

Jacket: 671-794
Title: CBP Seized Property Tamper Evident Tape Rolls
Agency: DHS/CBP
Bid Opening: October 23, 2019 at 2:00pm

Contractor Name	Bid	Terms		Discounted Total
TydenBrooks Sec Group	\$237,003.80	0.0%	0 days	\$237,003.80
*Novavision	\$360,448.56	0.0%	0 days	\$360,448.56
			days	\$0.00
*Awarded to Novavision			days	\$0.00
			days	\$0.00
			days	\$0.00
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			days	\$0.00

U.S. GOVERNMENT PUBLISHING OFFICE
San Francisco, CA

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS
For the Procurement of

CBP Seized Property Tamper Evident Tape Roll

as requisitioned from the U.S. Government Publishing Office (GPO) by the
Department of Homeland Security – U.S. Customs and Border Protection (CBP)

BID OPENING: Bids shall be publicly opened at 2:00 pm, prevailing San Francisco, CA time, on **October 23, 2019.**

Bids must be received no later than the exact date and time specified.

For information of a technical nature, call Ms. Scoti Cox at (707) 748-1970, ext. 2 or email scox@gpo.gov.

GPO CONTRACT TERMS: Any contract which results from the 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. 01-18) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publications 310.1, effective May 1979 (Rev. 08-02)).

Each evidence tape roll **MUST** include a tamper-evident message OPENED that will stay behind when the tape is removed.

Bids submitted to be based upon f.o.b. destination. All shipments must deliver via traceable means, signature required. Full quantity is required.

Partial Deliveries are required, as follows:

First Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before November 30, 2019.

Second Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before February 28, 2020.

Third Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before May 28, 2020.

Fourth Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before September 28, 2020.

BIDDERS, PLEASE NOTE: The GPO 910 “BID” Form is no longer required. Bidders are to fill out, sign/initial, as applicable, all pages under “BIDS” (Pages 8 and 9).

SECTION 1. - GENERAL TERMS AND CONDITIONS

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

Product Quality Levels:

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

Inspection Levels (from ANSI/ASQC 21.4):

- (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 PDF proof
P-9. Solid or Screen Tints Color Match	Approved PDF proof
P-10. Process Color Match	Approved PDF proof

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 pre-award 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.

PREDOMINANT FUNCTION: The predominant function for this procurement is the printing of the seized property evidence tape rolls.

SUBCONTRACTING: Subcontracting is **not** allowed.

CONTRACTING METHOD: Contract bidders are required to submit a facsimile bid or sealed bid. This contract will be awarded in accordance with the U.S. Government Publishing Office Printing Procurement Regulation (PPR: GPO Publication 305.3, (Rev. 2-11), Chapter VII, Section I.

Contractor may submit a sealed bid to: U.S. Government Publishing Office, 536 Stone Road, Suite I, Benicia, CA 94510 M/F: Jacket 671-794.

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/finance/index.htm>

PARTIAL PAYMENTS: Partial payments are authorized. At contractor's option, after each delivery, submit a copy of the purchase order, specifications, company invoice and proof of delivery (shipping invoice with cost indicated) to GPO for payment.

FACSIMILE BIDS: Facsimile bids are acceptable. Only submit one bid for a single bid jacket per fax transmission. Telegraphic, voice telephonic, other electronic or mailgram bids are not acceptable. Refer to GPO Contract Terms (GPO Publication 310.2). Submit bids to: Fax 707-748-1981, or send to: U.S. Government Publishing Office, 536 Stone Road, Suite I, Benicia CA 94510.

Bids must be received no later than the exact date and time specified.

SECTION 2. - SPECIFICATIONS

TITLE: CBP Seized Property Tamper Evident Tape Roll

QUANTITY: 25,348 Seized Property Tamper Evidence Tape Rolls

TRIM SIZE: 2" x 60 yards

GOVERNMENT TO FURNISH: Pallet instructions; digital files (PDF files). Digital files include the pallet instructions.

Basic Check of Furnished Electronic Files: 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 your contract administrator.

The contractor shall create/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.

NOTE: Electronic files received in unusable condition will be replaced by DHS on an expedited basis.

This Electronic Media and File check should identify any problem areas with the digital file submission and should include but not be limited to missing or damaged fonts, improper trim size and/or margins, only low resolution files included for illustrations, and any improper color definition. The contractor is also responsible for adjusting copy for trim size and bindery attributes, and defining proper file output selection for the imaging device being used. All furnished files must be imaged as necessary to meet the assigned Quality Assurance Thorough Attributes Program (QATAP) level.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., 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.

