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| **Specifications for printing and as per details below:** | |
| Title | **Printing & lamination of posters: COVID-19 INFORMATION AWARENESS** |
| Size of Posters | Finished size: A3 [420mm (h) x 297mm (w)] – 3mm bleeds |
| No. of posters in set | 8 (kinds) |
| Quantity | 8 (kinds) x \_\_\_ (number of copies per poster)  Total: \_\_\_\_\_\_\_\_\_\_\_ |
| Description | 8 x A3 Posters  Each poster printed in full colour one side only. Trimmed to size. |
| Material | Paper: 100 - 200gsm gloss or matt  Gloss Lamination film: 80 -100 micron |
| Finishing | Encapsulate each poster – gloss lamination front and back; trim leaving a thin border right around each poster. |
| ORIGINATION: | * Layout has been done using Adobe InDesign and print ready pdfs (X1a) provided. Only service providers able to work with these files need apply. * Artwork to be collected from (Please insert your details: Physical Address; Contact person; Telephone no.) * Service provider may be requested to submit sample(s) of previous work. * Proofs to be signed off at (Please insert your details: Address; Contact person; Telephone number) **BEFORE printing can commence**. * Quotation must be all inclusive. |
| DELIVERY ADDRESS (Delivery of finished product): | Please insert your institution’s details: Name of institution, Address, Contact person, Telephone number |
| DEADLINE: | All deliveries must be completed by (Please insert deadline date) |