

JACKET: 561-410

Title: 2 TRICARE BOOKLETS (EAST & WEST)

AGENCY: GPO Pueblo

BID OPENING: SEPTEMBER 4, 2018 2:00 P.M. MST

Contractor Name	Quote	Terms
*Colonial Press International	\$182,952.00	1% - 20 Days
The Strathmore Company	\$189,417.00	3% - 20 Days
Gray Graphics Corp	\$237,220.00	2% - 20 Days
Monarch Litho, Inc.	\$265,562.00	2% - 20 Days
International Publications	\$1,030,000.00	Net

*AWARDED CONTRACTOR



August 31, 2018

This is Amendment No. 1. The specification in our invitation for bid on Jacket 561-410, scheduled for opening September 4, 2018 at 2:00 PM, is amended as follows:

1. Add PAGES: to the specifications on page 1 to read, "PAGES: 12."

All other specifications remain the same.

If amendment is not acknowledged on bid, direct acknowledgement to:

U.S. Government Publishing Office
Denver Regional Office
12345 W. Alameda Parkway, Suite 208
Lakewood, CO 80228

Amended bid or acknowledgement must be submitted using the method(s) specified in the solicitation for bid submission. Telephone or e-mail submission is not acceptable.

BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO BID OPENING.

Failure to acknowledge receipt of amendment, by amendment number, prior to bid-opening time, may be reason for bid being declared nonresponsive.

Sincerely,

A handwritten signature in black ink that reads "Diane L. Abeyta". The signature is written in a cursive style.

DIANE L. ABEYTA
Contracting Officer

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.

JACKET NO: _____

Bid Price \$ _____ **Additional** _____ **Rate** _____

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).

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 bid, 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.

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)

.....
COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID
.....

THIS SECTION FOR GPO USE ONLY

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

BIDS SHALL BE PUBLICLY OPENED AT 2:00 P.M., PREVAILING DENVER, COLORADO TIME,
SEPTEMBER 4, 2018.

BEFORE AWARD, ANY QUESTIONS REGARDING THESE SPECIFICATIONS MAY BE DIRECTED TO BEVERLY
BOECHER (303) 236-5292 (Ext. 4). NO COLLECT CALLS.

U.S. GOVERNMENT PUBLISHING OFFICE
Denver, CO

GENERAL TERMS AND CONDITIONS AND SPECIFICATIONS
For the Procurement of

Tricare Booklets (East & West)

QUOTATION SUBMISSION: Submit quotes in an envelope with solicitation to U.S. Government Publishing Office, Denver Regional Office, Suite 208, 12345 West Alameda Parkway, Lakewood, CO 80228-2842. Facsimile quotations in response to this solicitation are permitted. Facsimile quotations may be submitted directly to the GPO Denver Regional Office, Fax No. (303) 236-5332. The jacket number and bid opening date must be specified with the quotation. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2 as revised January, 2018.

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.

GPO CONTRACT TERMS: Any contract which results from this Request for Quotation will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1-18)) and GPO Contract Terms, Quality Assurance through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. August 2002)).

GPO Contract Terms (GPO Publication 310.2) –
<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>.

GPO QATAP (GPO Publication 310.1) –
<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap.pdf?sfvrsn=2> .

PRODUCT: Two versions of a saddle-stitched book with self-covers.

TITLES: 50424 TRICARE HM 2018 EAST FINAL 082318 and 50425 TRICARE HM 2018 WEST FINAL 082318.

QUANTITIES: 1,250,000 copies +/- none of the East version, and 440,000 copies +/- none of the West version.

Contractor must submit added rate per each, 100, or 1000.

TRIM SIZE: 8-1/2 x 11".

GPO IMPRINT REQUIREMENT: The GPO imprint is required per GPO Contract Terms, Supplemental Specifications, No. 9.

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
- (b) Finishing (item related) Attributes – Level III

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/Average Type Dimension/Electronic Media
P-8. Halftone Match (Single and Double Impression)	Approved Proofs, Electronic Media
P-9. Solid or Screen Tints Color Match	Electronic Media
P-10. Process Color Match	Approved Proofs/Electronic Media

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

GOVERNMENT TO FURNISH: The Government will furnish, f.o.b. Denver Regional Printing Procurement Office, the following:

Two Adobe Acrobat PDF files: one for the East version and one for the West version supplied as electronic media. File includes full bleeds, crop marks, embedded images and fonts. No prepress functions (e.g., color correction, UCR/GCR, sharpening or other image enhancement) or procedures have been applied to supplied images. Contractor is responsible for converting images to an appropriate color space and file format for output. Contractor must also apply any and all necessary prepress functions to achieve best possible output quality of supplied files.

