

Los Angeles Office

**"INVITATION FOR BID (IFB) FOR "DESIGN AND PRINTING SERVICES OF ADVERTISING AND PROMOTIONAL MATERIALS FOR A PERIOD OF 2 YEARS" FOR THE ITALIAN TRADE AGENCY (ITA) – LOS ANGELES OFFICE.**

---

## FREQUENTLY ASKED QUESTIONS

**Question n. 1: FAQ of June 17, 2021, Question n. 3 - Annex 1- Item 18) Booklets, presentations, reports. Do we have to indicate only the cost of graphic design, since you have not entered the quantity of products to be printed?**

**Answer: Is requested to indicate the cost of graphic design and printing included for 200 copies.**

**You intend: 200 copies x 30 events, correct?**

**Answer:** Yes, we intend 200 copies per event.

**Question n. 2: FAQ of June 17, 2021, Question n. 4 Annex 1 - Item 3) Brochures Half fold and Tri fold are attributes that describe a brochure that is folded in half or in three parts, so we do not understand how the latter (tri-fold) can be composed of 24 pages and then folded into 3 parts? So, do we need to quote the cost of a two- or three-part fold or a 24-page brochure?**

**Answer: Is requested to enter the price of a half fold and tri-fold. Do not consider the requirement "24 pages" for both sizes.**

**Is it meant that we have to differentiate costs in the Unit column? Or can we unite the two costs and indicate one comprehensive cost of the two different kinds of brochures?**

**Answer: Is requested to enter only one comprehensive cost.**