

PROGRAM TITLE	3575-S: MAY 11, 2020 THROUGH APRIL 30, 2021 AND 4 OPTION PERIODS PRINT ON DEMAND RIVER NAVIGATION CHARTS		A & W GRAPHICS Dallas, TX		CAPITOL CITICOM, INC Columbus, OH		GRAY GRAPHICS Capitol Heights, MD		IMAGE SQUARE, INC Santa Monica, CA		OCEAN GRAPHICS St. Paul, MN		PRODUCTION PRESS Jacksonville, IL	
ITEM NO.	DESCRIPTION	BASIS OF AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I.	PRINTING/IMAGING, TRIMMING TO SIZE, AND COLLATING:													
(a)	Black and Blank Pages (including blanks), each page													
(1)	Format A	150	\$0.20	\$30.00	\$0.02	\$3.00	\$0.04	\$6.00	\$0.50	\$75.00	\$0.02	\$3.00	\$0.04	\$6.00
(2)	Format B	34,382	\$0.20	\$6,876.40	\$0.03	\$1,031.46	\$0.06	\$2,062.92	\$0.035	\$1,203.37	\$0.02	\$687.64	\$0.025	\$859.55
(3)	Format C	30,302	\$0.20	\$6,060.40	\$0.04	\$1,212.08	\$0.06	\$1,818.12	\$0.035	\$1,060.57	\$0.02	\$606.04	\$0.03	\$909.06
(b)	Color Pages, each page													
(1)	Format A	7,300	\$0.25	\$1,825.00	\$0.02	\$146.00	\$0.08	\$584.00	\$0.20	\$1,460.00	\$0.08	\$584.00	\$0.11	\$803.00
(2)	Format B	43,742	\$0.25	\$10,935.50	\$0.03	\$1,312.26	\$0.10	\$4,374.20	\$0.12	\$5,249.04	\$0.08	\$3,499.36	\$0.095	\$4,155.49
(3)	Format C	38,578	\$0.25	\$9,644.50	\$0.04	\$1,543.12	\$0.10	\$3,857.80	\$0.12	\$4,629.36	\$0.08	\$3,086.24	\$0.105	\$4,050.69
II.	STOCK/PAPER, EACH LEAF:													
(a)	White No. 1 Silk/Dull Coated Text (80-lb)													
(1)	Format A	3,675	\$0.07	\$257.25	\$0.06	\$220.50	\$0.06	\$220.50	\$0.09	\$330.75	\$0.05	\$183.75	\$0.04	\$147.00
(2)	Format B	38,262	\$0.09	\$3,443.58	\$0.07	\$2,678.34	\$0.08	\$3,060.96	\$0.08	\$3,060.96	\$0.07	\$2,678.34	\$0.05	\$1,913.10
(3)	Format C	33,654	\$0.09	\$3,028.86	\$0.09	\$3,028.86	\$0.08	\$2,692.32	\$0.08	\$2,692.32	\$0.08	\$2,692.32	\$0.06	\$2,019.24
(b)	White Printable Plastic Film (Synthetic Paper), 14 mil thickness													
(1)	Format A	50	\$4.35	\$217.50	\$1.15	\$57.50	\$3.00	\$150.00	\$1.50	\$75.00	\$2.00	\$100.00	\$0.69	\$34.50
(2)	Format B	800	\$4.35	\$3,480.00	\$2.25	\$1,800.00	\$5.00	\$4,000.00	\$1.30	\$1,040.00	\$2.00	\$1,600.00	\$1.37	\$1,096.00
(3)	Format C	786	\$4.35	\$3,419.10	\$2.25	\$1,768.50	\$5.00	\$3,930.00	\$1.30	\$1,021.80	\$2.00	\$1,572.00	\$1.52	\$1,194.72
III.	ADDITIONAL OPERATIONS:													
(a)	Create artwork for ISBN and place in PDF, each ISBN	5	\$50.00	\$250.00	\$10.00	\$50.00	\$20.00	\$100.00	\$30.00	\$150.00	NC	\$0.00	\$12.00	\$60.00
(b)	Plastic Coil Binding (including black coil):													
(1)	6 mm to 10 mm diameter coils, each book	275	\$10.00	\$2,750.00	\$0.65	\$178.75	\$1.00	\$275.00	\$1.20	\$330.00	\$0.20	\$55.00	\$1.77	\$486.75
(2)	11 mm to 15 mm diameter coils, each book	348	\$10.50	\$3,654.00	\$0.85	\$295.80	\$2.00	\$696.00	\$1.50	\$522.00	\$0.32	\$111.36	\$2.17	\$755.16
(3)	16 mm to 20 mm diameter coils, each book	165	\$29.00	\$4,785.00	\$1.10	\$181.50	\$3.00	\$495.00	\$2.00	\$330.00	\$0.48	\$79.20	\$2.91	\$480.15
(4)	21 mm to 30 mm diameter coils, each book	30	\$32.00	\$960.00	\$1.35	\$40.50	\$4.00	\$120.00	\$3.00	\$90.00	\$0.80	\$24.00	\$3.67	\$110.10
CONTRACTORS TOTALS				\$61,617.09		\$15,548.17		\$28,442.82		\$23,320.17		\$17,562.25		\$19,080.51
PROMPT PAYMENT DISCOUNT			1.00%	\$616.17	0.00%	\$0.00	2.00%	\$568.86	0.00%	\$0.00	1.00%	\$175.62	0.25%	\$47.70
DISCOUNTED TOTAL			20 DAYS	\$61,000.92	NET	\$15,548.17	20 DAYS	\$27,873.96	NET	\$23,320.17	30 DAYS	\$17,386.63	20 DAYS	\$19,032.81
AWARDED														

