

Printing Contracts

The Purchasing Department has awarded seven (7) contracts for printing services. Business Card pricing is listed below. For all other printing, users should contact the vendor, referencing the corresponding contract number, to determine job pricing.

Instructions for Ordering

1. Orders less than \$5,000: Departments must obtain a quote from one of the contracted vendors listed below. The quote must be attached to the eVA requisition or P-Card transaction in Bank of America Works.
2. Orders \$5,001 and above: Departments must obtain at least two quotes from one of the contracted vendors listed below. The quotes must be attached to the eVA requisition. The purchase order will be issued to the lowest responsive, responsible vendor. NOTE: Departments may not “split” requirements to avoid the competitive requirement. Nor may a vendor accept split requirements.
3. ****If the contracted vendors are unable to provide the goods/services required for a particular printing job the department must complete and submit a [Printing Waiver Form](#) prior to purchasing off-contract printing.**

Business Cards must be ordered through Canon or Worth Higgins

*Cash Receipt Forms may be ordered through Canon as noted below.

CANON		Contract # GMU-1476-18-03		
Delivery time: Next day or “rush” (3 hour pick-up available for additional charge). For full details visit: www.gmuprinthub.com				
Business Cards	QTY 100	QTY 250	QTY 500	
One side (1-color or 2-color)	\$18.00	\$30.00	\$41.50	
Two side (1-color or 2-color)	\$25.00	\$45.00	\$58.00	
*Cash Receipt Forms	PKG 25	\$6.55		
WORTH HIGGINS		Contract #GMU-1476-18-01		
Delivery Time: 7-10 days. For full details visit: http://ur.gmu.edu/creativeservices/businesscards/				
Business Cards	QTY 100	QTY 250	QTY 500	
One side (1-color or 2-color)	\$28.00	\$30.00	\$40.00	
Two side (1-color or 2-color)	\$38.00	\$40.00	\$50.00	

All Other Printing – Contracted Vendors

Contact the vendor for specific job pricing.

On-Campus Pick Up/Delivery: Canon Solutions America (GMU-1476-18-03) Kevin Feagan, email: printjob@gmu.edu		
Worth Higgins & Associates (GMU-1476-18-01) David Regan dregan@whaprint.com 8770 Park Central Dr. Richmond, VA 23227	Mosaic (GMU-1476-18-07) Joe Fontana jfontana@mosaic.buzz 74801 Viewpoint Place Cheverly, MD 20781	Ecoprint (GMU-1476-18-02) Robert Firestein bobby@ecoprint.com 2618 Pittman Dr. Silver Spring, MD 20910
HBP, Inc. (GMU-1476-18-04) Eric Oakes eoakes@hbp.com	Accurate Printing (GMU-1476-18-05) Cristina Klucfski	Goetz Printing (GMU-1476-18-06) Craig Marsha

2818 Fallfax Dr. Falls Church, VA 22042	Cristina@accurateprinting.com 2380 Research Ct., #100 Woodbridge, VA 22192	craigm@goetzprinting.com 7939 Angus Ct. Springfield, VA 22153
Global Printing (More Vang) (GMU-1476-18-08) Paul Baily pbailey@morevang.com 3670 Wheeler Ave. Alexandria, VA 22304	UPS (GMU-1476-18-09) Store6272@theupstore.com 4441 George Mason Blvd. Fairfax, VA 22030	FedEx Business Printing (GMU-1476-18-10) Lisa Mihuc Lisa.mihuc@fedex.com 7900 Legacy Dr. Plano, TX 75024
Professional Printing Center (GMU-1476-18-11) info@professionalprinting.com 817 Yupo Court Chesapeake, VA 23320	Allegra Marketing (GMU-1476-18-12) Oanh Henry ohenry@allegrafairfax.com 2812 Merrilee Dr. Fairfax, VA 22031	Mt. Royal Printing (GMU -1476-18-13) Jared Thompson jared@mtroyalprinting.com 6310 Blair Hill Lane Baltimore, MD 21209
PSSI (GMU-1476-18-14) Harry Minj harry@pssiweprint.com 2808 Merrilee Dr. Fairfax, VA 22031	Imaging Zone (GMU-1476-18-15) Mounir Murad mounirmm@imagingzone.com 6715-C Electronic Dr. Springfield, VA 22151	Gabro Printing (GMU-1476-18-16) Tony Gabro tgabro@gabroprinting.com 22800 Executive Dr, #150 Sterling, VA 20166
Stephenson Printing (GMU-1476-18-17) Sandy Stephenson sstephenson@stephensonprinting.com 5731 Gen Washington Dr. Alexandria, VA 22312	Nittany Valley Offset (GMU-1476-18-18) Robert Butkins sales@nittanyvalley.com 1015 Benner Pike State College, PA 16801	