

PROGRAM 2423S						
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October 1, 2019 thru Septemeber 30, 2020 (4 option yrs - 2024)						
			Consolidated Publishing Co., Inc.		CURRENT CONTRACTOR	
		BASIS OF	Anniston, AL		Consolidated Publishing Co.	
ITEM NUMBER	ITEM DESCRIPTION	AWARD	UNIT RATE	COST	UNIT RATE	COST
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I.	PRINTING, BINDING, PACKING, AND DISTRIBUTION:					
(a)	Printing in a single color.....per page					
(1)	Makeready and/or Setup	173	\$10.50	\$1,816.50	\$10.50	\$1,816.50
(2)	Running per 100 copies	5,100	\$1.45	\$7,395.00	\$1.45	\$7,395.00
(b)	Printing in four-color process....per page					
(1)	Makeready and/or Setup	27	\$300.00	\$8,100.00	\$300.00	\$8,100.00
(2)	Running per 100 copies	810	\$0.00	\$0.00	\$0.00	\$0.00
II.	ADDITIONAL OPERATIONS:					
(a)	Affixing labels on single copies.... Per label	5,206	\$0.15	\$780.90	\$0.15	\$780.90
	price offered for Item II (a) does not include postage - contractor will be reimbursed for postage					
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	TOTAL			\$18,092.40		\$18,092.40
	DISCOUNT		0.00%	\$0.00		
	NET TOTAL			\$18,092.40		

THIS PROCUREMENT IS BEING SOLICITED AS A SMALL PURCHASE REQUEST FOR QUOTATION (RFQ). THE SEALED BIDDING TERMINOLOGY AS USED THROUGHOUT THESE SPECIFICATIONS IS SYNONYMOUS WITH THEIR NEGOTIATED PROCUREMENT COUNTERPART UNLESS SPECIFICALLY STATED OTHERWISE. NEGOTIATED PURSUANT TO 41 U.S.C. 5(1).

QUOTATION REQUEST

U.S. GOVERNMENT PRINTING OFFICE
Atlanta, GA

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Tracks

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

DLA Document Services-Redstone
(Anniston Army Depot, Anniston, AL)

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning from the Date of Award, and ending September 30, 2020, plus up to four optional 12-month extension periods that may be added in accordance with the "Option to Extend the Contract Term" clause in this contract.

DIRECT ALL QUESTIONS OF A TECHNICAL NATURE CONCERNING THESE SPECIFICATIONS TO CAREY JOSEPH, (404) 605-9160, EXT. 32703, OR E-MAIL cjoseph@gpo.gov. REFER ALL OTHER QUESTIONS TO THE CONTRACT ADMINISTRATOR – AMINA HARVEY, (404) 605-9160, Ext. 32712, OR E-MAIL aharvey@gpo.gov. NO COLLECT CALLS.

ABSTRACT OF PREVIOUS PRICES IS AVAILABLE
on the internet at <http://www.gpo.gov/gpo/abstracts/abstract.action?region=Atlanta>
or bidder may email request to infoatlanta@gpo.gov.

This is a Small Purchase Term Contract. Quotes may be submitted directly to the GPO Atlanta Regional Office Fax No. (404) 605-9185 or (404) 605-9186 or mailed to the Atlanta Regional Printing Procurement Office, 3715 Northside Parkway NW, Suite 4-305, Atlanta, GA 30327. TELEPHONE QUOTATIONS ARE NOT ACCEPTABLE.

Quotes due by 11:00 a.m. on September 26, 2019.

The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, pages 11 - 13 of SECTION 4. – SCHEDULE OF PRICES.

All GPO publications referenced in these specifications are available on the internet via the GPO website, <https://contractorconnection.gpo.gov>.

SECTION 1.- GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract which results from this Quotation Request will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Pub. 310.2, effective December 1, 1987 (Rev. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979 (revised August 2002)).

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.
- (c) Exceptions (pages printing in 4-color process) -- 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:

	<u>Attribute</u>	<u>Specified Standard</u>	<u>Alternate Standard*</u>
P-7.	Type Quality and Uniformity	Approved Proof	File Setup
P-8.	Halftone Match (Single and Double Impression)	Approved Proof	File Setup
P-10.	Process Color Match	Approved Proof	File Setup

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

OPTION TO EXTEND THE TERM OF THE CONTRACT: The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed five years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the "Extension of Contract Term" clause. See also "Economic Price Adjustment" for periodic pricing revision.

EXTENSION OF CONTRACT TERM: At the request of the Government, the term of any contract resulting from this solicitation may be extended for such period of time as may be mutually agreeable to the GPO and the contractor.

ECONOMIC PRICE ADJUSTMENT: The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period.

Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from Date of Award, through September 30, 2020, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final

period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

Pricing adjustments in accordance with this clause will be based on changes in the seasonally adjusted index "Commodities Less Food" under the Special Indexes category on "Table 2 –Consumer Price Index For All Urban Consumers (CPI-U): U.S. City Average, by expenditure category and commodity and service group" published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics.

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending 3 months prior to the beginning of the contract, called the base index. The percentage change (plus or minus) of the variable index from the base index will be the economic price adjustment for the period being considered for adjustment.

The Government will notify the contractor by contract modification specifying the percentage increase or decrease to be applied to invoices for orders placed during the period indicated. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs and separately adjusted paper prices. Payment discounts shall be applied after the invoice price is adjusted.

ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS: A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order will be supplemented by an individual "Print Order" for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

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

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

ORDERING: Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from Date of Award through September 30, 2020, plus for such additional period(s) as the contract is extended. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be "issued" for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

REQUIREMENTS: This is a requirements contract for the items and for the period specified herein. Shipment/delivery of items or performance of work shall be made only as authorized by orders issued in accordance with the clause entitled "Ordering". The quantities of items specified herein are estimates only, and

are not purchased hereby. Except as may be otherwise provided in this contract, if the Government's requirements for the items set forth herein do not result in orders in the amounts or quantities described as "estimated", it shall not constitute the basis for an equitable price adjustment under this contract.

Except as otherwise provided in this contract, the Government shall order from the contractor all the items set forth which are required to be purchased by the Government activity identified on page 1. The Government shall not be required to purchase from the contractor, requirements in excess of the limit on total orders under this contract, if any.

Orders issued during the effective period of this contract and not completed within that time shall be completed by the contractor within the time specified in the order, and the rights and obligations of the contractor and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract.

If shipment/delivery of any quantity of an item covered by the contract is required by reason of urgency prior to the earliest date that shipment/delivery may be specified under this contract, and if the contractor will not accept an order providing for the accelerated shipment/delivery, the Government may procure this requirement from another source.

The Government may issue orders which provide for shipment/delivery to or performance at multiple destinations.

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the "Ordering" clause of this contract.

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>.

NOTE: Contractor billing must be itemized per the Schedule of Prices – see pages 11 thru 13.

REGULATIONS GOVERNING PROCUREMENT: The U.S. Government Publishing Office (GPO) is an office in the legislative branch of the United States Government. Accordingly, the Federal Acquisition Regulation is inapplicable to this, and all GPO procurements. However, the text of certain provisions of the Federal Acquisition Regulation as contained in the Code of Federal Regulations (CFR), are referenced in this solicitation. The offeror should note that only those provisions of the Federal Acquisition Regulation which are specifically incorporated by reference into this solicitation, are applicable.

POLLUTION PREVENTION AND RIGHT-TO-KNOW INFORMATION: (a) Federal facilities are required to comply with the provisions of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (42 U.S.C. 11001-11050) and the Pollution Prevention Act of 1990 (PPA) (42 U.S.C. 13101-13109). (b) During performance, in whole or in part, of this contract on a Federal facility, the Contractor shall provide to the Contracting Officer all information needed by the Federal facility to comply with the emergency planning reporting requirements of Section 302 of EPCRA, the emergency notice requirements of Section 304 of EPCRA, the list of Material Data Safety Sheets required by Section 311 of EPCRA, the emergency and hazardous chemical inventory forms of Section 312 of EPCRA, and the toxic chemical release inventory of Section 313 of EPCRA, which includes the reduction and recycling information required by Section 6607 of PPA.

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of a tabloid requiring such operations as electronic prepress, printing (with some orders requiring 4-color process on some pages), binding, packing, and distribution.

TITLE: "Tracks".

FREQUENCY OF ORDERS: Bi-weekly (approximately 25 issues per year).

Although this is an option year contract, all the estimates, averages, etc. are based upon one year's production.

QUANTITY: Approximately 3,000 copies per order.

NUMBER OF PAGES: Approximately 4 to 24 pages per order, usually 8 or 12 pages.

TRIM SIZE: 11-1/4 x 12-1/2".

GOVERNMENT TO FURNISH:

- Electronic page layout files (see "ELECTRONIC MEDIA") will be furnished by the ordering agency upon award of the contract.
- An initial mailing list consisting of approximately 250 addresses will be provided. Ordering agency will update the mailing list as necessary and provide it to the contractor.
- Print orders (GPO Form 2511).
- GPO Carton Labeling and Marking Specifications.
- Form 905 (R. 3/90) with labeling and marking specifications.
- A supply of blue labels and selection certificates for shipping Departmental Random Copies.
- Performance Records: A *Facsimile Transmission Sheet* will be furnished to the contractor. Information such as the GPO program, jacket, and print-order numbers, quantity, and date of shipment must be filled in by the contractor and faxed to Atlanta GPO (800-270-4758) on the day shipment is due.

