

Program No 2391-S Term: DATE OF AWARD To 07/31/2014												
TITLE: ICS MANUALS												
				ACCU COPY		BALMAR		BDS		GRC		GREEN BUTTON
				320-00515		450-9290		450-15925		450-34933		370-38719
		BASIS OF	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I	COMPLETE PRODUCT	AWARD										
(a.)	Complete Cover (Front and Back)											
(1)	Make Ready/Setup per set	48	\$0.00	\$0.00	\$2.00	\$96.00	\$0.09	\$4.32	\$6.20	\$297.60	\$0.00	\$0.00
(2)	Running per 100 copies	24	\$35.00	\$840.00	\$45.00	\$1,080.00	\$9.00	\$216.00	\$28.00	\$672.00	\$20.00	\$480.00
(b.)	Text Page Black (White Bond) per page											
(1)	Make Ready/Setup	8640	\$0.00	\$0.00	\$0.00	\$0.00	\$0.021	\$181.44	\$0.10	\$864.00	\$0.00	\$0.00
(2)	Running per 100 copies	4320	\$1.15	\$4,968.00	\$2.35	\$10,152.00	\$2.10	\$9,072.00	\$1.00	\$4,320.00	0.85	\$3,672.00
(c.)	Text Page Color (White Bond) per page											
(1)	Make Ready/Setup	384	\$0.00	\$0.00	\$0.00	\$0.00	\$0.16	\$61.44	\$0.25	\$96.00	\$0.00	\$0.00
(2)	Running per 100 copies	192	\$13.50	\$2,592.00	\$12.00	\$2,304.00	\$16.00	\$3,072.00	\$11.10	\$2,131.20	\$8.00	\$1,536.00
(d.)	Text page black (Color Bond) per page											
(1)	Make Ready/Setup per page	40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.033	\$1.32	\$0.10	\$4.00	\$0.00	\$0.00
(2)	Running per 100 copies	20	\$3.50	\$70.00	\$3.00	\$60.00	\$3.30	\$66.00	\$1.25	\$25.00	\$1.50	\$30.00
(e.)	Tab Divider in Black											
(1)	Make Ready & Set up per tab	480	\$0.00	\$0.00	\$2.00	\$960.00	\$0.25	\$120.00	\$0.50	\$240.00	\$0.00	\$0.00
(2)	Running per 100 copies	240	\$10.00	\$2,400.00	\$10.00	\$2,400.00	\$25.00	\$6,000.00	\$10.00	\$2,400.00	\$12.00	\$2,880.00
II	ADDITIONAL OPERATIONS											
(1)	Side stitch in two places on the left side per 100 books	12	\$15.00	\$180.00	\$2.00	\$24.00	\$0.20	\$2.40	\$28.00	\$336.00	\$2.00	\$24.00
(2)	One stitch in Upper left Corner per 100 stitches	12	\$7.50	\$90.00	\$1.00	\$12.00	\$0.10	\$1.20	\$5.00	\$60.00	\$1.00	\$12.00
(3)	Shrink film wrapping per wrap	250	\$0.39	\$97.50	\$0.20	\$50.00	\$0.50	\$125.00	\$0.17	\$42.50	\$0.15	\$37.50
(4)	Slant D-Ring Binders											
(a)	White 1" Capacity Binder per binder	400	\$3.36	\$1,344.00	\$3.18	\$1,272.00	\$3.89	\$1,556.00	\$2.80	\$1,120.00	\$3.15	\$1,260.00
(b)	White 1 1/2" Capacity Binder per binder	600	\$3.75	\$2,250.00	\$3.69	\$2,214.00	\$4.45	\$2,670.00	\$5.50	\$3,300.00	\$3.74	\$2,244.00
(c)	White 2" Capacity Binder per binder	200	\$4.04	\$808.00	\$3.73	\$746.00	\$4.99	\$998.00	\$6.75	\$1,350.00	\$4.26	\$852.00
(d)	White 3" Capacity Binder per binder	100	\$5.44	\$544.00	\$4.93	\$493.00	\$6.29	\$629.00	\$8.50	\$850.00	\$5.16	\$516.00
(5)	Production proof per order	5	\$20.00	\$100.00	\$35.00	\$175.00	\$0.00	\$0.00	\$65.00	\$325.00	\$15.00	\$75.00
<b>CONTRACTOR TOTALS</b>				<b>\$16,283.50</b>		<b>\$22,038.00</b>		<b>\$24,776.12</b>		<b>\$18,433.30</b>		<b>\$13,618.50</b>
<b>DISCOUNT</b>			5.00%	<b>\$814.18</b>	2.00%	<b>\$440.76</b>	5.00%	<b>\$1,238.81</b>	2.00%	<b>\$368.67</b>	1.00%	<b>\$136.19</b>
<b>DISCOUNTED TOTALS</b>				<b>\$15,469.32</b>		<b>\$21,597.24</b>		<b>\$23,537.31</b>		<b>\$18,064.63</b>		<b>\$13,482.31</b>
												<b>AWARD</b>

