

**Jacket:** 723-640

**Title:** Nibbles for Health Newsletters (English & Spanish)

**Agency:** USDA - FNS

**Bid Opening:** November 22, 2019 at 2:00pm

<b>Contractor Name</b>	<b>Bid</b>	<b>Terms</b>		<b>Discounted Total</b>
ADVANTAGE MAILING LLC - LOS ANGELES	\$131,303.03	1.0%	20 days	\$129,990.00
SPECIALTY PRINT COMMUNICATIONS	\$139,284.00	5.0%	21 days	\$132,319.80
MONARCH LITHO, INC.	\$135,531.00	2.0%	20 days	\$132,820.38
THE JOHN ROBERTS COMPANY	\$133,548.21	NET	days	\$133,548.21
BKR PRINTING	\$142,614.00	5.0%	20 days	\$135,483.30
LAS VEGAS COLOR GRAPHICS	\$147,777.00	4.77%	20 days	\$140,728.04
GRAY GRAPHICS	\$144,790.00	2.0%	20 days	\$141,894.20
CONSOL GRAPH INC/WESTLAND PRT	\$148,873.00	0.5%	21 days	\$148,128.64
DISTRICT CREATIVE PRINTING	\$158,915.00	2.0%	20 days	\$155,736.70
SCHMITZ PRESS	\$163,000.00	0.5%	20 days	\$162,185.00

**BID OPENING:** November 22, 2019

BIDS SHALL BE PUBLICLY OPENED AT 2:00 P.M., PREVAILING ATLANTA, GA TIME.

**ISSUE DATE:** November 18, 2019

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS, CALL (404) 605-9160, EXT. 32707 (BETH NICOLAUS). NO COLLECT CALLS.

### **SPECIFICATIONS**

U.S. Government Publishing Office (GPO)  
Atlanta Regional Office  
3715 Northside Parkway, NW  
Suite 4-305  
Atlanta, Georgia 30327

**GPO CONTRACT TERMS:** Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 09-19)).

**BIDDERS, PLEASE NOTE:** The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, and return "CONTRACTOR'S BID" section (pages 10 and 11).

**PRODUCT:** Consists of proofing, printing, trimming, shrink-wrapping, packaging and making distribution for twenty-four (24) different forms.

**TITLE:** Nibbles for Health Newsletters (English & Spanish)

- Item 1: Child Care: What Will My Child Eat? - English
- Item 2: Child Care: What Will My Child Eat? - Spanish
- Item 3: Colorful Fruits - English
- Item 4: Colorful Fruits - Spanish
- Item 5: Encouraging Vegetables - English
- Item 6: Encouraging Vegetables - Spanish
- Item 7: Growing Strong with Milk - English
- Item 8: Growing Strong with Milk - Spanish
- Item 9: Healthy Celebrations, Lasting Memories - English
- Item 10: Healthy Celebrations, Lasting Memories - Spanish
- Item 11: Healthy Meals with MyPlate - English
- Item 12: Healthy Meals with MyPlate - Spanish
- Item 13: Healthy Snacks with Smiles - English
- Item 14: Healthy Snacks with Smiles - Spanish
- Item 15: Portions for Preschoolers - English
- Item 16: Portions for Preschoolers - Spanish
- Item 17: Tips for a "Choosy" Eater - English
- Item 18: Tips for a "Choosy" Eater - Spanish
- Item 19: Vary Your Protein Foods - English
- Item 20: Vary Your Protein Foods - Spanish
- Item 21: Water: It's a Great Choice - English
- Item 22: Water: It's a Great Choice - Spanish

- Item 23: Whole Grains Make a Difference - English
- Item 24: Whole Grains Make a Difference - Spanish

