

PROGRAM No. 2536-S Contract Period: June 1, 2018 through May 31, 2019 plus four years

TITLE: Monthly Bulletin of Lake Levels for the Great Lakes

ITEM	DESCRIPTION	BASIS OF AWARD	McDonald & Eudy Printers Temple Hills, MD		Michael Henle Henle Speedy Print Marshall, MD		Production Press Jacksonville, FL		Spot Printing Oakbrook Terrace, IL		WBC Inc. d/b/a Lithexcel Albuquerque, New Mexico		Previous Contractor Henle Printing Company Marshall, MD	
			UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
I.	COMPLETE PRODUCT:													
a.	2 page insert, per printed side.....													
(1)	Makeready and/or Setup.....	1	\$85.00	\$85.00	\$60.00	\$60.00	\$30.00	\$30.00	\$129.00	\$129.00	\$20.00	\$20.00	\$57.37	\$57.37
(2)	Running per 1,000 copies.....	4	\$60.00	\$240.00	\$24.75	\$99.00	\$121.00	\$484.00	\$39.00	\$156.00	\$150.00	\$600.00	\$22.44	\$89.76
b.	4 page issue.....													
(1)	Makeready and/or Setup.....	8	\$150.00	\$1,200.00	\$90.00	\$720.00	\$100.00	\$800.00	\$145.00	\$1,160.00	\$30.00	\$240.00	\$87.10	\$696.80
(2)	Running per 1,000 copies.....	32	\$100.00	\$3,200.00	\$106.00	\$3,392.00	\$243.00	\$7,776.00	\$90.00	\$2,880.00	\$200.00	\$6,400.00	\$96.04	\$3,073.28
c.	8 page issue.....													
(1)	Makeready and/or Setup.....	3	\$200.00	\$600.00	\$135.00	\$405.00	\$190.00	\$570.00	\$220.00	\$660.00	\$48.00	\$144.00	\$133.90	\$401.70
(2)	Running per 1,000 copies.....	12	\$125.00	\$1,500.00	\$125.00	\$1,500.00	\$304.27	\$3,651.24	\$140.00	\$1,680.00	\$380.00	\$4,560.00	\$114.80	\$1,377.60
d.	12 page issue.....													
(1)	Makeready and/or Setup.....	1	\$250.00	\$250.00	\$185.00	\$185.00	\$247.00	\$247.00	\$295.00	\$295.00	\$72.00	\$72.00	\$180.25	\$180.25
(2)	Running per 1,000 copies.....	4	\$190.00	\$760.00	\$175.00	\$700.00	\$399.00	\$1,596.00	\$195.00	\$780.00	\$560.00	\$2,240.00	\$162.07	\$648.28
	TOTAL OFFER:			\$7,835.00		\$7,061.00		\$15,154.24		\$7,740.00		\$14,276.00		\$6,525.04
	DISCOUNT:		1.00%	\$78.35	2.00%	\$141.22	0.25%	\$37.89	2.00%	\$154.80	1.00%	\$142.76	5.00%	\$326.25
	NET OFFER:			\$7,756.65		\$6,919.78		\$15,116.35		\$7,585.20		\$14,133.24		\$6,198.79
					Awarded									

Created by: KD
Proofread by: CS

U.S. GOVERNMENT PUBLISHING OFFICE
200 N. LaSalle St., Suite 810
Chicago, IL 60601-1055

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Monthly Bulletin of Lake Levels for the Great Lakes

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

U.S. Army Corps of Engineers, Detroit District

Single Award

BID OPENING: Bids shall be publicly opened at **2 p.m.** prevailing Chicago, IL time on
May 22, 2018.

BID SUBMISSION: Submit bid to: U.S. Government Publishing Office (GPO), Chicago Regional Office, 200 N. LaSalle St., Suite 810, Chicago, IL 60601-1055. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Chicago Regional Office Fax No. (312) 886-2057. 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 January 2018.

The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, all pages of SECTION 4. – SCHEDULE OF PRICES.

BIDDERS, PLEASE NOTE: GPO has issued a new *GPO Publication 310.2, GPO Contract Terms - Solicitation Provisions, Supplemental Specifications, and Contract Clauses (Rev 1-18)*. Prospective bidders should carefully read this publication as the applicable terms within become an integral part of this contract. The document is posted at <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards> along with a list of major revisions.