U.S. GOVERNMENT PRINTING OFFICE  
11836 Canon Blvd., Newport News, Va. 23606

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

ICS Manuals

as requisitioned from the U.S. Government Printing Office (GPO) by the

US Coast Guard Training Center  
Yorktown, VA

Single Award

**TERM OF CONTRACT:** The term of this contract is for the period beginning Date of Award and ending July 31, 2014, plus up to four (4) optional 12-month extension periods that may be added in accordance with the "OPTION TO EXTEND THE TERM OF THE CONTRACT" clause in SECTION 1 of this contract.

**BID OPENING:** Bids shall be publicly opened at 2p.m., prevailing Eastern Standard Time, on July 22, 2013.

**BID SUBMISSION:** Submit bids to: U.S. Government Printing Office, 11836 Canon Blvd., Ste. 400, Newport News, VA 23606. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Fax No. (757)873-2805. The program number and bid opening date must be specified with the bid. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised June 2001. **NOTE: FAXED BIDS RECEIVED AFTER 2:00 P.M. WILL NOT BE CONSIDERED FOR AWARD.**

Do NOT fax double sets or extra copies of forms that have not been requested; only fax the pages in SECTION 4 of these specifications, with all of the information completed as requested.

Abstract of previous procurement for 2391-S, contract prices are available at  
<http://www.gpo.gov/gpo/abstracts/abstract.action?region=Hampton>

For information of a technical nature call Richard Gilbert (757) 873-2800, x4 (No collect calls).

## SECTION 1. - GENERAL TERMS AND CONDITIONS

**GPO CONTRACT TERMS** Any contract which results from this Invitation for Bid will be subject to GPO Contract Terms (GPO Pub. 310.2, effective December 1, 1987 (Rev. 6-01)) and Quality Assurance Through Attributes Program for Printing and Binding (GPO Pub. 310.1, effective May 1979 (Rev. 8-02)).

GPO PUB. 310.2 IS AVAILABLE ON GPO WEB SITE AT  
<http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf>

GPO PUB. 310.1 IS AVAILABLE ON GPO WEB SITE AT  
<http://www.gpo.gov/pdfs/vendors/ac-sfas/qatap.pdf>

**DISPUTES:** GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at [www.gpo.gov/pdfs/vendors/contractdisputes.pdf](http://www.gpo.gov/pdfs/vendors/contractdisputes.pdf). This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

**SUBCONTRACTING:** The predominant production function is printing. Bidders who must subcontract this operation will be declared not responsible.

**QUALITY ASSURANCE LEVELS AND STANDARDS:** The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing Attributes -- Level III.
- (b) Finishing Attributes -- Level III.

Inspection Levels (from ANSI/ASQC Z 1.4):

- (a) Non-destructive Tests - General Inspection Level I.
- (b) Destructive Tests - Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Gov't furnished sample, Approved Proofs
P-8 Halftone Match	Approved Proofs
P-10.Process Color Match	Approved Proofs

**OPTION TO EXTEND THE TERM OF THE CONTRACT:** The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed five (5) years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the "EXTENSION OF CONTRACT TERM" clause. See also "ECONOMIC PRICE ADJUSTMENT" for authorized pricing adjustment(s).

**EXTENSION OF CONTRACT TERM:** At the request of the Government, the term of any contract resulting from this solicitation may be extended for such period of time as may be mutually agreeable to the GPO and the contractor.

**ECONOMIC PRICE ADJUSTMENT:** The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the

economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from Date of Award to July 31, 2014, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

Pricing adjustments in accordance with this clause will be based on changes in the seasonally adjusted "Consumer Price Index For All Urban Consumers - Commodities Less Food" (Index) published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics.

