

## **Precept Leaflet Report 2022-23**

### **Printing Specification:**

9,905 - All postcodes in the Saltash Wards - PL12 4, 5 and 6  
A3  
Double Sided Full Colour  
130gsm FSC approved recyclable paper  
Folded to A6 size

### **Quotes:**

**1. Printing Only - Company A**

£ 810.00 +VAT

**2. Printing Only - Company B**

£770.00 + VAT

**3. Printing Only - Company C**

Response received:

'I am sure you will have asked Company B to quote for this, we would not be able to compete with them on this job'

### **Distribution Specification:**

To deliver 9,905 leaflets to all Saltash postcodes (PL12 4, 5 and 6)

### **Quotes:**

**1. Distribution Only - Company 1**

"Thank you for your enquiry. Unfortunately, at present we aren't able to service enquiries in Cornwall. We are only able to reach Plymouth or outsource distribution to areas out of the city".

**2. Distribution Only - Company 2**

£738.31 + VAT

This option requires a 3-week lead time for delivery and distribution.

The Town Council would be required to send the Precept Leaflets to the company prior to distribution. Company 2 is not local to the Southwest and they use a sub contractor to distribute.

Please note: Further to the quote, when calling the company on numerous occasions an answerphone message is received, proving difficult to make contact.

### 3. Distribution Only - Company 3

Delivery	£653.63 + VAT
Palette Collection	£93 + VAT.
<u>Total Cost:</u>	<u>£746.63 + VAT</u>

This option requires a 4-week lead time in booking and collection of leaflets for distribution. The Council have used their service in the past which has proved successful.

**Budget Code:** 6301 Stationery and Printing

**Available Budget:** £3,449.00

**Cornwall Council have confirmed the provisional scheduled date for CC Council tax bills to be received is the 14<sup>th</sup> and 15<sup>th</sup> March 2022**

**End of Report.**