CONTRACT TERM: The term of this contract is for the period beginning June 1, 2018 and ending May 31, 2019, plus up to 4 optional 12-month extension period(s) that may be added in accordance with the "Option to Extend the Contract Term" clause in this contract.

Note: Changes scattered throughout.

INFORMATION: For questions about these specifications call Chuck Szopo at 312-353-3916 x 6. NO COLLECT CALLS. For specifications or abstracts – this information is available on the GPO website at www.gpo.gov/how-to-work-with-us/vendors/contract-pricing.

Fax requests for new award information (available approximately 2 weeks after bid opening) to GPO Chicago, Attn: Front Desk at 312-886-2057.

SECTION 1.- GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised August 2002).

Contract Terms, Forms and Standards information for contractors can be found on the GPO website at <http://www.gpo.gov/how-to-work-with-us/vendors/programs-for-vendors>. The Contract Terms publication noted above can be downloaded at <http://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/terms.pdf> and <http://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap.pdf>.

DOING BUSINESS WITH GPO: Contractors wishing to do business with the GPO are referred to the GPO web site <http://www.gpo.gov/how-to-work-with-us/vendors/programs-for-vendors>, where one can register as a GPO contractor using the ‘**GPO Contractor Connection**’ link in accordance with the furnished instructions on this page.

NOTE: Prospective and existing GPO contractors are to note that as of January 1, 2008, all contractors seeking to do business with GPO must first complete and thereafter maintain the accuracy of their GPO Contractor Connection registration with the following mandatory taxpayer information boxes: “EIN/TIN #” Employer Identification Number of Taxpayer Identification Number): “Subject to Backup Withholding” (See IRS Form W-9, available for download at <http://www.irs.gov/pub/irs-pdf/fw9.pdf>.) GPO will withhold payment of invoices for work completed by any contractor who fails to provide this tax data in GPO Contractor Connection. Such invoices will be declared ineligible for payment until all requirements for payment, including providing this tax data in GPO Contractor Connection, have been satisfied.

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

Product Quality Level:

- (a) Printing (page related) Attributes – Level III
- (b) Finishing (item related) Attributes – Level III
- (c) Exception: Screen Printed Items – GPO Contract Terms

Inspection Levels (from ANSI/ASQC Z1.4):

- (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>Standard</u>
P-7. Type Quality and Uniformity	Supplied Files/Approved Proofs

PREDOMINANT PRODUCTION FUNCTION: The predominant production function is printing. Bidders who must subcontract this operation will be declared nonresponsible.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct a preaward survey or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

OPTION TO EXTEND THE CONTRACT TERM (OPTION YEARS): 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 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 periodic pricing revision.

EXTENSION OF CONTRACT: 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 **June 1, 2019 and ending May 31, 2020**, 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 (insert the date that is 3 months prior to the beginning of the contract), 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.

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 **June 1, 2018 and ending May 31, 2019**, plus for such additional period(s) as the contract is extended. 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 all the items set forth which are required to be purchased by the Government agency identified on page 1.

The Government shall not be required to purchase from the contractor, 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 within the time specified in the order, and the rights and obligations of the contractor 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 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:

Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address: <http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/vendors/how-to-get-paid>.

CONTRACTOR'S INVOICE FOR PAYMENT MUST BE ITEMIZED IN ACCORDANCE WITH THE SCHEDULE OF PRICES. FAILURE TO ITEMIZE IN ACCORDANCE WITH THE SCHEDULE OF PRICES MAY RESULT IN DELAYED PAYMENT.

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of a newsletter requiring such operations as receipt of electronic files, printing in one ink color, folding, labeling, packing, mailing, and delivery.

TITLE: Monthly Bulletin of Lake Levels for the Great Lakes.

Although this is an option year contract, all estimates, averages, etc., are based on one year's production.

FREQUENCY OF ORDERS: Approximately 12 total orders (monthly).

4-page pamphlet – Approximately 8 orders.

8-page pamphlet – Approximately 3 orders.

12-page pamphlet – Approximately 1 order.

QUANTITY: Approximately 4,000 per order.

NUMBER OF PAGES: 4, 8 or 12 pages per order. Note: It is anticipated that one order may require a 2 –page insert sheet (8.5 x 11”).

