outbound freight?
Majority in the state of Arkansas
- What other licenses or registrations will be needed to be awarded this contract besides CLC?
None
- Is there an incumbent contractor? If so will there be any incumbent merchandise that will require warehousing?
N/A
- Are you wanting a 50/50, 100% cotton, or polyester moisture wicking tee?
50/50 or 100% cotton – best pricing offer
- Do you have an estimated size breakdown of the tees
Kids Small through Adult XL