



# REQUEST FOR PROPOSAL

## Revisor of Statutes

**OWNER:** Mille Lacs of Ojibwe  
43408 Oodena Drive  
Onamia, MN 56359

**DATE ISSUED:** 1 December 2023

**BID DUE DATE:** 1 January 2024

**PROJECT:** Printing of the 2023 Supplement to the Laws

**TO:** Qualified Book Printing Companies

**THIS IS NOT A CHANGE ORDER NOR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED HEREIN.**

### **A. Project Overview and Scope of Work**

The Revisors Office for the Non-Removable Mille Lacs Band of Ojibwe is accepting bids pursuant to this request for proposals (RFP) for the publication the Supplement of the Laws of the Non-Removable Mille Lacs Band of Ojibwe for 2023. Once bids have been received, an award shall be made to the bidder whose bid is responsive to the invitation, is most advantageous to the Mille Lacs Band of Ojibwe, and in accordance with Mille Lacs Band Statutes. See below for further information and bidding instructions.

### **B. Scope of Project**

#### **2023 Supplement of the Laws of the Non-Removable Mille Lacs Band of Ojibwe.**

- The printing of 290 copies of the Supplement of the Laws of the Non-Removable Mille Lacs Band of Ojibwe, a book consisting of the amended statutes, approved within the year of 2023.
  - Of the 290 copies, 120 will be hardcovers and 170 will be softcover.
  - A PDF of the “guts” of the book will be created and sent for publication after bids are received and awarded. The PDF will be approximately 200 pages.
  - One of the hardcovers will be printed using a different PDF as it will have an extra page of information regarding the correctness of the information within the book.
  - Within the year the books are received, a request for additional books may be made at a later date.
- Designing a black cover for the book. The front of the book will bear the official seal of the Mille Lacs Band of Ojibwe and be labeled “Mille Lacs Band – Statutes – Supplement – 2023.” The spine of the book will be labeled “Mille Lacs Band – Statutes – Supplement – 2023.” The text will be colored gold. Both will be center justified. **Pictures are attached as Exhibit A.**
- Include gold edge gilding (applying metallic foil to the outer edges of the books).
- With the exception of the cover, spine, and first page, the pages should be top justified.
- Create proofs for the front cover, spine, and “guts” of the book.

- The dimensions of the book are 6”x 9”.
- The inside pages should be 50lb offset.
- The printed book will have double sided pages.
- Books are due as soon as possible, preferably prior to April 1.

### **C. Bidding Notes and Instructions**

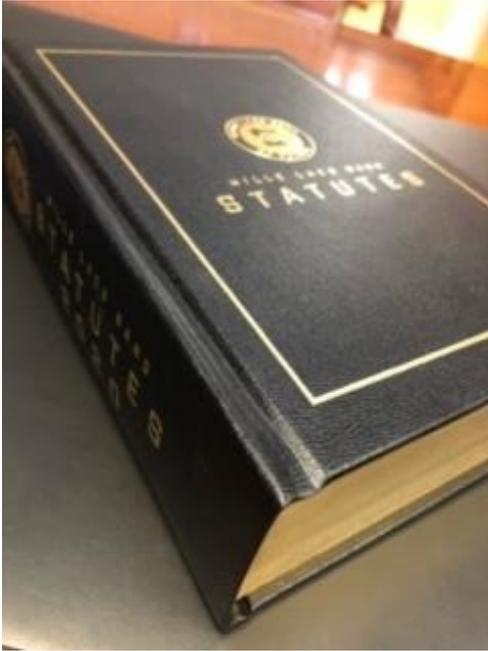
- Submit a detailed invoice for the project.
- Submit a document containing the difference in price for hardcover and softcover and a fee scale showing the price difference of quantities purchased.
- Submit a front cover proof for the project.
- **Proposals are due by Monday, January 1, 2024, at 5:00PM.**
- **The proposal must be emailed to [Hanna.Valento@millelacsband.com](mailto:Hanna.Valento@millelacsband.com) and [Brianna.Boyd@millelacsband.com](mailto:Brianna.Boyd@millelacsband.com) with the subject line, “Printing of the 2023 Supplement to the Laws.”**

### **D. Contacts**

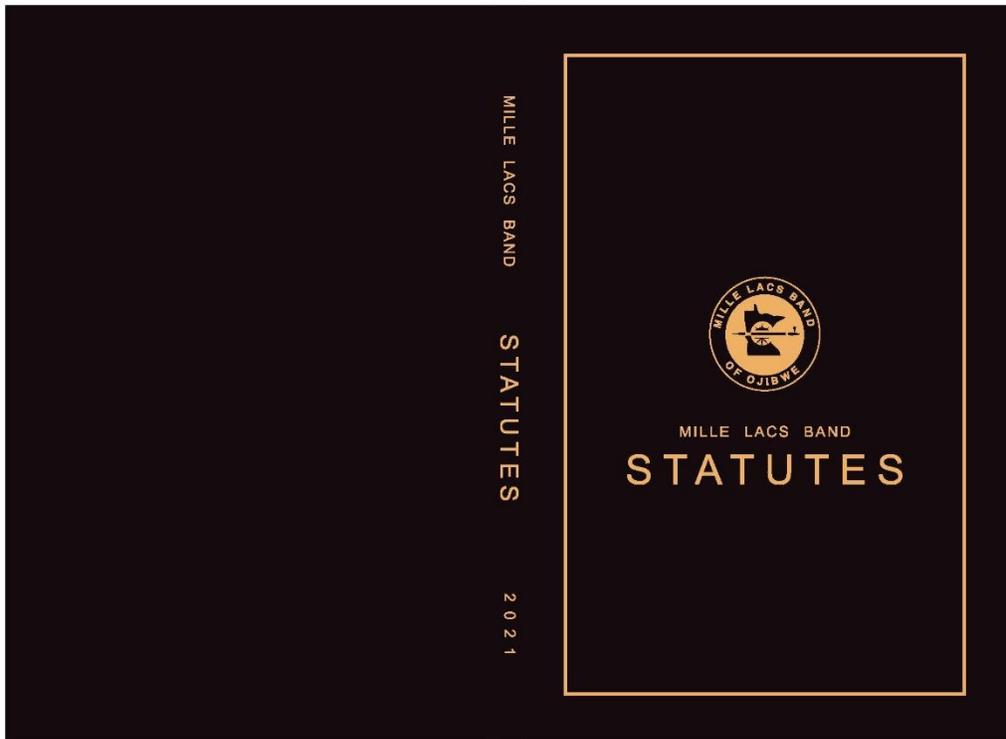
If you have questions or need additional information, please email Hanna Valento, Revisor of Statutes at [Hanna.Valento@millelacsband.com](mailto:Hanna.Valento@millelacsband.com).

**Exhibit A**

**Hardcover**



**Softcover**



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