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**HCJFS REQUEST FOR PROPOSAL
GRAPHIC DESIGN SERVICES
RFP SC02-21R**

ADDENDUM 3

Q1. External Proofreading is noted. Will all original content be provided by JFS or will you require copywriting services?

A. No, we do not need copywriting services.

Q2. Since we don't know how many projects yet, nor how many shipments, is it sufficient to say "at cost" and supply receipts as noted on page 5: ***Vendor shall provide HCJFS with copy of the invoice for Delivery/Shipping costs.***

A. Yes.

Q3. Same question for the off-site copies/proofs - is it sufficient to say "at cost" and supply receipts as noted on page 5: ***Costs for Copies/Proofs shall be no charge to HCJFS if produced at selected Vendor's location. If produced at another location, HCJFS will reimburse Vendor its direct cost for such copies/proofs produced at another location.***

A. Yes.

Q4. Are pdfs an acceptable form of proof or do you always require shipped hard copies?

A. Yes, PDFs are acceptable in most cases. There might be a time when we ask for a hard copy, but that would not be routine.

Adult Protective Services (421-LIFE) • Cash & Food Assistance • Medicaid • Child Care Services
Child Support Enforcement • Children’s Services (241-KIDS) • Workforce Development



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