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending May 30, 2013, called the base index. The percentage change (plus or minus) of the variable index from the base index will be the economic price adjustment for the period being considered for adjustment.

The Government will notify the contractor by contract modification specifying the percentage increase or decrease to be applied to invoices for orders placed during the period indicated. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs and separately adjusted paper prices. Payment discounts shall be applied after the invoice price is adjusted.

**PREAWARD SURVEY:** In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

**ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS:** A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order will be supplemented by an individual "Print Order" for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

**ORDERING:** Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from Date of Award through July 31, 2014. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be "issued" for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

**REQUIREMENTS:** This is a requirements contract for the items and for the period specified herein. Shipment/delivery of items or performance of work shall be made only as authorized by orders issued in accordance with the clause entitled "Ordering". The quantities of items specified herein are estimates only, and are not purchased hereby. Except as may be otherwise provided in this contract, if the Government's requirements for the items set forth herein do not result in orders in the amounts or quantities described as "estimated", it shall not constitute the basis for an equitable price adjustment under this contract.

Except as otherwise provided in this contract, the Government shall order from the contractor(s) all the items set forth

which are required to be purchased by the Government activity identified on page 1.

The Government shall not be required to purchase from the contractor(s), requirements in excess of the limit on total orders under this contract, if any.

Orders issued during the effective period of this contract and not completed within that time shall be completed by the contractor(s) within the time specified in the order, and the rights and obligations of the contractor(s) and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract.

If shipment/delivery of any quantity of an item covered by the contract is required by reason of urgency prior to the earliest date that shipment/delivery may be specified under this contract, and if the contractor(s) will not accept an order providing for the accelerated shipment/delivery, the Government may procure this requirement from another source.

The Government may issue orders which provide for shipment/delivery to or performance at multiple destinations.

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the "Ordering" clause of this contract.

**PAYMENT:** Submit all billing invoices to: U.S. Government Printing Office, Office of Financial Management, Attn: Comptroller, Stop FMCE, Washington, DC 20401.

## SECTION 2. - SPECIFICATIONS

**SCOPE:** These specifications cover the production of books consisting of text pages and tab dividers, requiring such operations as copy pick-up, printing, drilling, collating, inserting into 3-ring binders or stitch binding, packing and distribution.

**TITLE:** ICS Manual

**FREQUENCY OF ORDERS:** Approximately One (1) to ten (10) orders per month.

**QUANTITY:** Approximately 25 to 500 copies per order with an average of 50 copies per order.

**NUMBER OF PAGES:** Varies from each ICS Manual. (Major Books on contract are: ISC 210 Manual {68 pages B/W, 6 pages in color, 0 tabs- side stitch in two places}; ICS 210/300 Manual {202 pages B/W, 10 pages in color, 20 tabs – drill and insert into three ring binder}; ICS 400 Manual {90 pages B/W, 0 pages color, 0 tabs – one stitch in top left corner})

**TRIM SIZE:** BOOK: 8-1/2 x 11", SPINE: 1-1/2 x 11", BINDER: Suitable to book (1-3" capacity), TAB DIV: 9 (incl. 1/2" lip) x 11"

**GOVERNMENT TO FURNISH:** One CDR that contains multiple PDF files, plus previous printed sample for each of the three ICS Manuals. Contractor is to maintain the file at their plant for the duration of the contract. Approximately once per year the USCG may make changes in one or more of the files for these books. GPO and the USCG may place orders on this contract where the only thing that is provided is the print order (GPO form 2511), and the contractor is to print from the files that are on hand.

Other orders that fit the scope of this contract may also be placed on the contract over the year. For these orders the Government will furnish PDF files, camera copy or reprint copy. Contractor will need to scan all copy and be able to return a print optimized PDF file on a CD to the agency when requested.

At the completion of the contract the contractor is to provide the Government with the most up-to-date print files for the ISC manuals to provide to the next contractor (if needed).

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried on copy or film, must not print on finished product.

Expect to convert RGB to CMYK on charts and illustrations.

**CONTRACTOR TO FURNISH:** All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product(s) in accordance with these specifications.

Contractor will be expected to layout and set type as needed for printing tab dividers.

**REPRODUCIBLES:** Prior to image processing, the contractor shall perform an extensive check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the technical contact on the Desktop Publishing Form, GPO 952.