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: All materials and operations, other than those listed under “GOVERNMENT TO FURNISH” necessary to produce the product(s) in accordance with these specifications.

INSPECTION OF FILES: Contractor must be capable of accepting data in these platform/formats for either direct input or conversion to his/her system as part of their basic charge to the Government. No additional time or compensation will be given to the contractor for common errors associated with file output from a different platform. See "Inspection of Files" for brief description of common errors. The contractor will be responsible for proofreading converted formats to ensure that all fonts have transferred platforms completely. **CONTRACTOR WILL BE RESPONSIBLE FOR FINAL OUTPUT THAT IS IN CONFORMANCE WITH THE VISUALS AS PROVIDED.** *INSPECTION OF FILES: Contractor to perform a basic check, preflight of the furnished files. Check for missing or damaged files, missing or damaged fonts, damaged disks, missing bleeds, improper trim size, improper color definition, and so on. The Contractor will not receive additional compensation or time for common errors associated with the output of files. Common errors include, but are not limited to: 1) color issues and shifts (RGB color data, no spot colors, loss of black plate), 2) page integrity (text reflow or type substitution), 3) errors associated with embedded graphics, 4) missing prepress features (e.g. bleeds, trim marks), creating or correcting (altering) any necessary trapping, setting proper screen angles and frequency, 5) loss of text characters from graphic elements, and 6) **Defining proper file output selection for the imaging device being used. Contractor responsible to ensure that the black type is a solid black not a process build. Any errors other than those just described, media damage, or data corruption that might interfere with proper file imaging discovered at that time must be reported to the Contracting Officer IMMEDIATELY upon discovery. Prior to making any revisions, the contractor must make a "copy" of the original files, then proceed to make any revisions to the "copy" as required. Further, in addition to the return of the original files, the contractor must furnish final production native application files (digital deliverables, an

exact representation of the final printed product) upon completion of the order. All files must be imaged as necessary to meet the assigned Quality Level.

PROOFS AND PROOF SCHEDULE: Two Adobe PDF Digital "soft" proofs requested, one proof per version. These proofs are to be composite proofs with all elements in position. The digital soft proofs are intended as a check on image position, cropping, scaling, and other visual features of a text page or illustration. It is NOT intended as a check of color fidelity. Proof will be withheld not more than 2 workdays from receipt by the Government to availability for pickup by the contractor's plant. Note: The first workday after receipt of proofs by the Government is day one of the hold time. Contractor must not print prior to receipt of an 'OK to print'. Government representative will provide written proof response via e-mail or fax.

Contractor to call agency contact 1 day in advance of sending proof to advise and insure delivery to active mail box not junk mail, Maria E. Sanchez (719-295-2676). Submit digital PDF proofs by email to: mesanchez@gpo.gov.

Contractor is cautioned that the proofs produced must be from the contractor's prepared files for their output device and which will be used for final reproduction. It is not acceptable to simply submit reproductions for the PDF files furnished by the ordering agency.

If there are any author's alterations or delays caused by the Government in the handling of proofs, it's the contractor's responsibility to notify the GPO in advance of making changes so that an extension and/or price adjustment may be made by Contract Modification.

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.

The contractor must not print prior to receipt of an "OK to Print".

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. https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/vol_12.pdf

All paper used in an order must be of a uniform shade.

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

PRINTING: 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 wet ink, pigment-based with a minimum of 175-line screen. Dry ink/toner and inkjet printing are not acceptable. Output must be at a minimum resolution of 2400 x 2400 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. Resolution that is enhanced or simulated by software will not be acceptable.

Booklets print head to head in heavy to moderate ink coverage. Copy includes solid color tone banners across top of all pages, banners MUST align across all binding. Bright colors used extensively on all pages. Colors must appear bright and vibrant in final printing.

INK COLORS; 4-color process.

MARGINS: All pages bleed all sides.

BINDING: Saddle stitch in 2 places on 11 inch side. Trim 3 sides. Paper Covers: Wrap around, trim flush, stitched on. Grain must run parallel to spine. Fold from 8-1/2 x 11" to 8-1/2 x 5-1/2" with mailing panel facing out. Contractor to add clear wafer seals in accordance with current U.S. Postal Service mailing requirements.

PACKING: Pack per GPO Contract Terms, Supplemental Specifications, No. 5 and 8. Label cartons with title and quantity contained therein. Packing must insure safe delivery at destination in satisfactory condition.