Final product must match the sample red evidence tape roll furnished. Contractor to create artwork as needed.

PRODUCT DESCRIPTION: Each evidence tape roll imprints type and agency logo in red ink, face only, repeating every 7/8" along entire tape length. Flood coat entire printed side with a protective, clear UV coating. Back each evidence tape roll with a permanent pressure sensitive adhesive and mount on a 3" diameter core, printed side out, left off roll first.

TAMPER EVIDENT MESSAGE: Each evidence tape roll MUST include a tamper-evident message OPENED that will stay behind when the tape is removed. A digital file is furnished.

MARGINS: Follow the digital files for margins.

INKS: Red Ink, PMS 185 and Flood UV Clear Protective Topcoat.

STOCKS: 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 Specifications Standards No. 12” dated March 2011.

Tan 2.5mil Tamper Evident Adhesive Tape, 2” (Match sample tape roll for stock color and thickness.)

PROOFS: Contractor to submit one Press Quality PDF soft proof 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 may call Trish Mancuso at (202) 344-2106 to confirm receipt of proof, which will be evaluated within one workday upon receipt.

Email proofs on or before **November 4, 2019** to tristina.l.mancuso@cbp.dhs.gov and scox@gpo.gov. Jacket 671-794 must appear in the “Subject” line of the email.

If the contractor cannot provide an acceptable PDF proof by this date or within a reasonably sufficient time to allow for proof review and printing BEFORE THE ESTABLISHED DELIVERY DATE, he/she may be required to show cause as to why the contract should not be terminated for default.

The proof will be checked for quality and compliance with these specifications, approved or approved with comments and the contractor will be notified within ONE (1) workday after receipt. If, in the opinion of the GPO and/or Department, the proofs are not a true representation of the furnished copy, or contain noticeable defects they will be rejected, must be corrected and reproofed at no additional expense to the Government. The schedule stated elsewhere in these specifications CANNOT be extended to allow for such reproofing.

NOTE: The day of receipt by the Government is not considered the first day.

INSPECTION SAMPLES: Occasionally, when so indicated on the print order or otherwise requested, the first tape roll, as soon as completed, must be sent for inspection to the U.S. Government Publishing Office, Regional Procurement Office, 536 Stone Road, Suite I, Benicia, CA 94510-1170 Attn: Inspection Samples, Jacket 671-794.

These copies shall be considered as sample copies, and cannot be deducted from the total quantity ordered. The package or envelope containing these samples must be identified by the GPO jacket number, title, and include a facsimile of the print order on which these samples were ordered. The contractor must comply with the shipping schedule regardless of this requirement for inspection samples. The contractor will be notified of the test results only if there are deficiencies.

DEPARTMENTAL QUALITY COPIES: All orders must be divided into equal sublots in accordance with the chart shown below. A random sample must be selected from each subplot. Do not choose copies from the same general area in each subplot.

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

These randomly selected samples must be packed separately and must be identified by a special government-furnished blue label, which is to be affixed to each affected container. These random sample copies must be recorded separately on all shipping documents and sent in accordance with the distribution list. The random inspection samples constitute a part of the total quantity ordered, and no additional charge will be allowed.

In addition, a copy of the SPECIFICATION along with the signed selection certificate, which will be furnished, must be included with the samples.

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

LABELING AND MARKING: Use clear tape to seal all shipping cartons. DO NOT use Seized Property Tamper Evident Tape to seal cartons or to tape cartons on pallets. DO NOT place labels on individual shipping cartons – label the pallets only. Label each pallet with contents and quantity. NO EXCEPTIONS.

PACKING: Pack 36 tape rolls per carton. 44 cartons per pallet. No more than four (4) pallets per shipment. Package to avoid damage during shipping.

DO NOT tape cartons together on pallets. DO NOT double stack pallets.

PARTIAL DELIVERIES: Deliver f.o.b. destination, as follows:

First Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before November 30, 2019.

Second Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before February 28, 2020.

Third Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before May 28, 2020.

Final Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before September 28, 2020.

25,348 total seized property tamper evident tape rolls to:

US Customs and Border Protection

National Distribution Center

6482 Corporate Drive

Indianapolis, IN 46278

Attn: Marc Rucker (317) 290-3149, ext. 2001

Attn: Josh Herald (317) 290-3149, ext. 2010 (Deliver by traceable means, signature required)

(48-hour notice of delivery is required. MUST call Marc Rucker or Josh Herald for delivery & security requirements. Follow the pallet instructions or the entire order will be rejected. Pallets must be in good condition or the entire order may be rejected. If re-palletizing is required, it will be at the contractor's expense. Label each carton with carton number, content and quantity.)