The contractor shall create or alter any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

**PROOFS:** A production sample or pdf proof may be required. Only furnish a proof if indicated on the Print Order and the type of proof will be specified. No additional charge will be allowed for a pdf proof. Contractor may charge for the production proof under the schedule of prices.

The production proof will be withheld not more than 2 workdays from receipt by the Government until it is available for the contractor to pick up. PDF proofs will be "OK'd" within 2 workdays. Contractor must not print prior to receipt of an "OK to print."

Deliver proofs to agency at address indicated on the print order.

**STOCK/PAPER:** The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 12" dated March 2011.

Government Paper Specification Standards No. 12 – [http://www.gpo.gov/pdfs/customers/sfas/vol12/vol\\_12.pdf](http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf).

Color of paper furnished shall be of a uniform shade and a close match by visual inspection of the JCP and/or attached color sample(s). The Contracting Officer reserves the right to reject shipments of any order printed on paper the color of which, in his opinion, materially differs from that of the color sample(s).

Text: White or Colored Bond, grammage 75 g/m<sup>2</sup> (basis weight: 20 lbs per 500 sheets, 17 x 22"), equal to JCP Code G10 (The majority of the paper for the text will be White, however an occasional order may have a requirement for up to 10 leaves on a color bond)

Tab Dividers: White, Yellow or Buff Index, grammage 200 g/m<sup>2</sup> (basis weight: 110 lbs per 500 sheets, 25-1/2 x 30-1/2"), equal to JCP Code K10

Covers: For orders that require a cover and spine to be slipped into the clear outer pocket of the three ring binder: White or Colored Bond, grammage 75 g/m<sup>2</sup> (basis weight: 20 lbs per 500 sheets, 17 x 22"), equal to JCP Code G10

For orders that Side Stitch or Corner Stitch: White or Colored Index, grammage 200 g/m<sup>2</sup> (basis weight: 110 lbs per 500 sheets, 25-1/2 x 30-1/2"), equal to JCP Code K10 or White or Colored Vellum-Finish Cover, grammage 175 g/m<sup>2</sup> (basis weight: 65 } lbs per 500 sheets, 20 x 26"), equal to JCP Code L20.

**PRINTING:** Covers 1 and 4 print illustration and typematter in 4/c process, one side only. Spine prints illustration and typematter in 4/c process. An occasional cover may be required in Black only.

Text prints mainly in Black ink. An occasional page will print in color (up to Four-Color Process). Also an occasional order will have up to 10 leaves printed on a color paper other than white (in Black ink) and randomly inserted throughout. All pages consist of linematter, charts, and illustrations.

**TAB DIVIDERS:** When requested tab dividers print face on tab lip only in black ink. Tab dividers insert randomly throughout text. Construction: 1/5<sup>th</sup> cut, 1/2" round cornered lip on the outside 11" dimension. Lamination of Tab Dividers: Tabs must be reinforced by the lamination method of a single thickness of clear or color plastic, cellulose acetate, polyethylene, or equal material, securely bonded to each side of the divider, which shall overlap at least 3/8" onto the base sheet and extend at least 3/8" beyond the tab end. The outer edge of the tab must be smooth.

**BINDER CONSTRUCTION:** White binders: 1", 1-1/2", 2", and 3", with three slant D-rings (not round or oval) spaced 4-1/4" center to center and upright opening and closing levers at each end (levers must not extend beyond edges of binder). **POCKETS ON BINDERS:** Clear vinyl pockets with openings at top on outside front, outside back,

and on spine. 4” to 5” deep horizontal pockets on bottom edge on inside front and back cover. BINDERS WILL NOT PRINT AND ARE TO BE FURNISHED BY THE CONTRACTOR WHEN REQUESTED ON THE PRINT ORDER.

**INK:** Black and Full Color

**MARGINS:** Suitable margins, no bleeds.

**BINDING:** Trim 4 sides. Drill 3 holes 3/8” in diameter 4-1/4” center to center; centered on 11” side; center of holes 3/8” from bind edge of sheet.

Paper Covers: Trim flush.

Collate tab dividers throughout text per furnished sample. Insert front and back covers and spine into clear pockets of binder.

NOTE: DO NOT DRILL COVER INSERTS. Follow sample from previous printing.

**SIDE STITCH.** When requested on the print order, side stitch in two (2) places on the left bind side or single stitch in the upper left corner.

