

Capabilities Statement

Graphic & Web Design
Tinesi B. Minikon, CEO & Creative Director

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NAICS CODES

541430	Graphic Design Services
541511	Web (Internet) Page Design Services
541613	Marketing Consulting Services
541810	Advertising Agencies
541850	Display Advertising
541890	Other Services Related to Advertising
541490	Specialized Design Services

Years of Experience -15

DIFFERENTIATORS

Our small team is well-educated, talented and well-trained in every aspect of graphic design and web design

We are responsive and have quick turn arounds.

We provide large design agency quality without the large design agency price.

We are hands on and listen to our client's needs.

We provide multiple design solutions.

Our top priority is our commitment to personalized customer service while striving to build long-lasting business relationships.

SOFTWARE SKILLS

Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Adobe Acrobat Pro, Adobe Dreamweaver, Adobe After-Effects, Adobe Flash, WordPress, Drupal, Joomla, HTML, CSS, MS Word, MS Excel, MS PowerPoint

OVERVIEW

At **TBM GRAPHIX, LLC**, our top priority is our commitment to personalized customer service while striving to build longlasting business relationship.

We are a certified **Women's Business Enterprise (WBE)**, **Woman Owned Small Business (WOSB)** and **Maryland Department of Transportation MBE/DBE/SBE** agency offering full-service graphic design, website development and web hosting. We are also an active vendor in the Federal System for Award Management, (SAM) and the State of Virginia, Vendor #VS0000266199.

SERVICES

Annual Reports, publication design, & presentation folders
Brochure and advertisement design & layout
Newsletter design & layout
Logo design & stationery design
Outreach materials and publications
Custom photography services, Photoshop retouching
Video production
Web Design - high-quality interface design
Web Design - HTML & CSS standard markup code
Packaging and Press Kits
Special Event Materials - invitations and programs
WordPress web design and customization
Social media design and Marketing

PAST PERFORMANCES

Over 15 years of graphic design and web design work. A few companies we have designed for include:

U.S. Department of State
Integrated Communications Systems Group (ICSG)
DC Small Business Development Center
Async-Nu Microsystems
A. Prentice Ray & Associates, LLC (APRA)
Horizon Consulting Inc.
Tigerlily Foundation
Cachelle Ink International
Project GirlSpire

Please visit us online to view our portfolio and samples of our work at tbmgraphix.com