



Procurement Services

University of Arkansas at Little Rock

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QUESTIONS AND ANSWERS

Responses are below in **RED**

Section 2

What size and color should the envelopes be? **As this is a multi-year contract and not a one-off purchase, there is no set envelope size or color due to the fact that there may be different needs for each order. Please provide the size and color of envelopes you offer. If pricing varies, that must be provided in the financial response packet.**

Which coating is needed? **As this is a multi-year contract and not a one-off purchase, different coatings may be requested. Please provide the price for each coating type.**

Can we provide an alternative coating to Aqueous? (Sec. 2.1)
No.

In previous orders, was the Aqueous & UV coating done on the same side? If not, which coating goes with the outside / inside? (Sec. 2.1) **No, historically speaking it has been one coating or the other requested on folders, not both in one order.**

Are the envelopes booklets or catalogs? (Sec. 2.1) **The envelopes are mailing envelopes.**

Do the envelopes print on both side? (Sec. 2.1) **The envelopes may or may not have printing on one or both sides. That would be determined at the time of ordering.**

Can a PDF of the Envelope & Folder art be made available for quoting & the creation of samples? (Sec. 2.3) **Yes. See Addendum 1.**

Can any exception be made for the Soybean Oil Ink Requirement for the printing of the envelopes? (Sec 2.10) **No, this is a State of Arkansas purchasing law.**

Response Packet

Is pricing all that is being submitted? **No. All suppliers must complete the technical response packet and the financial packet to be considered for selection. Samples are also required.**