



REQUEST FOR QUOTE:

Day Credentials

Quote: #15-095

Issued: December 30, 2014

Deadline for Quotes: Tuesday, January 6, 2015

ORGANIZATIONAL OVERVIEW

The Houston Livestock Show and Rodeo (the "Show") was organized for charitable, educational and scientific purposes to encourage and promote the breeding, raising and marketing of better livestock and farm products at public fairs and to promote and maintain research and educational functions within the livestock industry.

As the world's largest livestock show and rodeo, the largest fair in North America and the site of 20 concerts from top-flight entertainers each year, the Show attracted over 2.48 million spectators in 2014. A Section 501(c)(3) charity, this organization has committed approximately \$375 million in youth and educational support to Texas students since it began in 1932. The Show is backed by more than 31,000 volunteers serving on 105 different committees.

GENERAL REQUIREMENTS FOR REQUEST FOR QUOTE

PRICING

Pricing for all goods/services must be very specific, all inclusive and firm. All administrative fees, shipping, expedited delivery costs, labor, etc. must be included in the quote. All transportation, freight, drayage and other charges are to be listed **as a separate line item**.

Based on your line item bid price for shipping on the Price Sheet, the Show may require that product shipments are to be done via Federal Express or UPS, using the Show's existing account.

Moreover, all design work, product set-up, production, repair work, etc. must be done according to the Show's schedule, which may include weekends, nights and early mornings, at **no additional cost to the Show**. The Show will pay only for goods/services stated on the Price Sheet unless otherwise agreed to in writing by both parties before the order is placed or work is started. No price changes, additions, or subsequent qualifications will be honored.

INTELLECTUAL PROPERTY

The vendor acknowledges that the names, logos, copyrighted material and trademarks of the Show are the sole and exclusive property of the Show (the "Show Marks") and nothing herein shall provide the vendor any right, title or interest in the Show Marks. All Show Marks included in this Request For Quote are for bidding purposes **ONLY**. They may not be used for any other purpose, now or in the future, without the express written consent of the Show's Marketing and Public Relations Department.

VENDOR ADVERTISING, MARKETING AND PROMOTION

The vendor may not promote itself in conjunction with the Show, use the Show as a client reference or display Show goods in any advertising, marketing or promotional materials.

SPECIAL REQUIREMENTS / INSTRUCTIONS

The following requirements and instructions supersede GENERAL REQUIREMENTS where applicable.

SCOPE

The Show invites you to quote on our single use day credentials for the 2015 Show. While product cost is important, **quality** will be given equal consideration in the selection process.

GENERAL DESCRIPTION

Provide all labor, materials, supplies and equipment necessary to produce and deliver the item(s) described herein and as directed by Show staff.

PRODUCT

Quantity:	24,000 – 27,000
Material:	10 mil paper/Tyvek type material (laminate/plastic reinforcement on backs if paper stock used)
Dimension:	3.375" wide x 6.375" tall
Shape:	rectangular die cut buttonhole notch cut at top to receive lanyards

ARTWORK

Styles:	Approximately 115 unique artwork styles (including backs), please quote increase in styles as an option; artwork will be provided
Printing:	Printing on both sides, full bleed both sides Front: four (4) color process Back: black text & barcode (five different texts)
Other:	Colors, background style, security code, etc. are all part of the artwork design; no extra printing process required Colors, background style and other artwork designs are based on 2014 Rodeo specifications and samples Barcode is printed on the blank stub/white area (front) or back side on 10 styles Barcode sequence is in a 12 digit Interleave 3 of 9 (Code 39e) format

DELIVERY

Entire quantity must be delivered to Show offices **no later than February 6, 2015.**

OTHER

1. All bids must include freight and inside delivery
2. Any original artwork or dies furnished by Show are to be returned with printed material. Failure to do so will result in payment delay.
3. All images/logos/trademarks included in this bid request are for bidding/proposal purposes **ONLY**. They may not be used for any other purpose, now or in the future, without the express written consent of the Show's Marketing and Public Relations Division.