**SHRINK WRAP:** Occasionally shrink wrapping of the loose-leaf book or multiple copies of the stitched books may be required. Shrink wrapping can only be charged when specified on the GPO 2511, Print Order.

**PACKING:** Pack suitable per shipping container.

**LABELING AND MARKING:** Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers.

**DEPARTMENTAL RANDOM COPIES (BLUE LABEL):** All orders must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

Quantity <u>Ordered</u>	Number of <u>Sublots</u>
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special government-furnished blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list.

A copy of the PRINT ORDER/SPECIFICATION and a signed Government-furnished certificate of selection, must be included.

A copy of the Government furnished certificate must accompany the voucher sent to GPO, Financial Management Services, for payment. Failure to furnish the certificate may result in delay in processing the voucher.



**QUALITY ASSURANCE RANDOM COPIES:** In addition to the Departmental Random Copies (Blue Label), the contractor may be required to submit quality assurance random copies to test for compliance against the specifications. The print order will indicate the number required, if any. When ordered, the contractor must divide the entire order into equal sublots and select a copy from a different general area of each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. Copies will be paid for at the running rate offered in the contractor's bid and their cost will not be a consideration for award.

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A copy of the print order must be included.

A U.S. Postal Service approved Certificate of Mailing, identified by GPO program, jacket, and print order numbers must be furnished with billing as evidence of mailing.

**DISTRIBUTION:** All deliveries will be made using the agency's FedEx account number.

Complete shipping address will be furnished on the individual Print Order (GPO Form 2511).

Upon completion of each order, the contractor must notify the ordering agency on the same day that the product delivers/ships via email to the address specified on the print order. The subject line of the email shall be "Distribution Notice for Jacket XXX-XXX, P.O. XXXXX, Print Order XXXXX." The notice must provide all applicable tracking numbers, shipping method, and title. Contractor must be able to provide copies of all delivery and shipping receipts upon agency request.

**SCHEDULE:** Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511).

Furnished material must be picked up from and delivered to various US Coast Guard locations in the United States and the GPO offices in South Carolina and Virginia. Most orders will only require the print order so it can be faxed or emailed.

No definite schedule for pickup of material can be predetermined.

The following schedules begin the workday of notification of the availability of print order and furnished material.

The complete schedule is to be accomplished within 8-15 workdays as indicated on the Print Order, with an average schedule of 10 workdays. If a proof is required, the completed order is to be delivered within 6 workdays after receipt of the "OK to print."

The ship/deliver date indicated on the print order is the date products ordered must be delivered to the destination(s) specified.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with each order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

### SECTION 3 - DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices quoted in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce one year's production. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered for a like period of time.

The following item designations correspond to those listed in the "Schedule of Prices".

- |     |      |      |
|-----|------|------|
| I.  | (1)  | (2)  |
| (a) | 48   | 24   |
| (b) | 8640 | 4320 |
| (c) | 384  | 192  |
| (d) | 40   | 20   |
| (e) | 480  | 240  |
- 
- |    |        |     |
|----|--------|-----|
| II | 1.     | 12  |
|    | 2.     | 12  |
|    | 3.     | 250 |
|    | 4. (a) | 400 |
|    | (b)    | 600 |
|    | (c)    | 200 |
|    | (d)    | 100 |
|    | 5.     | 5   |

**SECTION 4 - SCHEDULE OF PRICES**

Bids offered are f.o.b. destination and f.o.b. contractor's city (reimbursable).

Prices must include the cost of all required materials and operations for each item listed in accordance with these specifications.

Bidder must make an entry in each of the spaces provided. Bids submitted with any obliteration, revision, or alteration of the order and manner of submitting bids, may be declared non-responsive.

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government.

Bids submitted with NB (No Bid) or blank spaces for an item will be declared non-responsive.

The Contracting Officer reserves the right to reject any offer that contains prices for individual items of production (whether or not such items are included in the Determination of Award) that are inconsistent or unrealistic in regard to other prices in the same offer or to GPO prices for the same operation if such action would be in the best interest of the Government.

All vouchers submitted to the GPO shall be based on the most economical method of production.

Fractional parts of 100 will be prorated at the per 100 rate.

**I. COMPLETE PRODUCT:** Prices quoted shall include the cost of all required materials and operations necessary for the complete production and distribution of the product listed in accordance with these specifications.