ELECTRONIC MEDIA:

- PLATFORM: IBM compatible, using Windows XP or higher
- STORAGE MEDIA: Electronic transfer via contractor-maintained FTP site. Contractor must provide a Uniform Resource Locator (URL) to upload files to – i.e., ftp.contractor.com. Contractor must set the Government's user ID and password, and provide the name of the remote site folder to upload to, if applicable.
- SOFTWARE: InDesign CS6 and/or Adobe PDF 5 files.
NOTE: All software upgrades (for specified applications) which may occur during the term of the contract must be supported by the contractor.
- COLOR: May be identified as one or more of the following: RGB, CMYK, and Black. Contractor to convert all colors to CMYK or Black as indicated per the print order.
- FONTS: Fonts will be furnished and/or embedded/embedded subset. Contractor must keep furnished fonts on file for subsequent orders, and furnish any missing fonts.
- OUTPUT: 85 minimum 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 file format, the final output must be of the same or higher quality.
- 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 GPO imprint, 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.
- 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.

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.

PROOFS: One complete set of digital CONTENT proofs are required, created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, collated and folded, and trimmed to the finished size/format of the product.

FOR PAGES PRINTING IN FOUR-COLOR PROCESS:

One set of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted in lieu of digital one-piece composite laminated halftone proofs. 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 2016 and future amendments) must be utilized. Proofs must be ripped and sent at plate resolution (minimum of 2400 x 2400 dpi). If using a 1 bit tiff, the tiff must be made at a minimum of 2400 dpi. Output must be a minimum of 2400 x 1200 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain *both* of the following to be evaluated for accuracy: 3-tier color control strip: IDEAlliance ISO 12647-7 2013(i1), and the GPO Resolution target found www.gpo.gov/gporestarget.pdf. NOTE: At any point during the term of this contract, if a contractor chooses this proof option, prior evaluation and approval of this proofing method must be provided by GPO, Quality Control for Published Products, to ensure that the final product will be produced in accordance with contract specifications. See instructions at: <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qlsamples6f200c30b44a64308413ff00001d133d.pdf>. Failure to obtain this evaluation and approval may be cause for the job to be rejected should the final product not match the proofs for color.

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.

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" in effect at the time of award.

NOTICE: Copies of the "Government Paper Specifications Standards" are for sale, on a subscription basis, by the Superintendent of Documents, U.S. Government Publishing Office, Washington, D.C. 20402; or available as a PDF on the GPO web site: http://www.gpo.gov/pdfs/customers/sfas/voll2/vol_12.pdf.

All paper used in each copy must be of a uniform shade.

JCP Code A15, Newsprint, Basis Size 24 x 36", Basis Weight 28-32lbs.

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.

PRINTING: The majority of the orders will print four-color process on page 1 and Black on remaining pages. Occasionally (2-3 issues per year) orders will also print four-color process on the center spread (2 pages), with facing pages that print to and must align across the bind. All pages print head-to-head.

Pages printing in four-color process must be printed on a press capable of printing four colors in a single pass through the press (minimum four printing units).

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.

MARGINS: Head 1/2", bind 1/2", or as otherwise indicated.

BINDING: Fold, inset as necessary. No stitching.
Approximately 250 copies (self mailers) will final fold to 11-1/4 x 6-1/4" with page 1 out.

MAILING LIST: Contractor will be required to create mailing labels from furnished mailing list, consisting of approximately 250 mailing addresses (computer generated labels are acceptable). Changes, when required, will be provided to contractor one week in advance of the next mailing

PACKING: Bulk Shipments: Pack in bundles as specified on the individual print order.

LABELING AND MARKING: Mailed Copies: Affix a label to each copy mailed as self-mailers. Sufficient space will be available at the top of page 1 for affixing labels and postage.

Bulk Shipments: Reproduce shipping container label from furnished copy, fill in appropriate blanks and attach to shipping bundles.

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.

Quantity Ordered	Number Sublots
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,000 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 to the address listed under "DISTRIBUTION".

A copy of the PRINT ORDER/SPECIFICATION and a signed Government-furnished certificate of selection, must be included.

DISTRIBUTION: Mail f.o.b. contractor's city approximately 250 copies to 250 addresses.

Deliver f.o.b. destination balance of copies to: Public Affairs Office, Anniston Army Depot, Anniston, AL 36201-5006 (Entrance through Main Gate only).

All mailing shall be made at the Standard Mail B rate, unless otherwise specified by the ordering agency.

All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for "Domestic Mail" or "International Mail" as applicable.

Contractor will be reimbursed for postage by submitting an appropriate receipt for same with the billing for payment. Prompt payment discounts will not apply to that part of the billing which applies to postage charges.

Upon completion of each order, all Government furnished material must be returned to: Public Affairs Office, Anniston Army Depot (Main Gate only), Anniston, AL 36201-5006.

