

REQUEST FOR PROPOSAL

2017-2018, 2018-2019 and 2019-2020 School Picture Contract Request for Proposals

Vendors are asked to submit written proposal to Scott Daniel no later than December 30th by noon at the Tiffin City Schools Administration Building, 244 S. Monroe St., Tiffin, Ohio 44883.

Student enrollment by building

- Pre-K - 110
- Washington 1-2 - 357
- Krout 2-3 - 374
- Noble 4-5 - 423
- TMS 6-8 - 625
- Columbian 9-12 - 840

Proposals should include, but not limited to:

- Price of each grade yearbook cost
- Picture packet options
- Special events covered
- Sports pictures
- Timeline of delivery of product
- Re-take policy
- Number of photographers per building
- Family discounts
- Percentage of commission donated back to school
- ID cards with and without magnetic strip cost
- Experience
- Posters and promotional items available to school administration
- Price of Teacher and Staff packets and ID
- Anything that will make you stand out from competitors
- Payment methods

The Tiffin City School District reserves the right to reject all proposals. District has the right to have vendors prepare a presentation to a committee of Administration, teachers, and parents. Proposals will be reviewed in January and awarded in February by the Board of Education.