CATEGORY BREAKDOWN

Day Credential Title	Unique Artwork Color	Total	Beg Bar Code 143557xxxxx1	End Bar Code 143557yyyyy0	Notes
Service Level – Rodeo	green	600	143557021601	143557022200	Match to Service Level Back
Club & Suites	amber	1,000	143557032851	143557033850	Match to Club & Suites back
General Access 1&5	purple	2,500	143557033851	143557036350	Match to General Access back
Media	magenta	300	143557036351	143557036650	Match to Media back
Calf Scramble 3-22 20 unique pieces	red/photo/ name	1,400	none	none	Match to Service Level Back; no bar code
Mutton Bustin 3-22 20 unique pieces	red/photo/ name	2,000	none	none	Match to Service Level Back; no bar code
Grand Entry - Fire Truck	red/photo/ name	800	none	none	Match to Grand Entry Back; No Bar Code
Grand Entry - Horse	red/photo/ name	800	none	none	Match to Grand Entry Back; No Bar Code
Grand Entry - Wagon	red/photo/ name	4,000	none	none	Match to Grand Entry Back; No Bar Code
Service Level - Concert Artist Band, Crew & Guest	green	800	143557020001	143557020800	Match to Service Level Back
Service Level - Concert Production Guest	green	800	143557020801	143557021600	Match to Service Level Back
Service Level - Rodeo Contestant	green	600	143557021601	143557022200	Match to Service Level Back
Service Level - Rodeo Guest	green	3,100	143557022201	143557025300	Match to Service Level Back
Service Level - w/ Arena Floor	green	500	143557025301	143557025800	Match to Service Level Back
Service Level	green	1,550	143557025801	143557027350	Match to Service Level Back
Service Level - Volunteer	green	5,500	143557027351	143557032850	Match to Service Level Volunteer Back
Club & Suites	amber	1,000	143557032851	143557033850	Match to Club & Suites back

Day Credential Title	Unique Artwork Color	Total	Beg Bar Code 143557xxxxx1	End Bar Code 143557yyyyy0	Notes
General Access 1&5	purple	2,500	143557033851	143557036350	Match to General Access back
Media	magenta	300	143557036351	143557036650	Match to Media back
Calf Scramble 3 - 22 (20 unique pieces)	red/photo/ name	1,400	none	none	Match to Service Level Back; no bar code
Mutton Bustin 3 - 22 (20 unique pieces)	red/photo/ name	2,000	none	none	Match to Service Level Back; no bar code
Grand Entry - Fire Truck	red/photo/ name	800	none	none	Match to Grand Entry Back; No Bar Code
Grand Entry - Horse	red/photo/ name	800	none	none	Match to Grand Entry Back; No Bar Code
Grand Entry - Wagon	red/photo/ name	4,000	none	none	Match to Grand Entry Back; No Bar Code
Service Level - Concert Artist Band, Crew & Guest	green	800	143557020001	143557020800	Match to Service Level Back
Service Level - Concert Production Guest	green	800	143557020801	143557021600	Match to Service Level Back
Service Level - Rodeo Contestant	green	600	143557021601	143557022200	Match to Service Level Back
Service Level - Rodeo Guest	green	3,100	143557022201	143557025300	Match to Service Level Back

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**YOUR SIGNATURE ATTESTS TO YOUR OFFER
TO PROVIDE THE GOODS AND/OR SERVICES DESCRIBED IN THIS QUOTE.**

Please return all pages via hardcopy, fax, or email to:

**Houston Livestock Show and Rodeo™
Attn: Wade Hooker
Three NRG Park
Houston, Texas 77054**

832-667-1007 fax

hooker@rodeohouston.com

OFFERED BY:

_____ Signature	_____ Title
_____ Printed Name	
_____ Phone	_____ Email
_____ Company Name	_____ Date

ACCEPTED BY:

_____ Signature	_____ Title
_____ Printed Name	
_____ Phone	_____ Email
_____ Company Name	_____ Date

PRICE SHEET

Items – Single Use Day Credentials	Per	Extended Total
Credentials – 44,000 to 45,000	\$	\$
Set Up Fee	\$	\$
Delivery Fee – Regular Order	\$	\$
Delivery Fee – Rush Order	\$	\$
Other	\$	\$