Abstracted by: Teresa Doughty-Shoffstall 05/06/2020

Abstract Verified by: Linda Price 05/06/2020

Contract Awarded to: Capitol Citicom, Inc.

This is a reprocurement of the terminated contract 3575-S (R1) with revised specifications

This procurement is being solicited as a small purchase Request for Quotation (RFQ). The sealed bidding terminology as used throughout these specifications is synonymous with their negotiated procurement counterparts unless specifically stated otherwise. Negotiated pursuant to 41 U.S.C. 5(1).

U.S. GOVERNMENT PUBLISHING OFFICE

Columbus, Ohio

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Print On Demand River Navigation Charts

as requisitioned from the U.S. Government Publishing Office (GPO) for the

U.S. Government Publishing Office, Superintendent of Documents

Single Award

TERM OF CONTRACT

The term of this contract is for 1 year, (base year period Date of Award through April 30, 2021) plus up to four (4) optional 12-month periods (May 1, 2021 through April 30, 2022; May 1, 2022 through April 30, 2023; May 1, 2023 through April 30, 2024; and May 1, 2024 through April 30, 2025) that may be added in accordance with the "Option to Extend the Term of Contract", and "Economic Price Adjustment" clauses in Section 1 of this contract.

QUOTE OPENING

Quotes shall be opened at 11:00 a.m., prevailing Eastern Daylight Time, on May 6, 2020 at the U.S. Government Publishing Office, Columbus Regional Office.

QUOTE SUBMISSION

Due to the COVID-19 pandemic, the physical office will NOT be open. Based on this, bidders MUST submit email quotes to bidscolumbus@gpo.gov for this solicitation. No other method of quote submission will be accepted at this time.

The company name, program number, and quote opening date must be specified in the subject line of the emailed quote submission. Quotes received after 11:00 a.m. prevailing Eastern Daylight Time on the quote opening date specified above will not be considered for award.

BIDDERS PLEASE NOTE

Bidders are cautioned to familiarize themselves with all provisions of this contract before bidding. Specific attention is directed to:

- Quote submission provisions under "Additional Emailed Quote Submission Provisions" on page 5.
- Revised Format classifications (page 6). Significant revisions to "Stock/Paper" (pages 9 and 10), "Packing" (page 10), "Distribution" (page 11), and Section 4. Schedule of Prices (pages 13 through 15). Deleted "Lamination" requirement.
- GPO has issued a new Government Paper Specification Standards, No. 13, dated September 2019. Prospective bidders should carefully read this publication as the applicable standards 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.
- Additional changes scattered throughout.

Abstract is available on GPO website at: <http://www.gpo.gov/gpo/abstracts/abstract.action?region=Columbus>

For information of a technical nature, contact Linda Price at 614-488-4616, ext. 7 (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 the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Pub. 310.2, effective December 1, 1987 (Rev. 1-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Pub. 310.1, effective May 1979 (revised 9-19)).

