



**TOWN OF LAKE PARK
SPECIAL EVENTS DEPARTMENT
REQUEST FOR QUOTES 119-2022
CENTENNIAL CELEBRATION COMMEMORATIVE BOOK**

The Town of Lake Park is seeking a qualified and experienced company to create and publish our Centennial Celebration Commemorative Book. The Town is celebrating its 100th year anniversary in 2023 and is looking for a company to create an 8x8, 96-page, hardcover commemorative book in honor of the Town's centennial. The book will include interesting history, photographs and documents from the Town of Lake Park's 100-year history, beginning with its inception by Harry S. Kelsey. **Quotes shall include pricing for 500 copies and 1,000 copies.** The total turnkey project shall include:

- Concept Development
- Editing
- Proofing
- Interior and Cover Design
- Printing
- Shipping
- Copyright
- ISBN Assignment
- Bar Code
- Library of Congress Registration

The complete production of this project shall be completed by August 1, 2023, with all copies delivered to the Town of Lake Park.

Award of contract will be based on the lowest responsive bid.

Quotes must be clearly marked "Centennial Celebration Commemorative Book" with the Offeror's name, and address listed, and be delivered to the Special Events Department at 535 Park Avenue, Lake Park, Florida 33403 or emailed to specialevents@lakeparkflorida.gov. The deadline for submission of Bids is Friday, December 2, 2022 at 2:30 P.M.

Late quotes or quotes delivered to any other office other than the Special Events Department will not be accepted and will be returned to sender.

The Town of Lake Park is exempt from Federal and State Taxes for tangible personal property tax.

The Town of Lake Park reserves the right to accept or reject any or all quotes, in whole or in part, with or without cause, to waive any irregularities and/or technicalities, and to award the resultant contract on such coverage and terms it deems will best serve the interest of the Town. All proposed quotes shall be guaranteed firm for 90 calendar days from December 2, 2022.

All Offerors are advised that the Town has not authorized the use of the Town seal by individuals or entities responding to Town requests for quotes and that any such use by unauthorized persons or entities constitutes a second-degree misdemeanor pursuant to Section 165.043, Florida Statutes.

Vivian Mendez, MMC
Town Clerk
TOWN OF LAKE PARK, FLORIDA
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