Pallets are required for delivery to: New Albany, IN; Louisville, KY; Haverhill, MA locations.

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

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special government-furnished blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list. A copy of the JACKET NO./ SPECIFICATION and a signed Government-furnished certificate of selection must be included.

Include the random copies (Blue Label) samples for the East version with the shipment to Louisville, KY. Include the random copies (Blue Label) samples for the West version with the shipment to Haverhill, MA.

LABELING AND MARKING:

When not provided with print order, contractor to download the GPO Form 892C "Proof Label", located at: https://www.gpo.gov/docs/default-source/forms-standards-pdf-files/ppr.pdf?sfvrsn=c9a6613d_4, pg. 159 of 192 (Section 17 pg. 9). Form must be filled in by the contractor and used on all proof packages. Each package must be clearly labeled with the GPO jacket, purchase order and print order numbers, and the number or title of the product to which the proof(s) apply.

Contractor to download the GPO Form 905, R. 7-15 "Labeling and Marking Specifications" form, located at <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/gpo905.pdf>, fill in appropriate blanks, and attach to shipping containers.

NOTIFICATION OF SHIPMENT:

Notification of shipment to agency and to the GPO Denver office Required:
Inform the GPO Denver Regional Office of the actual delivery date (not the shipped date) as soon as known on all orders. Email the Jacket number and delivery date to InfoDenver@gpo.gov.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to: mesanchez@gpo.gov The subject line of this message shall be "Distribution Notice for Requisition No. 8-00013-FRM, Jacket 561-410". The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

RECEIPT FOR DELIVERY: Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket number, requisition number, 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.

DISTRIBUTION: INSIDE DELIVERY REQUIRED WITH CONFIRMATION OF DELIVERY.

East Version to two locations:

1,245,000 copies to: L&D Mailmasters; Attn: Kim Schmidt; 4104 Foundation Blvd.; New Albany, IN 47105
5,000 copies to: ADP; Attn: Daniel Williams; 3900 Collins Ln.; Louisville, KY 40245

West Version to one location:

440,000 copies to: Hall Mailing & Fulfillment; Attn: Doug Hall/Kim Debrum; 46 Rogers Rd.; Haverhill, MA 01835

10 Copies of Each Version (20 copies) to one location. Deliveries MUST be completed Monday through Friday between the hours of 6:30 am and 2:00 pm MST, closed on Federal holidays:
Attn: Tommy Hunt; USGPO-Pueblo Distribution Center; 31451 United Ave.; Pueblo, CO 81001

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

Furnished material will be available for email to the contractor September 6, 2018 from the U.S. Government Publishing Denver Office.

Deliver electronic PDF proofs to the ordering agency as soon as the contractor deems necessary in order to comply with the shipping schedule.

Proofs will be withheld 2 workdays after receipt at the agency until they are available for pickup by the contractor.

NOTE: The first workday *after receipt of proofs* at the agency is day one of the hold time.

All copies designated for complete delivery F.O.B destination by October 1, 2018.

NOTE: THIS IS A MUST DELIVERY DATE.

SUBMISSION OF BIDS: Facsimile bids are permitted.

- (a) Definition. "Facsimile bid," as used in this solicitation, means a bid, modification of a bid, or withdrawal of a bid that is transmitted to and received by the Government via electronic equipment that communicates and reproduces both printed and handwritten material.
- (b) Bidders may submit facsimile bids as responses to this solicitation. These responses must arrive at the place and by the time specified in the solicitation.
- (c) Facsimile bids that fail to furnish required representations or information or that reject any of the terms, conditions, and provisions of the solicitation will be excluded from consideration.
- (d) Facsimile bids must contain the required signatures.
- (e) The Government reserves the right to make award solely on the facsimile bid. However, bidders agree to promptly submit the complete original signed bid.
- (f) Submit facsimile bid to FAX No. (303-236-5332), one bid per facsimile.
- (g) If the bidder chooses to transmit a facsimile bid, the Government will not be responsible for any failure attributable to the transmission or receipt of the facsimile bid including, but not limited to, the following:
 - (1) Receipt of garbled or incomplete bid.
 - (2) Availability or condition of the receiving facsimile equipment.
 - (3) Incompatibility between the sending and receiving equipment.
 - (4) Delay in transmission or receipt of bid.
 - (5) Failure of the bidder to properly identify the bid.
 - (6) Illegibility of bid.
 - (7) Security of bid data.

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/agency/billing-and-payment>.