All expenses incidental to the pickup and return of furnished materials and furnishing samples must be borne by the contractor.

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

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).

Electronic files will be up-loaded to the contractor's FTP-site (or e-mailed, at Government's option) before 12:00 noon on Wednesday.

Copies to Anniston Army Depot must be delivered by 7 a.m. and mailed copies delivered to the USPS by 12:00 noon on Thursday.

If proofs are required, proofs must be received by 10:00 am on Thursday and will be approved by 12:00 noon on Thursday. The copies to Anniston Army Depot must be delivered by 7 a.m. and mailed copies delivered to the USPS by 12:00 noon on Friday.

The above schedule may vary on occasion. This is anticipated to occur during the months of November (Veterans Day week and Thanksgiving holiday week), December, and January.

The ship/deliver date indicated on the print order is the date products ordered f.o.b. destination must be delivered to the destination(s) specified and products ordered f.o.b. contractor's city must be mailed.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with each order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

SECTION 3.- DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices offered in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce one year's orders under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered during the term of the contract.

The following item designations correspond to those listed in the "Schedule of Prices".

I.	(1)	(2)
(a)	173	5,100
(b)	27	810
II.	(a)	5,206

SECTION 4.- SCHEDULE OF PRICES

GPO Facsimile Number: (404) 605-9185/9186

Quotes due by: 11:00 a.m. / Date: 9/26/2019

BIDDERS NAME AND SIGNATURE: Fill out and return* all of the pages in "Section 4.- Schedule of Prices", initial each in the space provided.

Bidder _____

(Address) (City) (State) (Zip)

(Person to be contacted) (Telephone Number) (Date) (State Code/Contractor's Code)

(E-mail address)

***You may FAX the Schedule of Prices pages to the above number, or you may mail them to:
Atlanta Regional Office, 3715 Northside Parkway NW, Suite 4-305, Atlanta, GA 30327.**

(NOTE: TELEPHONE QUOTATIONS ARE NOT ACCEPTABLE.)

PAYMENT TERMS:

Discounts are offered for payment as follows: _____ percent, _____ calendar days. See Article 9 "Discounts" of Solicitation Provisions in GPO Contract Terms (Pub. 310.2).

THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____
(Initials)

Contracting Officer: _____ Date: _____
(Initials)

Quotes offered are f.o.b. contractor's city for all mailed shipments and f.o.b. destination for all other shipments.

Prices must include the cost of all required materials and operations in accordance with these specifications.

Bidder must make an entry in each of the spaces provided. Quotes submitted with any obliteration, revision, or alteration of the order and manner of submitting quotes, may be declared nonresponsive.

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government.

Quotes submitted with NB (No Bid) or blank spaces for an item may be declared nonresponsive.

(Initials)

The Contracting Officer reserves the right to reject any offer that contains prices for individual items of production (whether or not such items are included in the Determination of Award) that are inconsistent or unrealistic in regard to other prices in the same offer or to GPO prices for the same operation if such action would be in the best interest of the Government.

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

Fractional parts of 100 or 1,000 will be prorated at the per 100 or 1,000 rate.

The contractor is cautioned not to perform any operation(s) or produce any product(s) for which a price has not been offered under the contract. Further, the contractor is not to accept print orders which are outside the scope of the contract. Any changes made to the print order MUST be confirmed in writing by the Contracting Officer, Atlanta GPO. If such orders are placed by the agency, and no Modification is received from the Atlanta GPO, the contractor is to notify GPO Atlanta immediately. Failure to do so may result in nonpayment.

I. PRINTING, BINDING, PACKING, AND DISTRIBUTION: Prices offered shall include the cost of all required materials and operations (including proofs) necessary for the production and distribution of the product listed in accordance with these specifications, Item II.

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

	Makeready and/or Setup (1)	Running Per 100 Copies (2)
(a) Printing in a single color.....per page	\$ _____	\$ _____
(b) Printing in four-color process.....per page	\$ _____	\$ _____

II. ADDITIONAL OPERATIONS:

(a) Affixing labels on single copies.....per label..... \$ _____

Price offered for Item II (a) does not include postage. Contractor will be reimbursed for postage by submitting an appropriate receipt for same with the billing for payment.

(Initials)

LOCATION OF POST OFFICE: All mailing will be made from the _____

Post Office located at Street Address _____,

City _____, State _____, Zip Code _____.

BIDDERS NAME AND SIGNATURE: Fill out and return three copies of all pages in "Section 4.- Schedule of Prices", initial or sign each in the space provided and submit with two copies of GPO Form 910, "Bid". Do not enter bid prices on GPO Form 910. NOTE: The schedule of prices will prevail in instances where prices are inadvertently entered on GPO Form 910.

Bidder _____

(City - State)

By _____

(Signature and title of person authorized to sign this bid)

(Person to be contacted)

(Telephone Number)

(Initials)