Four sample seized property tamper evident tape rolls to:

[Contractor is required to deliver one seized property tamper evident tape roll per delivery.]

U.S. Customs and Border Protection

1300 Pennsylvania Avenue, NW

Room 3.2C-51, Mail Stop 1017

Attn: Trish Mancuso, (202) 344-2106

Washington, DC 20229-1017 (Deliver by traceable means, signature required)

c/o

DHS CRDS FACILITY

1100 HAMPTON PARK BOULEVARD

CAPITOL HEIGHTS, MD 20743

(866) 894-1369

(Deliver by traceable means, FedEx, UPS or independent shipper. Signature and printed, readable signature required.)

*Although you are delivering to zip code 20743, make sure that both addresses appear on the all shipping

containers or the CRDS will refuse the shipment. The Agency will assume responsibility for delivering to the end user. It's the contractor's responsibility to obtain an acceptance of delivery signature at the CRDS. **DO NOT PLACE SHIPMENT ON PALLETS, AS IT WILL BE REFUSED.** Do not use the U.S. Postal Service for delivery. Signature and readable printed signature required. Email all delivery receipts to tristina.mancuso@dhs.gov.

****THIS APPLIES ONLY TO SHIPMENTS TO THE DEPARTMENT OF HOMELAND SECURITY AND IS AGENCIES IN THE WASHINGTON, DC NATIONAL CAPITOL REGION.**

For labeling the cartons delivering to the CRDS FACILITY only:

- 1) Address the FedEx or UPS label using the CRDS Facility Address
- 2) Address a Plain Label with end recipient's full address and phone number.
- 3) Apply BOTH labels on each carton shipped.

CUSTOMER DELIVERY NOTIFICATION: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail to tristina.l.mancuso@dbp.dhs.gov. The subject line of this message shall be "Distribution Notice for Jacket 671-794". 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.

All expenses incidental to returning materials, submitting proofs, and furnishing sample copies must be borne by the contractor.

SCHEDULE: The signed purchase order and digital files will be emailed to the contractor by **October 30, 2019**.

PDF proof due to agency, GPO on or before **November 4, 2019**.

First Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before **November 30, 2019**.

Second Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before **February 28, 2020**.

Third Partial Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before **May 28, 2020**.

Final Delivery: 6,336 Tamper Evident Tape Rolls f.o.b. destination on or before **September 28, 2020**.

Complete production of all tamper evident tape rolls and delivery **MUST** be made on or before **September 28, 2020**.

All Government Furnished Material must be returned within 10 workdays after delivery of the order.

JACKET NUMBER: 671-794

BIDS: Bids 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 seized property tamper evident tape roll**. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges, (i.e., running rate not including makeready) and will not be a factor for determination of award.

Bids must be received by the exact date and time specified.

TOTAL BID: _____

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 undersign agree, if this bid is accepted with _____ 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.

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

(Contractor's Initials)

BIDDER 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 of “CONTRACTOR’S BID” section 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 Contractor’s Code)

(Street Address)

(City – State – Zip Code)

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

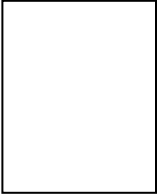
(Person to be Contacted) (Telephone Number) (Email)

THIS SECTION FOR GPO USE ONLY

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

*** SAMPLE BID ENVELOPE ***

To ensure proper processing of all bids, the following information is required on all mailed bid envelopes. Bidders using commercial carrier services shall include the Program/Jacket number and the bid opening time/date on the outermost envelope or wrapper.

<p>Jacket: 671-794</p> <p>From: _____</p> <p>Address: _____</p> <p>_____</p> <p>Check appropriate:</p> <p><input type="checkbox"/> Bid enclosed</p> <p><input type="checkbox"/> No Bid</p> <p>Bids will be received Until August 23, 2019 at 2:00 PM prevailing San Francisco time.</p>	 <p>U.S. Government Publishing Office 536 Stone Road, Suite I Benicia, CA 94510-1170</p>
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IMPORTANT

**United States Customs and Border Protection
National Distribution Center
Delivery Information**

**All Deliveries to the CBP NDC
Must follow NDC pallet specifications or**

**DELIVERY WILL
BE REFUSED!**

CARRIER AND/OR CONTRACTOR WILL BE REQUIRED

**AT THEIR EXPENSE
TO RE-PALLET AND
REDELIVER JOB!**

**CARRIER IS CAUTIONED TO PROVIDE THIS
INFORMATION TO ANY SUBCONTRACTORS**

**NDC MUST BE CONTACTED
BEFORE JOB IS ON PALLETS!
At least 48 hours prior to delivery**

Call:

Marc Rucker 317-290-3149 x2001

or

Josh Herald 317-290-3149 x2010

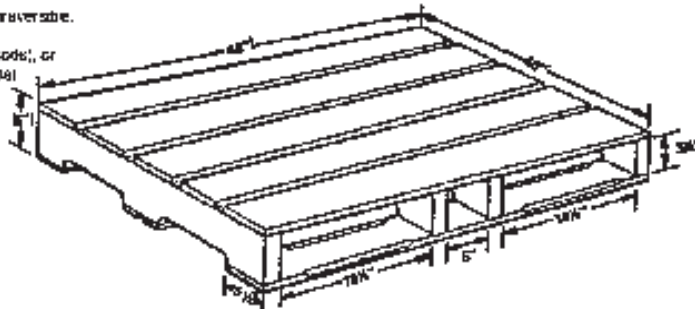
***** BEFORE YOU PALLETIZE*****

CONTACT: MARC RUCKER (317) 290-3149 x2001 or JOSH HERALD 317-290-3149 x2010

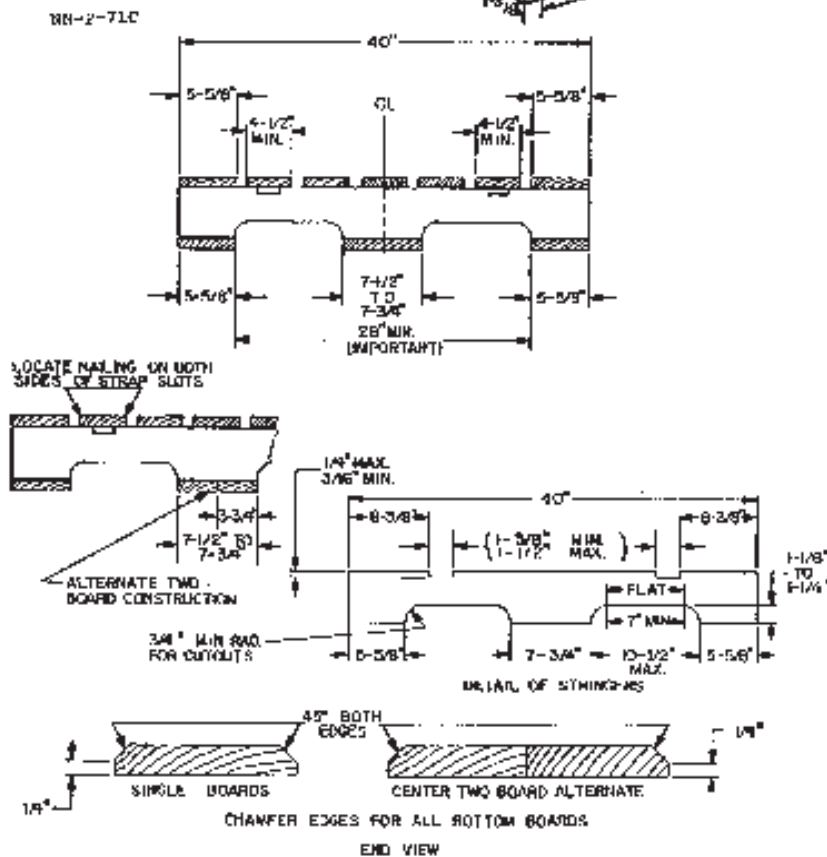
*****DELIVERY WILL BE REFUSED IF THESE INSTRUCTIONS ARE NOT FOLLOWED*****

**Stringer and Deckboard Design for Type III,
Four-way (Partial) Flush Pallet**

- a) Federal Specification Pallets, Material Handling, Wood, Stringer Construction, 2-way and 4-way (partial), NN-P-71C, dated 8-10-73.
- b) Classification:
 - 1. Type III—four-way (partial), flush, assembled, nonreversible.
 - 2. Size 2—40" x 48".
 - 3. Wood Group II—medium density woods (softwoods), or Wood Group III—high density woods (hardwoods).
 - 4. Grade A—unrestricted.
- c) Preparation method not required.
- d) Moisture content as per specification.
- e) Manufacturer's identification not required.
- f) Bundling for shipment not required.



*****LOADED PALLET 52" MAX HEIGHT***
(including pallet height)**



- 1. Dimensions are in inches.
- 2. Matches are to be centered about the centerline (CL).
- 3. Corners of notches shall be rounded as indicated.
- 4. One or two bottom plowholes may be used at the center.

**Type III,
Four-way (Partial)
Flush Pallet**