- GPO Contract Terms (GPO Publication 310.2) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contract-terms-01-18.pdf>.
- GPO QATAP (GPO Publication 310.1) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.
- More GPO Publications can be found at: <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards>.

QUALITY ASSURANCE LEVELS AND STANDARDS

The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing (page related) Attributes -- Level III. This shall include an image reproduced by any means.
- (b) Finishing (item related) Attributes -- Level III.

Inspection Levels (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	PDF File
P-8. Halftone Match (Single and Double Impression)	PDF File
P-9. Solid and Screen Tint Color Match	PDF File
P-10. Process Color Match	PDF File

Prior to award, contractor may be required to provide information related to specific equipment that will be used for production.

EXTENSION OF TERM 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.

OPTION TO EXTEND TERM OF 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 (**April 30, 2025**) as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the “Extension of Term of Contract” clause. See also “Economic Price Adjustment” for authorized pricing adjustment(s).

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 through April 30, 2021**, 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 **January 31, 2020**, 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.

If the Government exercises an option, the extended contract shall be considered to include this economic price adjustment clause.

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.

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. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

1. Most recent profit and loss statement
2. Most recent balance sheet
3. Statement of cash flows
4. Current official bank statement
5. Current lines of credit (with amounts available)
6. Letter of commitment from paper supplier(s)
7. Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

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 April 30, 2021** (plus options). 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 activity 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.

DELIVERY/SHIPPING STATUS INFORMATION

Contractors are to report information regarding each order for compliance reporting purposes and include date of delivery (or shipment if applicable) for proofs and delivery schedules in accordance with the contract requirements by contacting Columbus RO via email to trackcolumbus@gpo.gov, or by calling (614) 488-4616, ext. 6, or by faxing to (614) 488-4577.

ADDITIONAL EMAILED QUOTE SUBMISSION PROVISIONS

The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed quote including, but not limited to, the following –

1. Illegibility of quote.
2. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
3. The bidder’s email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO’s stated limit.
4. When the email quote is received by GPO, it will remain unopened until the specified quote opening time. Government personnel will not validate receipt of the emailed quote prior to quote opening. GPO will use the prevailing Eastern Daylight Time and the exact time that the email is received by GPO’s email server as the official time stamp for quote receipt at the specified location.

PAYMENT

Submit all vouchers via FAX utilizing the GPO barcode cover sheet program application. Instructions for the GPO barcode coversheet program application can be found at the following web address:
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

At time of invoicing, the contractor shall submit a copy of the print order, contractor’s invoice, all mailing and/or delivery receipts, and one low resolution (low rez) PDF file of complete publication via e-mail to lprice@gpo.gov, and tshoffstall@gpo.gov.

SECTION 2. – SPECIFICATIONS

SCOPE

These specifications cover the production of print on demand (POD) river navigation charts requiring such operations as electronic submission of digital files, prior to production samples, printing/imaging in black and full color, binding, packing, and distribution.

TITLE

Print on Demand River Navigation Charts

NUMBER OF ORDERS/QUANTITY/NUMBER OF PAGES/TRIM SIZE

Number of Orders: Approximately 26 orders per year.

Quantity: Approximately 1 to 100 copies per order.

Number of Pages: Approximately 50 to 500 pages per order.

Various trim sizes will be ordered and paid for in their respective “Format” classification as follows:

- Format “A”: 8-1/2 x 11” or 11 x 8-1/2”
- Format “B”: 8-1/2 x 14” or 14 x 8-1/2”
- Format “C”: 11 x 17” or 17 x 11”

Orders may be placed within any combination of the ranges listed above. Anticipate the following:

Table 1: Page Range: 50 to 140 Text/Cover Pages (6 to 10 mm black coils)

Orders	Format	Quantity Range	Average Quantity	Average Text/Cover Pages	Average Black and Blank Text/Cover Pages	Average Color Text/Cover Pages
1	B	1 to 25	20	106	47	59
2	B	26 to 50	30	116	51	65
2	C	1 to 25	20	116	51	65
5	C	26 to 50	31	104	46	58

Table 2: Page Range 142 to 220 Text/Cover Pages (11 to 15 mm black coils)