TRIM SIZE: See below under Binding

Mailed: 17 x 11” folded to 8-1/2 x 11” folded to 5-1/2 x 8-1/2

Bulk: 17 x 11” folded to 8-1/2 x 11”

GOVERNMENT TO FURNISH: Document Files: Electronic files will be emailed to contractor. Supplied files will be Adobe Acrobat PDF format. Contractor must be able to use the latest version of this program as well as be backwards compatible. At the Government's option, electronic files may be uploaded to contractor's FTP site.

Mailing Address List: Electronic files will be emailed to contractor. Supplied files will be in Excel CSV format. This list is updated for each issue. Contractor must be able to use the latest version of this program as well as be backwards compatible.

Print Order (GPO Form 2511): Print orders will be provided via e-mail. At the Government's option, print orders may be furnished as a hard copy, a faxed copy, or uploaded to contractor's FTP site. Contractor must be able to accept via e-mail.

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.

ELECTRONIC PREPRESS: Prior to image processing, the contractor shall perform a basic check (preflight) of furnished media and files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the Agency and Chuck Szopo at 312-353-3916 x 6 in sufficient time to comply with the shipping schedule. 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. Contractor must maintain the latest version of all programs and operating systems used in this contract as well as maintain backwards-compatibility.

COMPOSITION: Output from furnished electronic media must be produced on a high resolution device producing quality equal or better than an image resolution of 1200 dpi.

PROOFS: Contractor is required to email "Press Quality" PDF "soft" proofs (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow, image position, and color breaks. Proof will not be used for color match.

Contractor is required to call agency point of contact Heather Lucier at 313-226-1302 to advise that proofs have been emailed, or if there are other questions about placed orders. The agency will review the proofs and respond with an "OK to print" or an "OK with corrections" to the contractor within 1 to 3 hours of receipt of emailed proofs.

Email PDF proofs to Aurora.Fonseca@usace.army.mil ; Heather.M.Lucier@usace.army.mil ; keith.w.kompoltowics@usace.army.mil and lauren.m.fry@usace.army.mil as indicated on GPO Form 2511, or at the Government's option to additional or alternate email addresses.

No additional time will be added to the schedule when response to proofs is made within 3 hours.

The contractor must not print prior to written notification from the agency of an "OK to Print".

If any contractor's errors are serious enough in the opinion of the GPO to require revised proofs, the revised proofs are to be provided at no expense to the Government. No extra time can be allowed for this reproofing; such operations must be accomplished within the original production schedule allotted in the specifications.

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.

NOTICE: Copies of the "Government Paper Specifications Standards, No. 12," dated March 2011, are available for sale on a subscription basis by the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402; or can be downloaded in PDF format from the GPO website at <http://www.gpo.gov/vendors/sfas.htm>.

All paper per order used must be of a uniform shade.

White Offset Book, basis weight: 70 lbs. per 500 sheets, 25 x 38", equal to JCP Code A60.

PRINTING AND INK:

Print head-to-side and head-to-head in black ink only.

The insert may print either face only or face and back.

MARGINS: Follow margins as indicated on the print order or in supplied files. No bleeds.

IDENTIFICATION MARKINGS: 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.

BINDING: Do not stitch.

Bulk shipment copies (approximately 100 per order): Fold 11 x 17" to 8-1/2 x 11". Some orders may require additional fold and/or sealing, per instructions on GPO Form 2511.

Mailed copies (approximately 3,900 per order): Fold 11 x 17" to 8-1/2 x 11", then fold to 8-1/2 x 5-1/2" with the title and permit imprint address block out. When ordered, insert 2-page (1 sheet) within center of 4-, 8-, or 12-page newsletter prior to final fold.

ADDRESSING AND SEALING: Contractor must address mailed copies singly as self-mailers. Addresses may be ink jet, laser imaged, or applied directly to units as labels. The printed image must have consistent density, be easily readable, be free of smears and must not be skewed. Address standardization (including NCOA) of these addresses by the contractor is required. It is the contractor's responsibility that the COMPLETE address information be placed in the address area in the exact order of mail list file, and addresses must meet all USPS requirements for mailing.

Wafer seal the open edge (8-1/2" and 5-1/2" dimension) in accordance with all U.S. Post Office requirements.