	<u>Make-ready and/or Setup</u> (1)	<u>Running Per 100 Copies</u> (2)
(a) Complete Cover (Front and Back,) ..... per set ..... (Cover that are printed on a heavier paper and stitched -Not in the binder)	\$ _____	\$ _____
(b) Text Page printed in Black (White Bond) .... per page .....	\$ _____	\$ _____
(c) Text Page printed in Color (White Bond) .... per page .....	\$ _____	\$ _____
(Up to Four-color process)		
(d) Text Page printed in Black (Color Bond) .... per page .....	\$ _____	\$ _____
(e) Per Tab Divider printed in Black ..... per tab .....	\$ _____	\$ _____

NOTE: Any blank page can be charged for under I, (b) Black Only Text Page only.

The contractor is cautioned that he/she shall not perform any operation or produce for which he/she has not quoted a price under the "Schedule of Prices".

\_\_\_\_\_  
Initials

**II. ADDITIONAL OPERATIONS:**

1. Side stitch in two places on the left side .....per 100 books ..... \$ \_\_\_\_\_
2. One stitch in Upper Left Corner ..... per 100 stitches ..... \$ \_\_\_\_\_
3. Shrink film wrapping ..... per wrap ..... \$ \_\_\_\_\_
4. Slant D-Ring Binders:
  - (a) White 1” Capacity Binder ..... per binder ..... \$ \_\_\_\_\_
  - (b) White 1½” Capacity Binder ..... per binder ..... \$ \_\_\_\_\_
  - (c) White 2” Capacity Binder ..... per binder ..... \$ \_\_\_\_\_
  - (d) White 3” Capacity Binder .....per binder .....\$ \_\_\_\_\_  
(Cost of the binder is to include the printing and inserting the outside front and spine piece into the outer clear pockets.)
5. Production Proof .....per order..... \$ \_\_\_\_\_

\_\_\_\_\_  
Initials

U.S. GOVERNMENT PRINTING OFFICE  
Printing Procurement Department

# BID

All bids are subject to GPO Publication 310.2, Contract Terms (Rev. 6-01) which is incorporated by reference, and the representations and certifications on the reverse of part one of this GPO Form 910.

Shipment(s) will be made from: City \_\_\_\_\_, State \_\_\_\_\_

(The city(ies) indicated above will be used for evaluation of transportation charges when shipment f.o.b. contractor's city is specified. If no shipping point is indicated above, it will be deemed that the bidder has selected the city and state shown below in the address block and the bid will be evaluated and the contract awarded on that basis. If shipment is not made from evaluation point, contractor will be responsible for any additional shipping costs incurred.)

PROGRAM NO. \_\_\_\_\_ (BIDDER TO ATTACH SCHEDULE OF PRICES TO THIS BID FORM)

or

JACKET NO. \_\_\_\_\_

BID \_\_\_\_\_

Additional \_\_\_\_\_ Rate \_\_\_\_\_

Discounts are offered for prompt payment as follows: \_\_\_\_\_ percent, \_\_\_\_\_ calendar days.  
See Provision 12 "Discounts" in GPO Contract Terms (Pub. 310.2).

Bidder hereby acknowledges amendment(s) number(ed) \_\_\_\_\_

In compliance with the above, the undersigned agrees, if this bid is accepted within \_\_\_\_\_ calendar days (60 calendar days unless a different period is inserted by the bidder) from the date for receipt of bids, to furnish the specified items at the price set opposite each item, delivered at the designated point(s), in exact accordance with specifications.

**Notice: Failure to provide a 60 day bid acceptance period may result in expiration of your bid prior to award.**

**COMPANY SUBMITTING BID**

**PERSON AUTHORIZED TO BID**

Company \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Title \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Signature \_\_\_\_\_

GPO Contractor Code (if known) \_\_\_\_\_ Date \_\_\_\_\_

Telephone Number \_\_\_\_\_ Facsimile Number \_\_\_\_\_

Contracting Officer Review \_\_\_\_\_ Date \_\_\_\_\_ Certifier \_\_\_\_\_ Date \_\_\_\_\_  
(Initials) (Initials)