**FORM NO:**

- Item 1 (Child Care: What Will My Child Eat? - English): FNS-719
- Item 2 (Child Care: What Will My Child Eat? - Spanish): FNS-719-S
- Item 3 (Colorful Fruits - English): FNS-720
- Item 4 (Colorful Fruits - Spanish): FNS-720-S
- Item 5 (Encouraging Vegetables - English): FNS-721
- Item 6 (Encouraging Vegetables - Spanish): FNS-721-S
- Item 7 (Growing Strong with Milk - English): FNS-722
- Item 8 (Growing Strong with Milk - Spanish): FNS-722-S
- Item 9 (Healthy Celebrations, Lasting Memories - English): FNS-723
- Item 10 (Healthy Celebrations, Lasting Memories - Spanish): FNS-723-S
- Item 11 (Healthy Meals with MyPlate - English): FNS-724
- Item 12 (Healthy Meals with MyPlate - Spanish): FNS-724-S
- Item 13 (Healthy Snacks with Smiles - English): FNS-725
- Item 14 (Healthy Snacks with Smiles - Spanish): FNS-725-S
- Item 15 (Portions for Preschoolers - English): FNS-726
- Item 16 (Portions for Preschoolers - Spanish): FNS-726-S
- Item 17 (Tips for a "Choosy" Eater - English): FNS-727
- Item 18 (Tips for a "Choosy" Eater - Spanish): FNS-727-S
- Item 19 (Vary Your Protein Foods - English): FNS-728
- Item 20 (Vary Your Protein Foods - Spanish): FNS-728-S
- Item 21 (Water: It's a Great Choice - English): FNS-729
- Item 22 (Water: It's a Great Choice - Spanish): FNS-729-S
- Item 23 (Whole Grains Make a Difference - English): FNS-730
- Item 24 (Whole Grains Make a Difference - Spanish): FNS-730-S

**QUALITY LEVEL:** II Quality Assurance Through Attributes (GPO Publication 310.1, effective May 1979 (Rev. 09-19)) applies.

**QUANTITY:** 4,501,584 TOTAL Copies of 24 Different Items (Forms), as follows:

- Items 1, 3, 5, 7, 9, 11, 13, 15, 17, 19, 21 and 23 (English Versions):  
250,000 Copies (10,000 shrink-wrapped packages of 25) + 16 SuDoc Copies + 50 QARC's of Each Item
- Items 2, 4, 6, 8, 10, 12, 14, 16, 18, 20, 22 and 24 (Spanish Versions):  
125,000 Copies (5,000 shrink-wrapped packages of 25) + 16 SuDoc Copies + 50 QARC's of Each Item

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

**PAGES:** Face and Back

**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.

**DESCRIPTION:**

Specifications apply equally to each Item unless otherwise indicated.

Forms print full color matter on face and back via 4-color process with full and/or uncommon bleeds on all margins (face image) and on left, right & foot margins (back image).

NOTE: Forms must be printed via conventional OFFSET printing on a minimum 4-color press with one single pass. Digital printing, direct imaging (toner), and inkjet printing are not acceptable.

**GOVERNMENT TO FURNISH:**

- One USB Flash Drive (see "ELECTRONIC MEDIA").
- One set of reduced color lasers for each Item to be used as visuals of furnished electronic files.
- One b/w visual of GPO carton label showing required fields for bulk shipment to GPO Warehouse (Laurel, MD).

**ELECTRONIC MEDIA:**

- PLATFORM: MAC

- ELECTRONIC MEDIA: One USB Flash Drive

- SOFTWARE: Twenty-four InDesign files (one for each Item) will be provided.

--- NOTE #1: PDF files are provided as visuals only - contractor must produce from native InDesign files.

--- NOTE #2: File(s) may contain some low resolution images.

- COLOR: Identified as CMYK.

- FONTS: All fonts will be furnished or embedded. NOTE: Files contain the following Protected/Synced fonts: Nunito-Black, Nunito-Bold, Nunito-Light and Nunito-LightItalic. If necessary, contractor to furnish these fonts.

- OUTPUT: 175 line screen

**ADDITIONAL INFORMATION:**

- Contractor must have the ability to edit PDF files (when furnished by the Government).