PACKING AND LABELING: Pack unlabeled flat "bulk shipments" copies in shipping containers.

Bulk Shipments: Pack in shipping containers not to exceed 45 lbs. when fully packed. Pack suitably in containers as appropriate. Products shall not be mixed within bundles or containers. Shipping containers shall have a minimum bursting strength of 275 lbs. per square inch or a minimum edge crush test (ECT) of 44 lbs. per inch width. One sample copy of the product packaged in each bundle or container must be attached, face up to the outside of the bundle or container, to identify the contents therein. At the contractor's option, when multi-page products are packaged, a sample copy of the first page of the product may be attached to identify the contents. When multiple bundles or containers are required to package the same product, they must be identified (i.e. 1 of 3, 2 of 3, etc). Contractor to reproduce shipping container labels, fill in appropriate blanks and attach to shipping containers.

Labeling and Marking Specifications (GPO Form 905): See GPO Contract Terms Booklet, Publication 310.2. for more information.

All expenses incidental to packing and labeling bundles and containers must be borne by the contractor.

Blue Label Copies - All orders must be divided into equal (80) sublots. A random copy must be selected from each sublot. Do not choose copies from the same general area in each sublot. The contractor will be required to certify that copies were selected as directed using GPO Form 917-Certificate of Selection of Random Copies (located on GPO.gov). The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed. These randomly selected copies must be packed separately and identified by a special label (GPO Form 2678-Departmental Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list.

GPO SAMPLES: Mark package with Program number and Print Order number. GPO samples are to be shipped at the same time as the scheduled shipment/delivery and cannot be deducted from the total quantity ordered. Deliver sample copies by the most economical method. No additional charge will be allowed for GPO samples.

GPO "VERIFICATION OF DELIVERY": Contractor MUST email delivery verification information to VerifyChicago@gpo.gov WITHIN 24 HOURS OF DELIVERY. Enter Program and Print Order numbers in the subject line, and in the body of the message indicate the method of shipment and the delivery date. If a contract specifies a shipping method of **F.O.B. Contractor's City** (at government's expense), enter the date of shipment. If a contract specifies **F.O.B. Destination** (at contractor's expense), enter the date of delivery. If a contract specifies a combination of both methods, include all shipping and delivery dates. **Failure to provide this information for each print order may result in delayed payment of invoices.**

RECEIPTS FOR DELIVERY: Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket, program, and print order numbers; total quantity shipped and/or delivered, number of

cartons, and quantity per carton; date delivery made; and signature of the Government agent accepting delivery. The original copy of these receipts or other acceptable proof must accompany the contractor's voucher for payment.

DISTRIBUTION:

Deliver F.O.B. Destination (at contractor's expense) via traceable means:

Approximately 100 unaddressed copies or per 2511)(includes 80 Blue labels) to: U.S. Army Corps of Engineers
477 Michigan Avenue
Detroit, MI 48226
Attn. Heather Lucier (313) 226-1302 or as stated on the print order
INSIDE DELIVERY REQUIRED

2 GPO Samples to: U.S. Government Publishing Office
Attn: (Program 2536-S) and (Print Order #)
200 N. LaSalle St., Suite 810
Chicago, IL 60601-1055
Attn: Chuck Szopo

Mailing F.O.B. Contractor's City:

Mail approximately 3,900 folded, sealed and labeled copies as self-mailers in accordance with U.S. Postal Service requirements as Standard A mail, entered at a bulk mail acceptance unit. Contractor must comply with all Postal Service sorting and packing requirements for Standard A Mailing (3rd Class Bulk, e.g., bundling, cross tying, packing, and creating sack labels, etc.), and all form requirements (e.g., proper completion of Postal Form 3602 or other appropriate forms required for bulk mailing). Forms must be submitted as required by the Postal Service, dated and initialed or signed by a postal employee. Mailing must be prepared for the lowest possible postage rates.

The contractor must set up a presort standard postage paid permit imprint account at the post office for use in mailing the contract item.

The contractor will be reimbursed for the cost of the postage by submitting signed receipts from the post office and billing the postage as a separate line item on invoice. A copy of these completed postal forms must accompany contractor's billing for each order for reimbursement.

