

Jacket: 641-163
Title: VA Benefits and Services 3.0 Active Duty Participant Guide
Agency: V.A. -Washington, DC
Bid Opening: August 19, 2019 at 2pm

Contractor Name	Bid	Terms		Discounted Total
* Cenveo Worldwide, Los Angeles, CA	\$121,211.11	1.0%	20 days	\$119,999.00
Monarch Litho, Montebello, CA	\$138,831.00	2.0%	20 days	\$136,054.38
Las Vegas Color Graphics, Las Vegas, NV	\$146,555.00	5.0%	20 days	\$139,227.25
McDonald & Eudy Printers, Temple Hills, MD	\$163,463.00	1.0%	20 days	\$161,828.37
Colonial Press Intl., Miami, FL	\$186,631.00	10.0%	20 days	\$167,967.90
Gray Graphics, Capitol Heights, MD	\$187,700.00	2.0%	20 days	\$183,946.00
* = Awarded to contractor Official				

Specifications by ES
Reviewed by BR

Jacket No. 641-163
Department: U.S Department of Veterans Affairs
Requisition: 9-00271

BID OPENING: August 19, 2019.

Bids shall be publicly opened at 2:00 P.M. prevailing Columbus, OH time on August 19, 2019. Submit bids to: U.S. Government Publishing Office, Columbus Regional Printing Procurement Office, 1335 Dublin Road, Suite 112-B, Columbus, OH 43215-7034. **FACSIMILE BIDS ARE ACCEPTABLE.**

Any questions before or after award concerning these specifications call Ellen Sommer at (614) 488-4616, Ext. 4. No collect calls.

SPECIFICATIONS

U.S. Government Publishing Office (GPO)
1335 Dublin Road, Suite 112-B
Columbus, OH 43215-7034

BID SUBMISSION: Using the bid return sheet (p.7 of these specifications), submit bids to the U.S. Government Publishing Office, Columbus Regional Printing Procurement Office, 1335 Dublin Road, Suite 112-B, Columbus, OH 43215-7034. **Facsimile bids in response to this solicitation are permitted.** Facsimile bids may be submitted directly to the GPO Columbus bid Section, Fax No. (614) 488-4577. The Jacket 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.

BIDDERS PLEASE NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, page 7.

OFFERS: Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional 1,000 copies. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

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 12/1/87, Rev. 01-18) and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979, Rev. 8/2002).

- GPO Contract Terms (GPO Publication 310.2):
<https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards>
- GPO QATAP (GPO Publication 310.1):
<https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards>

WARRANTY: Contract Clause 15, "Warranty", of GPO Contract Terms (Publication 310.2, effective December 1, 1987 (Rev. 01-18)) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to one calendar year from the date the check is tendered as final payment. All other provisions remain the same.

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.

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>.

TITLE: VA Benefits and Services 3.0 Active Duty Participant Guide

PRODUCT: These specifications cover the production of a 160 page + cover, perfect bound book, printed cmyk throughout.

QUANTITY: 68,233 Books.

TRIM SIZE: 8-3/8 x 10-7/8".

DESCRIPTION: Product is a 160 page perfect bound book, printed head to head in 4-color process. Copy includes text, photos, illustrations, flattones, large solids, with moderate to heavy and 100%* coverage and bleeds throughout. All 4 cover and all 160 text pages print. Covers one and four print text, illustration and photos – images bleed off head, foot, outside edges and print to bind edge. *Covers 2 and 3 print 100% coverage solid build of blue. After printing, coat entire outside cover surface with a clear dull/silk varnish or aqueous coating.

Text consists of 160 total pages, no blanks and is numbered i, ii and 1 through 158. *Printed folios 1, 21, 27, 59, 89, 107 & 141 are 100% coverage. Bleeds uncommon scattered throughout balance of publication. Most pages print a color tab block with reverse type on outside edge – ensure consistency throughout.

Note: Offset printing is required. All products must be printed on a press capable of printing four colors in a single pass through the press (minimum four printing units).