Orders	Format	Quantity Range	Average Quantity	Average Text/Cover Pages	Average Black and Blank Text/Cover Pages	Average Color Text/Cover Pages
2	B	1 to 25	19	214	94	120
5	B	26 to 50	36	200	88	112
1	B	51 to 75	70	216	95	121
2	C	26 to 50	30	166	73	93

Table 3: Page Range 222 to 320 Text/Cover Pages (16 to 20 mm black coils)

Orders	Format	Quantity Range	Average Quantity	Average Text/Cover Pages	Average Black and Blank Text/Cover Pages	Average Color Text/Cover Pages
1	A	1 to 25	25	298	6	292
1	B	26 to 50	32	306	135	171
3	C	26 to 50	36	260	114	146

Table 4: Page Range 322 to 500 Text/Cover Pages (20 to 30 mm black coils)

Orders	Format	Quantity Range	Average Quantity	Average Text/Cover Pages	Average Black and Blank Text/Cover Pages	Average Color Text/Cover Pages
1	C	26 to 50	30	336	148	188

GOVERNMENT TO FURNISH

Furnished press-ready PDF files (current or near current version of Adobe Acrobat) created in ESRI ArcGIS and transmitted via Government FTP site. FTP address and log-in credentials provided with each order.

All platform and software upgrades which may occur during the term of the contract must be supported by the contractor. Average file size is 127 MB. Color ID is CMYK.

There are approximately 24 different titles. Additional titles may be added during the term of the contract.

The first time a title is ordered and when significant revisions are made to a title, the contractor will be furnished the most recent file for that title. The contractor is to maintain each title’s current file until a new file is provided by the Government.

Unless again the successful bidder, contractor, within 10 workdays of contract expiration, shall remove all these files from all IT systems.

All screen and printer fonts will be furnished with files. The contractor is cautioned that furnished fonts are the property of the Government and/or its originator. All furnished fonts are to be eliminated from the contractor’s archive immediately after completion of the contract.

GPO to provide ISBN and contractor is to create the artwork as described under “Contractor to Furnish.”

Pagination Instructions. Press-Ready PDF is in page configuration.

Print Orders (GPO Form 2511)

Delivery/Shipping Status Report Form

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.

CONTRACTOR TO FURNISH

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. The contractor is required to maintain a digital archive (press-ready PDF files) of all titles ordered and printed to be returned to the Government on CD upon completion of the contract.

ISBN

International Standard Book Number (ISBN) is to be supplied by GPO to the contractor and contractor create the artwork for the ISBN and place it in proper position on cover 4 in the furnished, press-ready PDF.

ELECTRONIC PREPRESS

Prior to image processing, the contractor shall perform a basic 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 GPO Columbus Regional Office at (614) 488-4616.

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.

DIGITAL DELIVERABLES

Upon completion of the contract, the contractor must furnish final production press-ready PDF files (digital deliverables) of all titles ordered throughout the term of the contract. The digital deliverables must be an exact representation of the final printed piece and, shall be sent to the Government with the original furnished files via e-mail or on CD. The Government will not accept, as digital deliverables, any proprietary file formats other than those supplied, unless specified by the Government.

When a new title is added or revisions to an existing title are provided, the contractor shall set the ISBN artwork and incorporate it into the Government furnished file. At that same time, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions. Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

PRIOR TO PRODUCTION SAMPLES

When indicated on the individual print order, prior to production samples will be required. Anticipate this requirement each time a new title is introduced or when significant revisions are made to an existing title.

An occasional order for an existing title without changes may require prior to production samples. Contractor will be reimbursed for prior to production samples in accordance with GPO “Schedule of Prices” hereafter.

The sample requirement for this contract is one printed construction sample. Sample shall be printed and constructed as specified and must be of the size, kind, and quality that the contractor will furnish. Sample will be inspected and tested and must comply with the specifications as to construction, kind, and quality of materials.

Prior to the commencement of production of the contract production quantity, the contractor shall submit sample to the following address:

U.S. Army Corps of Engineers – ACE-IT
441 G Street, NW, Room 6S59
ATTN: Susan Jarmolowski
Washington, DC 20314

NOTE: Samples must be sent using FedEx courier.