No later than 3 workdays after delivery date, a copy all completed postal forms must be sent via email to: Heather.M.Lucier@usace.army.mil

RETURN OF GOVERNMENT FURNISHED MATERIALS: Return any furnished material, F.O.B. Destination, to the address in "Distribution" via traceable means with a signed receipt. All returned furnished materials must be separately packaged from other distribution items.

All expenses incidental to the pickup and return of all government furnished material must be borne by the contractor.

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).

No definite schedule for pickup of material can be predetermined. The Government will notify the contractor when furnished material and print order are available for pickup.

All deliveries must be made prior to 3:00 p.m., Detroit, MI time.

The following schedule begins the workday after notification of the availability of print order and furnished material. The workday after notification will be the first workday of the schedule. Workdays are Monday through Friday, exclusive of Federal Holidays.

Contractor must make complete production, mailing, and delivery within 3 workdays.

The ship/deliver date specified on the print order is the date that unlabeled copies must be delivered to Detroit, MI, and that the mailed copies must be entered into the postal system at a bulk mail acceptance unit.

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 (1) year's production under this contract. 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.
 - (a)(1) 1
 - (2) 4

 - (b)(1) 8
 - (2) 32

 - (c)(1) 3
 - (2) 12

 - (d)(1) 1
 - (2) 4

SECTION 4.- SCHEDULE OF PRICES

Bids offered are F.O.B. Destination and F.O.B Contractor’s City.

SUBMISSION OF OFFERS AND EVALUATION: 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 nonresponsive.

Bids submitted with NB (No Bid) or blank spaces for an item may be declared nonresponsive.

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

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.

The contractor is cautioned not to perform any operation(s) or produce any product(s) for which a price has not been offered under the contract. Further, the contractor is not to accept orders which are outside the scope of the contract. Any changes made to an order MUST be confirmed in writing by the Contracting Officer, Chicago GPO. If such orders are placed by the agency, and no Modification is received from Chicago GPO, the contractor is to notify GPO Chicago immediately. Failure to do so may result in nonpayment.

Contractor’s invoice for payment must be itemized in accordance with THE Schedule of Prices. FAILURE TO ITEMIZE IN ACCORDANCE WITH THE SCHEDULE OF PRICES MAY RESULT IN DELAYED PAYMENT.

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

Fractional parts of 1,000 will be prorated at the Per 1,000 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. Only one makeready and/or setup charge will be allowed per 4, 8, or 12 page issue regardless of the number of copies run. A separate charge will be allowed for the 2-page insert when required.

	<u>Makeready and/or setup</u> (1)	<u>Running per 1,000 copies</u> (2)
(a) 2-page insert.....per printed side.....	\$ _____	\$ _____
(b) 4-page issue.....	\$ _____	\$ _____
(c) 8-page issue.....	\$ _____	\$ _____
(d) 12-page issue.....	\$ _____	\$ _____

(Initials)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

SHIPMENT(S): Shipments 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, the contractor will be responsible for any additional shipping costs incurred.

DISCOUNTS: Discounts are offered for payment as follows: _____ Percent, _____ calendar days. See Article 12 "Discounts" of Solicitation Provisions in GPO Contract Terms (Publication 310.2).

AMENDMENT(S): Bidder hereby acknowledges amendment(s) number(ed) _____

BID ACCEPTANCE PERIOD: In compliance with the above, the undersigned agree, 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 points(s), in exact accordance with specifications.

NOTE: Failure to provide a 60-day bid acceptance period may result in expiration of the bid prior to award.

BIDDER'S NAME AND SIGNATURE: Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms-Publication 310.2. When responding by fax or mail, fill out and return one copy of all pages in "SECTION 4. -SCHEDULE OF PRICES," including initialing/signing where indicated. Failure to sign the signature block below may result in the bid being declared non-responsive.

Bidder _____
(Contractor Name) (GPO State and Contractor's Code)

(Street Address)

(City - State - Zip Code)

By _____
(Printed Name, Signature, and Title of Person Authorized to Sign this Bid) (Date)

(Person to be Contacted) (Telephone Number) (Email)

(Initials)

THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____ Contracting Officer: _____ Date: _____
(Initials) (Initials)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

BIDDERS NOTE: Indicate below how you intend to meet the required schedule of these specifications including the proposed carrier(s) that you will use for pickups and deliveries.

(Initials)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)