- Contractor is not to request that electronic files provided be converted to a different format. If contractor wishes to convert files to a different format, the final output must be of the same or higher quality and at no additional cost to the Government.

- 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.

- Identification markings such as register marks, commercial identification marks of any kind, etc., except form number and revision date, carried in the electronic files, must not print on the finished product.

- 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.

- When PostScript Files are not furnished - prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

- Upon completion of this order, the contractor must furnish final production native application files (digital deliverable) and one "press quality" PDF file with the furnished media. Storage media must be MAC/PC compatible. The digital deliverables must be an exact representation of the final product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government.

**STOCK:** 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.

JCP Code\* A240, White Matte Coated Offset Book, Basis Size 25 X 38", Basis Weight 80#

**NOTE:** 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:** If lithographic ink is used in the performance of this contract, the ink shall contain not less than the following percentages of vegetable oil: (a) news ink, 40 percent; (b) sheet-fed and forms ink, 20 percent; and (c) heat-set ink, 10 percent. High quality color process printing on high-speed heat-set presses is excepted when slow drying time significantly increases production costs.

4-color process

**MARGINS:**

Follow file setup. Face – full and/or uncommon bleeds on all margins; Back – full and/or uncommon bleeds on left, right & foot margins.

**PROOFS:**

Deliver the following proofs to the department on or before December 5, 2019. Contractor MUST return Government furnished material with the proofs.

Contractor is responsible for all costs incurred in the delivery and pickup of proofs. All proofs will be withheld not longer than 5 workday(s) from date of receipt by the Government\*\* to date proofs are MADE AVAILABLE FOR PICKUP by the contractor. It is the responsibility of the CONTRACTOR to make the necessary pickup arrangements when notified that the reviewed proofs are available. If an overnight delivery carrier (i.e. UPS or Fed Ex) is to be used, contractor MUST include a fully completed return airbill (prepaid by the contractor) with the delivered proofs.

\*\*NOTE: The date of receipt by the Government is NOT considered the first workday.

Contractor furnished proof approval letters will not be recognized for proof approval/disapproval. Only GPO generated proof letters will be recognized for proof approval/disapproval. Contractor must not print prior to receipt of an "OK to print".

(\*) PDF "SOFT" PROOF (COMPLETED GPO CARTON LABEL FOR EACH ITEM): One PDF proof of completed GPO carton label for each Item (see "PACKING" for additional labeling information). Email PDF proofs to Don Newsome (donald.newsome@usda.gov). Contractor must call Don Newsome (703-305-2953) to confirm receipt.

(\*) CONTENT PROOFS (EACH ITEM): TWO complete digital color CONTENT proofs created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be imaged face and back and trimmed to the finished size/format of the product.

(\*) INKJET PROOFS (EACH ITEM): One set of INKJET proofs that are G7 profiled and use pigment-based inks. A proofing RIP that provides an option for high quality color matching (such as Device Links Technology and/or ICC Profiles Technology), and meets or exceeds industry tolerance to ISO 12647-7 Standard for Graphic

Technology (as of 3/19/09, and future amendments) must be utilized plus GRACoL 2006 Coated #1 specifications (CGATS TR006) must be achieved. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy: IDEAlliance ISO 12647-7 Control Strip 2009 or 2013(i1).

Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8 x 1/8 solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

IT IS UNDERSTOOD THAT THE PROOFS SUPPLIED UNDER THIS CONTRACT WILL MATCH THE FINAL OUTPUT.

**PRESS SHEET INSPECTION REQUIRED:**

The contractor must notify the GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least 5 workday(s) prior to the inspection. Notify Beth Nicolaus at Atlanta GPO (404-605-9160 Ext 32707 or enicolaus@gpo.gov). Note: See Contract Clause, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

Final makeready press sheets will be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. NOTE: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Viewing Light: Press sheets will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ISO 3664-2009; a viewing booth under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

TRAVEL EXPENSE AND PER DIEM: Travel expenses and per diem to be incurred by the Government for press sheet inspection will NOT be a factor in determining award.