Sample will be tested for conformance of material(s) and/or for construction. The container and accompanying documentation shall be marked “Preproduction Samples” and shall include the GPO jacket, purchase order, and program numbers. The samples must be submitted in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule.

The Government will approve, conditionally approve, or disapprove the samples within 10 workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefor.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, “Notice of Compliance with Schedules,” of GPO Contract Terms (GPO Publication 310.2, effective December 1987 (Rev. 1-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor’s risk. Sample will not be returned to the contractor. Contractor will be reimbursed for prior to production samples in accordance with GPO “Schedule of Prices” hereafter.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

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. 13” dated September 2019.

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 Pages: White No. 1 Silk/Dull Coated Text basis weight: 80 lbs. per 500 sheets, basis size 25 x 38”, equal to JCP Code A261.

Cover Pages: White Printable Plastic Film (Synthetic Paper), 14-mil thickness, equal to JCP Code O90.

PRINTING/IMAGING

At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level III standards are maintained. Final output must be a minimum of 150-line screen and a minimum resolution of 2400 x 2400 dpi x 1 bit or 600 x 600 dpi x 8 bit depth technology. Digital device must have a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

Text and cover pages print/image head-to-foot or head-to-head in black and full color and consist of type, solids, screens, reverses, and line-art illustrations, heavy ink coverage, critical registration. Contractor must be capable of printing/imaging and collating strip map books.

STRIP MAP BOOK COLLATION

The front of each book contains regulation information, map overview, and legend pages followed by the strip maps with ancillary information. Strip maps print/image in black ink or full color on right (landscape) or bottom (portrait) facing pages and will be labeled with a chart number rather than a page number. The associated ancillary information will print/image on the preceding left (landscape) or top (portrait) facing page in black or full color. Some strip maps will not have ancillary information resulting in blank pages.

MARGINS

Margins will be as indicated on the print order or PDF files. Text pages do not bleed. Cover pages may or may not bleed 1 to 4 sides. Bleeds provided on file.

BINDING

Plastic spiral bind with black plastic spiral coil of suitable coil diameter (6 mm to 30 mm) and 4:1 pitch. Portrait oriented books bind on top dimension. Landscape oriented books bind on left dimension.

- 6 mm to 10 mm diameter, minimum 0.063" coil gauge, 25 to 70 leaves (50 to 140 pages/covers)
- 11 mm to 15 mm diameter, minimum 0.069" coil gauge, 71 to 110 leaves (142 to 220 pages/covers)
- 16 mm to 20 mm diameter, minimum 0.079" coil gauge, 111 to 160 leaves (222 to 320 pages/covers)
- 20 mm to 30 mm diameter, minimum 0.082" coil gauge, 161 to 250 leaves (322 to 500 pages/covers)

PACKING

Package as indicated on the individual print order. Shipping containers must conform to GPO Contract Terms (Pub. 310.2), Supplemental Specifications 3. Packing. The material used in packing must be of such quality as to insure arrival of the printed matter at its destination in a satisfactory and usable condition. **Contractor to slip sheet between books to protect covers from scuffing.**

All shipments which fill less than a shipping container must be packaged with materials of sufficient strength and durability and in such a manner which will guarantee that the product will not shift or be damaged and the package will not open or split during transit.

LABELING AND MARKING

Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from www.gpo.gov, fill in appropriate blanks, and attach to shipping containers.

Additional labeling and marking specifications may be provided. Follow labeling and marking specifications provided with each individual print order.

DISTRIBUTION

Deliver f.o.b. destination to the following address:

US Government Publishing Office
Documents Warehouse
Receiving Branch, STOP: SSWR
Laurel, MD 40707-4950

All expenses incidental to pickup and return of materials and prior to production samples 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 can be predetermined.

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.

Contractor must complete production and distribution within 5 workdays (as specified on the print order) of receipt of notification of the availability of the print order and furnished material.

Orders requiring Prior to Production Samples will require complete production and distribution 5 workdays after prior to production sample approval.

The ship/deliver date indicated on the print order is the date products must be delivered to the Laurel, MD address listed under "Distribution".

Upon completion of each order, the contractor is to notify the U.S. Government Publishing Office (trackcolumbus@gpo.gov, jreed@gpo.gov, and tmerrick@gpo.gov) of the date of shipment and tracking information as applicable.