Program No 2391-S Term: DATE OF AWARD To 07/31/2014												
TITLE: ICS MANUALS												
												PREVIOUS
				LITHEXCEL			NEBCAL	PUBLISHERS PRINTING		RAPID GRAPHIX		RAPID GRAPHIX
				340-16778			040-63133	160-72155		090-73454	090-73454	
	BASIS OF	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	
I	COMPLETE PRODUCT	AWARD										
(a.)	Complete Cover (Front and Back)											
(1)	Make Ready/Setup per set	48	\$20.00	\$960.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$48.00	\$1.00 \$48.00
(2)	Running per 100 copies	24	\$68.00	\$1,632.00	\$38.00	\$912.00	\$59.34	\$1,424.16	\$11.00	\$264.00	\$12.00	\$288.00
(b.)	Text Page Black (White Bond) per page											
(1)	Make Ready/Setup	8640	\$2.00	\$17,280.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(2)	Running per 100 copies	4320	\$2.50	\$10,800.00	\$2.25	\$9,720.00	\$32.18	\$139,017.60	\$1.20	\$5,184.00	1.2	\$5,184.00
(c.)	Text Page Color (White Bond) per page											
(1)	Make Ready/Setup	384	\$20.00	\$7,680.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(2)	Running per 100 copies	192	\$16.00	\$3,072.00	\$19.00	\$3,648.00	\$75.14	\$14,426.88	\$10.00	\$1,920.00	\$14.00	\$2,688.00
(d.)	Text page black (Color Bond) per page											
(1)	Make Ready/Setup per page	40	\$2.00	\$80.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(2)	Running per 100 copies	20	\$3.50	\$70.00	\$3.00	\$60.00	\$32.18	\$643.60	\$2.00	\$40.00	\$2.00	\$40.00
(e.)	Tab Divider in Black											
(1)	Make Ready & Set up per tab	480	\$35.00	\$16,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00	\$480.00	\$1.00	\$480.00
(2)	Running per 100 copies	240	\$25.00	\$6,000.00	\$19.00	\$4,560.00	\$165.20	\$39,648.00	\$12.00	\$2,880.00	\$12.00	\$2,880.00
II	ADDITIONAL OPERATIONS											
(1)	Side stitch in two places on the left side per 100 books	12	\$5.00	\$60.00	\$6.00	\$72.00	\$57.86	\$694.32	\$2.00	\$24.00	\$2.00	\$24.00
(2)	One stitch in Upper left Corner per 100 stitches	12	\$2.00	\$24.00	\$3.00	\$36.00	\$57.70	\$692.40	\$1.00	\$12.00	\$1.00	\$12.00
(3)	Shrink film wrapping per wrap	250	\$0.30	\$75.00	\$0.25	\$62.50	\$0.38	\$95.00	\$0.12	\$30.00	\$0.15	\$37.50
(4)	Slant D-Ring Binders											
(a)	White 1" Capacity Binder per binder	400	\$6.60	\$2,640.00	\$3.37	\$1,348.00	\$3.99	\$1,596.00	\$3.45	\$1,380.00	\$2.95	\$1,180.00
(b)	White 1 1/2" Capacity Binder per binder	600	\$8.00	\$4,800.00	\$4.00	\$2,400.00	\$4.79	\$2,874.00	\$3.73	\$2,238.00	\$3.23	\$1,938.00
(c)	White 2" Capacity Binder per binder	200	\$9.60	\$1,920.00	\$4.64	\$928.00	\$5.99	\$1,198.00	\$4.22	\$844.00	\$3.72	\$744.00
(d)	White 3" Capacity Binder per binder	100	\$11.80	\$1,180.00	\$5.47	\$547.00	\$7.99	\$799.00	\$5.35	\$535.00		
(5)	Production proof per order	5	\$60.00	\$300.00	\$5.00	\$25.00	\$15.47	\$77.35	\$0.00	\$0.00	\$0.00	\$0.00
<b>CONTRACTOR TOTALS</b>				<b>\$75,373.00</b>		<b>\$24,318.50</b>		<b>\$203,186.31</b>		<b>\$15,879.00</b>		<b>\$15,543.50</b>
<b>DISCOUNT</b>			1.00%	<b>\$753.73</b>	0.00%	<b>\$0.00</b>	0.00%	<b>\$0.00</b>	2.00%	<b>\$317.58</b>	2.00%	<b>\$310.87</b>
<b>DISCOUNTED TOTALS</b>				<b>\$74,619.27</b>		<b>\$24,318.50</b>		<b>\$203,186.31</b>		<b>\$15,561.42</b>		<b>\$15,232.63</b>
Abstracted by: Russ Ward 7-24-13												
Reviewed by: Richard Gilbert												