**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.

**BINDING:**

Trim 4 sides.

**PACKING:**

Shrink-wrap each Item separately in units of 25 (no chipboard). NOTE: FNS number located on back of each Item (form) must be visible through wrap.

Pack and identify each Item separately. Pack suitable per shipping container, with total carton weight not to exceed 45 lbs. See "DISTRIBUTION" for additional labeling requirements for SuDoc (File & Depository) copies.

BULK SHIPMENT (LAUREL, MD): Carton labels for bulk (GPO) shipments must be completed and labeled (in bold and all caps) as follows:

- Item 1: “TEAM NUTRITION - CHILD CARE: WHAT WILL MY CHILD EAT? (ENGLISH)” AND STOCK NO. “FNS-719”.
- Item 2: “TEAM NUTRITION - CHILD CARE: WHAT WILL MY CHILD EAT? (SPANISH)” AND STOCK NO. “FNS-719-S”
- Item 3: “TEAM NUTRITION - COLORFUL FRUITS (ENGLISH)” AND STOCK NO. “FNS-720”.
- Item 4: “TEAM NUTRITION - COLORFUL FRUITS (SPANISH)” AND STOCK NO. “FNS-720-S”.
- Item 5: “TEAM NUTRITION - ENCOURAGING VEGETABLES (ENGLISH)” AND STOCK NO. “FNS-721”.
- Item 6: “TEAM NUTRITION - ENCOURAGING VEGETABLES (SPANISH)” AND STOCK NO. “FNS-721-S”.
- Item 7: “TEAM NUTRITION - GROWING STRONGER WITH MILK (ENGLISH)” AND STOCK NO. “FNS-722”.
- Item 8: “TEAM NUTRITION - GROWING STRONGER WITH MILK (SPANISH)” AND STOCK NO. “FNS-722-S”.
- Item 9: “TEAM NUTRITION - HEALTHY CELEBRATIONS, LASTING MEMORIES (ENGLISH)” AND STOCK NO. “FNS-723”.
- Item 10: “TEAM NUTRITION - HEALTHY CELEBRATIONS, LASTING MEMORIES (SPANISH)” AND STOCK NO. “FNS-723-S”.
- Item 11: “TEAM NUTRITION - HEALTHY MEALS WITH MyPLATE (ENGLISH)” AND STOCK NO. “FNS-724”.-
- Item 12: “TEAM NUTRITION - HEALTHY MEALS WITH MyPLATE (SPANISH)” AND STOCK NO. “FNS-724-S”.
- Item 13: “TEAM NUTRITION - HEALTHY SNACKS WITH SMILES (ENGLISH)” AND STOCK NO. “FNS-725”.
- Item 14: “TEAM NUTRITION - HEALTHY SNACKS WITH SMILES (SPANISH)” AND STOCK NO. “FNS-725-S”.
- Item 15: “TEAM NUTRITION - PORTIONS FOR PRESCHOOLERS (ENGLISH)” AND STOCK NO. “FNS-726”.
- Item 16: “TEAM NUTRITION - PORTIONS FOR PRESCHOOLERS (SPANISH)” AND STOCK NO. “FNS-726-S”.
- Item 17: “TEAM NUTRITION - TIPS FOR A “CHOOSY” EATER (ENGLISH)” AND STOCK NO. “FNS-727”.
- Item 18: “TEAM NUTRITION - TIPS FOR A “CHOOSY” EATER (SPANISH)” AND STOCK NO. “FNS-727-S”.
- Item 19: “TEAM NUTRITION - VARY YOUR PROTEIN FOODS (ENGLISH)” AND STOCK NO. “FNS-728”.
- Item 20: “TEAM NUTRITION - VARY YOUR PROTEIN FOODS (SPANISH)” AND STOCK NO. “FNS-728-S”.
- Item 21: “TEAM NUTRITION - WATER: IT’S A GREAT CHOICE (ENGLISH)” AND STOCK NO. “FNS-729”.
- Item 22: “TEAM NUTRITION - WATER: IT’S A GREAT CHOICE (SPANISH)” AND STOCK NO. “FNS-729-S”.