RECEIPT FOR DELIVERY

Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket, program, and print order numbers; total quantity delivered, number of cartons, and quantity per carton; date delivery made; and signature of the Government agent accepting delivery. The original copy of this receipt must accompany the contractor's voucher for payment.

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 offered in the “Schedule of Prices” to the following units of production which are the estimated requirements to produce one (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.		(1)	(2)	(3)
	(a)	150	34,382	30,302
	(b)	7,300	43,742	38,578
II.		(1)	(2)	(3)
	(a)	3,675	38,262	33,654
	(b)	50	800	786
III.	(a)	5		
	(b) (1)	275		
	(2)	348		
	(3)	165		
	(4)	30		

SECTION 4. – SCHEDULE OF PRICES

Bids offered are f.o.b. destination to Laurel, MD.

Prices must be submitted for the entire term of the contract and bids qualified for a lesser period will not be considered.

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 nonresponsive.

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), NA (Not Applicable), or blank spaces for an item may be declared nonresponsive.

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

Bids for each “Format” shall be for any trim size up to the maximum trim size listed for each of the “Formats”, as outlined in “Section 2. – Specifications.”

- Format “A”: 8-1/2 x 11” or 11 x 8-1/2”
- Format “B”: 8-1/2 x 14” or 14 x 8-1/2”
- Format “C”: 11 x 17” or 17 x 11”

A charge will be allowed for each page, whether printed or blank.

I. PRINTING/IMAGING, TRIMMING TO SIZE, AND COLLATING: Prices offered shall include the cost of all required materials and operations necessary for the printing/imaging, trimming, and collating of the product listed in accordance with these specifications, except for Items II. Stock/Paper and III. Additional Operations.

	<u>Format A</u>	<u>Format B</u>	<u>Format C</u>
	(1)	(2)	(3)
(a) Black and Blank Pages, each page	\$ _____	\$ _____	\$ _____
(b) Color Pages, each page.....	\$ _____	\$ _____	\$ _____

(Initials)

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SCHEDULE OF PRICES

II. STOCK/PAPER: Payment for all stock/paper supplied by the contractor under the terms of these specifications, as ordered on the individual print orders, will be based on the net number of leaves furnished for the product(s) ordered in the applicable “Format” group. The cost of any stock/paper required for makeready or running spoilage must be included in the prices offered.

	<u>Each Leaf</u>		
	<u>Format A</u> (1)	<u>Format B</u> (2)	<u>Format C</u> (3)
(a) White No. 1 Silk/Dull Coated Text (80-lb.)	\$ _____	\$ _____	\$ _____
(b) White Printable Plastic Film (Synthetic Paper), 14 mil thickness	\$ _____	\$ _____	\$ _____

III. ADDITIONAL OPERATIONS: The bids for each of the following operations must include the cost of all required materials and operations.

NOTE: Charges for creating artwork and placing ISBN are allowable only when prior to production samples are ordered.

- (a) Create artwork for ISBN and place in PDF each ISBN \$ _____
- (b) Plastic Coil Binding (including black coil):
 - (1) 6 mm to 10 mm diameter coils, minimum 0.063” gauge
(25 to 70 leaves/50 to 140 pages/covers) each book \$ _____
 - (2) 11 mm to 15 mm diameter coils, minimum 0.069” gauge
(71 to 110 leaves/142 to 220 pages/covers) each book \$ _____
 - (3) 16 mm to 20 mm diameter coils, minimum 0.079” gauge
(111 to 160 leaves/222 to 320 pages/covers) each book \$ _____
 - (4) 21 mm to 30 mm diameter coils, minimum 0.082” gauge
(161 to 250 leaves/322 to 500 pages/covers) each book \$ _____

(Initials)

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SCHEDULE OF PRICES

SHIPMENT(S): Shipments will be made from: City _____, State _____

The city(ies) indicated above will be used for evaluation of transportation charges when transportation charges are specified to be a factor in determination of award. 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 Solicitations 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 point(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 email, fill out and return one copy of all pages in “SECTION 4. – SCHEDULE OF PRICES,” including initialing/signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, §2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

Failure to sign the signature block below may result in the bid being declared non-responsive.

Bidder: _____
(Contractor’s Name) (GPO 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)

THIS SECTION FOR GPO USE ONLY

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