ORGANIZATIONAL OVERVIEW
The Houston Livestock Show and Rodeo (the “HLSR”) was organized for charitable, educational and scientific purposes to encourage and promote the breeding, raising and marketing of better livestock and farm products at public fairs and to promote and maintain research and educational functions within the livestock industry.

As the world’s largest livestock show and rodeo, the largest fair in North America and the site of 20 concerts from top-flight entertainers each year, the show attracted over 2.4 million spectators in 2016. A Section 501(c)(3) charity, this organization has committed approximately $400 million in youth and educational support to Texas students since it began in 1932. HLSR is backed by more than 32,000 volunteers serving on over 105 different committees.

GENERAL REQUIREMENTS FOR REQUEST FOR QUOTE

PRICING
Pricing for all goods/services must be very specific, all inclusive and firm. All administrative fees, shipping, expedited delivery costs, labor, etc. must be included in the quote. All shipping, drayage and other charges are to be listed as a separate line item.

Based on your line item bid price for shipping on the Price Sheet, HLSR may require that product shipments are to be done via Federal Express or UPS, using the HLSR’s existing account.

Moreover, all design work, product set-up, production, repair work, etc. must be done according to HLSR’s schedule, which may include weekends, nights and early mornings, at no additional cost to HLSR. HLSR will pay only for goods/services stated on the Price Sheet unless otherwise agreed to in writing by both parties before the order is placed or work is started. No price changes, additions, or subsequent qualifications will be honored.

INTELLECTUAL PROPERTY
The vendor acknowledges that the names, logos, copyrighted material and trademarks of HLSR are the sole and exclusive property of HLSR (the “HLSR Marks”) and nothing herein shall provide the vendor any right, title or interest in HLSR Marks. All HLSR Marks included in this Request for Quote (“RFQ”) are for bidding purposes ONLY. They may not be used for any other purpose, now or in the future, without the express written consent of HLSR’s Marketing and Public Relations Department.

VENDOR ADVERTISING, MARKETING AND PROMOTION
The vendor may not promote itself in conjunction with HLSR, use the HLSR as a client reference or display HLSR goods in any advertising, marketing or promotional materials. Exceptions may apply to current licensed vendors.
SPECIAL REQUIREMENTS / INSTRUCTIONS

The following requirements and instructions supersede GENERAL REQUIREMENTS where applicable.

SCOPE
The Show will receive quotes from vendors for Wine Glasses and Valet Trays.

GENERAL DESCRIPTION
Provide all labor, materials, supplies and equipment necessary to produce and deliver the item(s) described herein and as directed by Show staff.

ITEM #1 - WINE GLASSES
- Proofs/Sketches: MUST BE APPROVED BY SHOW PRIOR TO PRODUCTION
- Quantity: 7,248 glasses
- Mfg: Libbey Glassware – #8764 (8 oz White Wine Glass) – no substitutions
- Verbiage:
  - satin etch
  - must include Rodeo Uncorked! logo on one side
  - locate ½” down from rim, logo is approximately 2.33” wide x 1.8” tall
  - “2017” (picture shows 2010) on other side
  - locate in center of the glass
  - logo is approximately .86” wide x .36” tall
ITEM #2 – VALET TRAYS (OPTION # 1)

- Proofs/Sketches: MUST BE APPROVED BY SHOW PRIOR TO PRODUCTION
- Quantity: 6,120 trays
- Model Number: K316 (no substitutions)
- Color: crystal clear plastic
- Imprinted: black
- Packaging: individual poly bags

- Must include Rodeo Uncorked! logo and NO DATE.
  - The Acrylic Plates serve as an appetizer party plate and wine glass holder.
    Each valet plate is 8” x 8” and has a holder for a wine or champagne glass.
  - Logo on this tray will be the same Rodeo Uncorked! logo as the glasses listed.
  - Note: Logo to be placed in the center of the tray

![Valet Trays Image]
ITEM #3 – VALET BUFFET OVAL TRAYS (OPTION #2)

- Proofs/Sketches: MUST BE APPROVED BY SHOW PRIOR TO PRODUCTION
- Quantity: 6,120 trays
- Model Number: Gifted Grape SKU B-437 see below (no substitutions)
- Color: crystal clear plastic
- Imprinted: black
- Packaging: individual poly bags

- Must include Rodeo Uncorked! logo and NO DATE.
  - Acrylic Buffet Oval Plates serve as an appetizer valet plate and wine glass holder.
  - Each valet plate is 10" x 7 1/2" and has a holder for a wine or champagne glass.
  - Logo on this tray will be the same Rodeo Uncorked! logo as the glasses listed.
  - Note: Logo to be placed in the center of the tray

QUOTE REQUIREMENTS /TIMELINE

- Product sample(s) to be provided by selected provider, if requested by HLSR
- Quotes due back no later than Friday, October 14, 2016 by 4:00 p.m.
- Provider selected no later than October 28, 2016
- Order placed no later than October 31, 2016
- Complete order must be delivered to Show warehouse no later than 01/10/17.

Address: HLSR Warehouse
Three NRG Park
Houston, Texas 77054
Return All Pages

Send quote via hardcopy, fax or email to:

Houston Livestock Show and Rodeo
Attn: Wade Hooker
Three NRG Park
Houston, Texas 77054
832-667-1007 fax

hooker@rodeohouston.com

YOUR SIGNATURE ATTESTS TO YOUR OFFER TO PROVIDE THE GOODS AND/OR SERVICES DESCRIBED IN THIS QUOTE.

OFFERED BY:

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<th>Signature</th>
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ACCEPTED BY:

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## PRICE SHEET

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These images are for bidding purposes only. They may not be used for any other purpose, now or in the future, without the express written consent of HLSR Marketing and Public Relations Division.

All logos are subject to change. Final artwork will be given to the winning bidder when RFQ review is completed.