BINDING: Perfect-bind text and wraparound cover; trim three sides. Adhesive must be PUR binding adhesive. Score down entire 10-7/8” way suitably for creation of hinge on front and back covers.

GOVERNMENT TO FURNISH: PDF file. File is sized 8-1/2 x 11”; color is rgb and must be converted; bleeds must be created. All pre-press timework must be included. Fonts embedded.

MS Excel file*** for distribution. Files will be e-mailed upon award.

The contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency, and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet the assigned quality level.

PREFLIGHT: The contractor shall preflight the furnished file prior to image processing (i.e. verify completeness and presence of all components required to process image in accordance with the visual provided such as fonts, graphic files, trim size, bleeds, etc.). It is further recommended that the contractor produce laser output or other acceptable digital proofing of files prior to imaging production materials. Any discrepancies of the Government Furnished Materials (GFM) and these specifications, or instances of missing files, fonts, instructions, etc. are to immediately be brought to the attention of the GPO Contracting Officer prior to further performance.

Upon completion of the order, if requested by the Government, the contractor must return the final production native application files (digital deliverables) to the ordering agency as directed. The digital deliverables must be an exact representation of the final printed product and shall be returned on suitable storage media or e-mailed as directed.

***** ATTACHEMENT – Distribution list:** This specification includes an attachment that is an integral part of the specifications.

See separate attachment pages for distribution list in MS Excel file. Distribution list is available for download from <https://www.gpo.gov/how-to-work-with-us/vendors/contract-opportunities> under Program/Jacket Number: 641-163.

No additional payment will be allowed for the correction of errors due to the failure of the contractor to examine the attachments and thoroughly understand the nature and extent of the distribution requirements and obligations of this contract.

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

PROOFS: Contractor to submit one complete "Press Quality" PDF soft proof (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.

Proof must be e-mailed by **AUGUST 27, 2019;** and will be withheld not longer than **3 WORKDAYS** from date of receipt, to date of proof response. E-mail to: nelson.colon@va.gov and cc to: esommer@gpo.gov. Do not print prior to receipt of proof approval.

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.

Color of paper furnished shall be of a uniform shade and a close match by visual inspection of the JCP number specified.

TEXT: White Offset Book, basis weight: 60 lbs. per 500 sheets, 25 x 38", equal to JCP Code A60.

COVER: White Litho (Gloss) Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

The requirement for postconsumer fiber (as specified in the Government Paper Specification Standards No. 12) for this contract is waived. However, the addition of post-consumer fiber is encouraged provided that the requirements of this Standard are met. All other attributes remain the same.

INK: 4-Color Process

MARGINS: See DESCRIPTION. Bleeds uncommon throughout.

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

Product Quality Levels:

- (a) Printing Attributes - Level 3
- (b) Finishing Attributes - Level 3

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>Specified Standard</u>
P-7. Type Quality and Uniformity	Approved Proofs
P-10. Process Color Match	Electronic Media

PACKING: Noncompliance with the packing instructions will be cause for the Government to take corrective action in accordance with GPO Pub. 310.2.

Pack to ensure no damage occurs to product during transit. Product should arrive with no abrasions, dog-ears, etc. or other damage due.

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 be damaged and the package will not open nor split when processed through the U.S. mail system or a small package carrier delivery system.

For Mailed shipments:

Insert multiple copies (up to 200 leaves) into kraft envelopes.

Quantities over 200 leaves, up to 5.4 kg (12 pounds), must be inserted into cushioned shipping bags or wrapped in shipping bundles (maximum gross weight 6.3 kg (14 pounds)).

Quantities over 5.4 kg (12 pounds), up to 10.8 kg (24 pounds), must be wrapped in shipping bundles or packed in small shipping containers (maximum gross weight 12.2 kg (27 pounds)).

Quantities over 10.8 kg (24 pounds), up to 16.3 kg (36 pounds), must be packed in shipping containers (maximum gross weight 18.1 kg (40 pounds)).

LABELING AND MARKING: Label and mark in accordance with GPO Contract Terms (GPO Pub. 310.2). Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from gpo.gov, fill in appropriate blanks (including all info on furnished MS Word file), and attach to shipping containers.

