



**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DISTRICT OF COLUMBIA RETIREMENT BOARD**

**PROCUREMENT ANNOUNCEMENT**

**The District of Columbia Retirement Board ("DCRB") is soliciting bids or proposals for the following:**

**CAPTION: DCRB PRINTING SERVICES**

The District of Columbia Retirement Board (DCRB) is seeking the services of a professional printer to produce publications created from DCRB-supplied electronic files that include, but are not limited to, special projects, letter(s), a packet of mailings sent yearly related to a healthcare Open Enrollment period, Comprehensive Annual Financial Reports (CAFR) booklets, and Summary Plan Descriptions (SPDs), for the District of Columbia Police Officers and Firefighters' Retirement Plan and the District of Columbia Teachers' Retirement Plan.

Step One: Request For Qualification (RFQ)

The First Step shall involve a Request For Qualification (RFQ) to include a qualification narrative, submission of bid publication samples, evaluation of bid publication samples, and if necessary, discussions.

Step Two: Price Bid

In the Second Step, only Bidders selected as acceptable during Step 1 will be invited to submit pricing information.

**MARKET TYPE: OPEN**

**ADVERTISING/ISSUANCE DATE: JULY 11, 2022**

**REQUEST FOR QUALIFICATION (RFQ) AND INVITATION FOR BID (IFB):**

**RFQ/IFB NUMBER: DCRB-2022-IFB-0002**  
**CLOSING DATE: FRIDAY, JULY 29, 2022**  
**CLOSING TIME: 2:00 PM**

**THE SOLICITATION DOCUMENTS ARE AVAILABLE AT:**

**DCRB DROP-BOX: <https://app.box.com/s/wwf5lz41h4ln0747g80mizaav4snt5dk>**  
**DCRB WEBSITE ADDRESS: <https://dcrb.dc.gov/page/dcrb-procurement-opportunities>**