- Item 23: "TEAM NUTRITION - WHOLE GRAINS MAKE A DIFFERENCE (ENGLISH)" AND STOCK NO. "FNS-730".
- Item 24: "TEAM NUTRITION - WHOLE GRAINS MAKE A DIFFERENCE (SPANISH)" AND STOCK NO. "FNS-730-S".

**Labeling and Marking Instructions:**

Contractors are not permitted to display advertisements on skids, pallets, shipping containers, or boxes. All labels and entries made thereon must conform to and be in accordance with these specifications and accurately reflect the contents (including quantity) of all packaged units.

- (a) *Inner packages.* Each inner package must be marked or labeled with the Department name, Requisition number, Form number (including any revision dates, if any), title and quantity. Mark or label boxes and wrapped packages only on one end – (never top, bottom, or sides). Banded packages should be marked on the band. Tied packages should be labeled on chipboard or newsboard. Shrink film packages must be labeled, not marked, on the top or the end. Labels may be placed inside the wrap.
- (b) *Shipping containers.* Each shipping container must have the shipping label applied to one end – (not top, bottom or sides). The label shall be reproduced to 7-7/8" x 6-1/8" from the label (Form 905) posted on gpo.gov in black ink on white paper. The label must be filled in accurately and legibly, using bold characters at least 1/4" high, except the "From" box which may be smaller. The name and requisition number of the receiving department must be used in the "Dept." box and "Dept Req. No." box on all shipping container labels in lieu of the name and requisition number of the order department. Label entries must remain clear and legible for a period of at least two (2) years under normal warehouse conditions. Label information may be rearranged on shipping containers of such dimensions that prevent acceptance of 7-7/8" x 6-1/8" labels.

NOTE: All shipping cartons require a carton label. Noncompliance with the labeling and marking specifications on this order may be cause for the Government to reject the shipment at destination and return it to the contractor at his/her expense. The Government may, at its option, relabel and/or remark in accordance with the specifications and charge all costs to the contractor. There will be a minimum charge of \$50.00 per order (per Jacket) for all labeling and marking corrections that are made by the Government due to the contractor's failure to label/mark all cartons per specifications and Contract Terms.

**SCHEDULE:**

Purchase Order and Government furnished material will be available for pick up from the U.S. Government Publishing Office, Atlanta Regional Office, 3715 Northside Parkway NW, Atlanta, GA 30327 on or before **November 27, 2019.**

Deliver all proofs on or before **December 5, 2019.**

Deliver all copies on or before **January 22, 2020.**

NOTE: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail to Don Newsome (donald.newsome@usda.gov) and GPO Atlanta Regional Office (infoatlanta@gpo.gov). The subject line of this message shall be "Distribution Notice for Jacket XXX-XXX, Req X-XXXXX". 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.

**DISTRIBUTION (F.O.B. DESTINATION):**

Deliver proofs to: Don Newsome, 14357 Southgate Court, Woodbridge, VA 22193. NOTE: This is a residential address.

Email PDF proofs of completed GPO carton labels to Don Newsome (donald.newsome@usda.gov). Contractor must contact Don Newsome (703-305-2953) to confirm receipt.



Deliver 50 copies (2 shrink-wrapped packages) of each Item to: Don Newsome, 14357 Southgate Court, Woodbridge, VA 22193. NOTE: This is a residential address.

Deliver 249,950 copies (9,998 shrink-wrapped packages) of Items 1, 3, 5, 7, 9, 11, 13, 15, 17, 19, 21 and 23 (English versions) and 124,950 copies (4,998 shrink-wrapped packages) of Items 2, 4, 6, 8, 10, 12, 14, 16, 18, 20, 22, and 24 (Spanish versions) to: US Government Publishing Office, C/O RECEIVING - USDA/FNS (TEAM NUTRITION), 8660 Cherry Lane, Laurel, MD 20707. NOTE: Delivery hours are 8:00am to 3:00pm, M-F (Federal workdays). CONTRACTOR MUST NOTIFY GPO WAREHOUSE (laurelpc2@gpo.gov or 202-512-2010 Ext 33400) AND DON NEWSOME (donald.newsome@usda.gov or 703-305-2953) AT LEAST 5 WORKING DAYS PRIOR TO DELIVERY. See "PACKING" for additional labeling information.