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): Order must be divided into 200 equal sublots. 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 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 to the 1800 G Street NW, Washington, DC address indicated on the Excel Distribution sheet as part of the 250 copies required for this address. A copy of the purchase order/specification and a signed Certificate of Selection of Random Copies must be included. A copy of the signed Certificate of Selection of Random Copies must accompany the invoice sent to U.S. Government Publishing Office, Financial Management Services, for payment. Failure to furnish the certificate may result in delay in processing the invoice.

SCHEDULE: Adherence to this schedule must be maintained. See "Notice of Compliance with Schedules", in GPO Pub. 310.2.

Purchase Order and electronic file will be e-mailed from U.S. GPO by AUGUST 22, 2019.

MAIL/DELIVERY DATES: Mail 6,017 copies to 22 foreign addresses f.o.b. contractor's city on or before September 16, 2019. These copies must be sent by reimbursable U.S. Postal Service, at the Priority 1st Class Rate.

Deliver 62,216 copies to 88 nationwide addresses, f.o.b. destination on or before September 16, 2019. Note that cost for these deliveries must be included in total bid.

Deliver one sample on or before September 16, 2019 to the U.S. Government Publishing Office, Columbus Regional Office, Suite 112-B, 1335 Dublin Road, Columbus, Ohio 43215-7034, Attn: E. Sommer, "Sample jacket 641-163". NOTE: Receipt of this sample does not constitute approval of the entire run or any portion thereof. Sample cannot be deducted from the total quantity ordered.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the 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.

RECEIPTS FOR DELIVERY: As applicable, the contractor must furnish their own receipts for deliveries. These receipts must include the GPO jacket number; total quantity delivered number of cartons, and quantity per carton; date delivery made; and signature of the Government agent accepting delivery. The original copies of these receipts must accompany the contractor's voucher for payment.

MAILING/DISTRIBUTION: All Mailing for APO/FPO/DPO worldwide destinations should be mailed at the Priority 1st Class Mail Rate, traceable. All mailed copies must conform to the appropriate regulations in the U.S. Postal Service manual for "International Mail".

The contractor is required to fill in all applicable items on USPS form(s) and submit in duplicate to the entry post office. The post office will return a verified copy of USPS form(s) to the contractor. The contractor must immediately forward a copy to the ordering agency identifying the Jacket Number as appropriate.

Provide all tracking numbers upon request when mail is prepared.

NOTE: To prevent mail from entering foreign mail networks, DO NOT include city or country names in APO/FPO/DPO shipping addresses. Do include the Unit and Box numbers.

Contractor must include the cost of shipping to 88 domestic destinations only. 23 of these locations require a lift gate and or special truck or handling as indicated on distribution list. Include the cost of the domestic destination shipments as well and any special requirements as indicated in total bid.

Contractor must provide an estimated postage cost at notification by GPO of low bidder status. Cost of postage is NOT a factor in award for APO/FPO addresses only, nor should it be included in the total bid price.

F.O.B. Contractor's City: 6,017 total copies To 22 APO/FPO addresses. See Distribution list attached.

F.O.B. Destination: 62,216 total copies to 88 nationwide destinations (including 2 addresses in AK and 3 in HI). See Distribution list attached.

SHIPMENT(S): Shipment(s) will be made f.o.b. destination from: City _____, State _____.

Bid Price: \$ _____ **Additional Rate:** \$ _____ per _____.

DISCOUNTS: Discount is offered for payment as follows: _____ Percent, _____ calendar days.

See Article 12 "Discounts" of Solicitation Provisions in GPO Contract Terms (Publication 310.2).

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

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

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.

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

(Company Name)

(GPO Contractor's Code)

(Street Address, City, State and Zip Code)

(Printed Name and Title)

(Telephone number)

(Signature)

(Date)

(E-Mail)

(Facsimile Number)

THIS SECTION FOR GPO USE ONLY

Contracting Officer Review _____ Date _____ Certifier _____ Date _____
(initials) (initials)