

**Format for Submission of Price Proposals**

<b>Description of Service</b>	<b>Price Submitted Years 1 &amp; 2</b>	<b>Unit of Measure</b>
<p>Scanning to PDF file (Including renaming w/ Project name &amp; sheet #) for the following groupings of sheet sizes.</p> <p><u>Group 1:</u> ANSI A: 8.5 x 11 U.S. Legal: 8.5 x 14 ANSI B: 11 x 17 Arch A: 9 x 12 Arch B: 12 x 18</p> <p><u>Group 2:</u> ANSI C: 17 x 22 ANSI D: 22 x 34 Arch C: 18 x 24 Arch D: 24 x 36</p> <p><u>Group 3:</u> ANSI E: 34 x 44 ANSI F: 28 x 40 Arch E: 36 x 48 Arch E1: 30 x 42</p>		<p>Please quote one price (per piece) per Group (the price you quote is applicable to all of the types in that group)</p>
Copying (Per Sq. Ft.)		
ARCH A SIZE 9 X 12		(Per Sq. Ft.)
ARCH B SIZE 12 X 18		(Per Sq. Ft.)
ARCH C SIZE 18 X 24		(Per Sq. Ft.)
ARCH D SIZE 24 X 36		(Per Sq. Ft.)
ARCH E SIZE 36 X 48		(Per Sq. Ft.)
Binding		
Staple (Less than 50 sheets)		/Piece Bound
Edge bind (50 sheets or less)		/Piece Bound

Chicago Screw (50 sheets or less)	/Piece Bound
Wrapping (Per Package)	/Package
Shipping Preparation (PerPackage)	/Piece Shipped