Deliver 15 "File" copies of each Item to: Library of Congress / BAC 1525-01, US Serials and Government Documents Section, US Anglo Division, 101 Independence Avenue SE, Stop 4276, Washington, DC 20540-4274, Marked: Depository File Copies. NOTE: All shipments to this destination MUST be shipped via Fed Ex, UPS, or United States Postal Service (USPS).

Deliver 1 "Depository" copy of each Item to: US Government Publishing Office / BAC (C&I) 1523-01, Federal Depository Library Program, Mail Stop: FDLP, 44 H Street NW Loading Dock, Washington, DC 20401, Marked: Item No. 0074-A-02.

Upon completion, return all furnished material AND Department Digital Deliverables (see "ELECTRONIC MEDIA" for specific requirements) under separate cover via traceable means to: Don Newsome, 14357 Southgate Court, Woodbridge, VA 22193. NOTE: This is a residential address.

**QUALITY ASSURANCE RANDOM COPIES (50 COPIES OF EACH ITEM):** The contractor will be required to complete a "Certificate of Selection" furnished by GPO certifying that the copies were selected as directed. Business Reply Mail labels will be furnished for mailing the QARC copies. The copies are to be mailed at the same time as the first scheduled shipment. A copy of the Purchase Order must be furnished along with the QARC's and Certificate of Selection. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket, must be furnished with billing as evidence of mailing.

**QUALITY ASSURANCE THROUGH ATTRIBUTES:** The bidder agrees that any contract resulting from bidder's offer under these specifications shall be subject to the terms and conditions of GPO Pub. 310.1 "Quality Assurance Through Attributes – Contract Terms" in effect on the date of issuance of the invitation for bid. GPO Pub 310.1 is available without charge from: U.S. Government Publishing Office, Atlanta Regional Office, 3715 Northside Parkway, NW, Suite 4-305, Atlanta, Georgia 30327.

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

Product Quality Levels:

- (a) Printing (page related) Attributes – Level II
- (b) Finishing (item related) Attributes – Level II

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:

Attribute Specified	Specified Standard	Alternate Standard*
P-7 Type Quality and Uniformity	Press Sheet Inspection	Approved Proofs
P-10 Process Color Match	Press Sheet Inspection	Approved Proofs

\*In the event that the Specified Standard is waived, the Alternate Standard will serve as its replacement.

**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 hundred or thousand copies.

The price of the 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.

**BID SUBMISSION:** Submit bid to: U.S. Government Publishing Office (GPO), Atlanta Regional Office, 3715 Northside Parkway NW, Suite 4-305, Atlanta, GA 30327. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Atlanta Regional Office Fax No. (404) 605-9185 or (404) 605-9186. The Jacket number must be specified with the bid. Refer to Facsimile Bids in Solicitations Provisions of GPO Contract Terms, GPO Publication 310.2, as revised January 2018.

NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, and return "CONTRACTOR'S BID" section (pages 10 and 11).

**PAYMENT:** Submitting invoices for payment via the GPO fax gateway utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address: <http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

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

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

**CONTRACTOR NAME:** \_\_\_\_\_

**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.

**Contractor's Bid Amount:** \_\_\_\_\_

**Additional Rate:** \_\_\_\_\_ *Per* \_\_\_\_\_

\_\_\_\_\_  
(Contractor's Initials)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

**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 bids, to furnish the specified items at the price set opposite each item, delivered at the designated points(s), in exact accordance with specifications.

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

**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. 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)

\*\*\*\*\*

\_\_\_\_\_  
(Contractor's Initials)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)