



Oak Ridge
HIGH SCHOOL

Oak Ridge High School

1450 Oak Ridge Turnpike

Oak Ridge, TN 37830

(865) 425-9601 Fax: (865) 425-9678

February 10, 2026

From: Nicholas Corrigan, Principal

Subject: Yearbook Bids for FY27

Oak Ridge High School is in the process of accepting bids for our FY 27 yearbook. Sealed bids will be opened Monday, March 2 at 8:45AM in the ORHS Bookkeeper's Office.

Please bid on all items with the lowest possible price, which must be **firm** for 140 days from the March 2, 2026 bid opening. Any alternates or substitutes must meet or exceed the quality specifications of the items listed, and the buyer may reject any or all substitutes. As a Vendor, you will guarantee delivery of all books by April 27, 2027.

Final payment for the yearbook will be made within 30 days of receipt and approval of all yearbooks listed on the purchase order.

Please return the completed bid to:

Oak Ridge High School
Attn: Rachael Pryfogle, Adviser
1450 Oak Ridge Turnpike
Oak Ridge, TN 37830
SEALED BID – DO NOT OPEN

CC/la

Enclosure

Principal
Nicholas Corrigan

Assistant Principals
Beth Estep
David Foust
Christopher Williams
Stephanie Thompson
Jennifer Milligan

Athletic Director
Joseph Gaddis

The Oak Log
Adviser: Rachael Pryfogle
Oak Ridge High School
1450 Oak Ridge Turnpike
Oak Ridge, TN 37830
Phone: 865-425-9601

February 10, 2026

Oak Ridge High School Bid Specifications for the 2026-2027 yearbook
(*The Oak Log*):

Awarding of bid:

Bid will be made on an all or none basis. The right is reserved in the interest of Oak Ridge High School to reject any or all bids and to waive any minor informality in bids received and to award the contract to a vendor other than the low bidder.

General Specifications of the Book:

(Note to bidder: If more than one price program is available, please indicate options and the prices involved.)

Number of copies: 775

Size of book: 9x12

Number of pages: 264

Printing: Printing of the *Oak Log* will be accomplished by offset lithography in the plant of the printer.

Cover: 4-color process color, staff designed: _____
Embossed cover: _____ per book over base cost
Grained cover: _____ per book over base cost
Hard copy of actual cover in advance _____
Lithographed cover: _____ per book over base cost

End sheets: Process color, staff designed end sheets, different front and back _____

Color: All pages in 4-process color on four forms is to be included.

Paper stock: 100 pound double coat gloss enamel, dull enamel, or matte finish.

Publishing: Pages will be submitted online, using company program.

Please detail corrections costs.

Page Proofs: Final proofs on cover, end sheets and all pages. Only proofs showing copy and photographs fully stripped into position will be acceptable.

Delivery: The delivery date for the 2025-2026 *Oak Log* will be no later than April 26, 2027.

Base cost for above specifications:
