

**Jacket:** 417-947R-4

**Title:** Saving Fitness: A Guide to your money and your financial future (English Version)

**Agency:** Department of Labor

**Bid Opening:** January 27, 2022 at 11:00 am

<b>Contractor Name</b>	<b>Bid</b>	<b>Terms</b>		<b>Discounted Total</b>
Monarch Litho (106,016 Copies) Unit Cost = \$1.005	\$106,555.00	.25%	20 days	\$106,288.61
DG3 North America, Inc. (106,016 copies) Unit Cost = \$1.01	\$106,486.16	2.0%	20 days	\$104,356.43
District Creative Printing (87,241 Copies) Unit Cost = \$1.2211	\$106,538.00	2.0%	20 days	\$104,407.24
Gray Graphics (86,586 Copies) Unit Cost = \$1.23	\$106,490.00	2.0%	20 days	\$104,360.20
Las Vegas Color Graphics (85,571 Copies) Unit Cost = \$1.24	\$106,487.55	0.55%	20 days	\$105,901.86

**BID OPENING:** Bids shall be opened at 11:00 AM., prevailing Eastern Standard Time (EST), on January 27, 2022 by the U.S. Government Publishing Office, in Washington, DC 20401. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

**BID SUBMISSION:** NOTE: Due to the COVID-19 pandemic, the physical office will NOT be open. Based on this, vendors MUST submit e-mail bids to [bidsapsdc@gpo.gov](mailto:bidsapsdc@gpo.gov) for this solicitation. No other method of bid submission will be accepted at this time.

The Jacket Number 417-947R-4 and bid opening date must be specified in the subject line of the e-mailed bid submission. Bids received after 11:00 AM EST on the bid opening date specified above will not be considered for award.

For information regarding the solicitation requirements prior to award please email at [deeverett@gpo.gov](mailto:deeverett@gpo.gov). For contract administration after award, contact APS DC at 202-512-0307.

NOTE: A of the distribution/mail list is uploaded at the GPO Public site SAMs.com. For an Excel copy of the distribution/mail list, please contact [deeverette@gpo.gov](mailto:deeverette@gpo.gov)

*Additional e-mailed Bid Submission Provisions:*

*The Government will not be responsible for any failure attributable to the transmission or receipt of the e-mailed bid including, but not limited to, the following—*

- (1) Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.*
- (2) The vendor's email provider may have different size limitations for sending e-mail, however vendors are advised not to exceed GPO's stated limit.*
- (3) Illegibility of bid.*
- (4) When the email bid is received by GPO it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the e-mailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the e-mail is received by GPO's email server as the official time stamp for bid receipt at the specified location.*

**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 (revised 9-19)).

**GPO QATAP** (GPO Publication 310.1) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.

**PRODUCT:** Saddle Stitch Pamphlet: English Version (JKT# 417-947).

**TITLE:** Saving Fitness: A Guide to your money and your financial future (English Version).

**QUANTITY:** FIXED PRICE-INDEFINITE QUANTITY CONTRACT. See Below.

**QUOTATIONS:** The offerer is to quote the maximum quantity, inclusive of all costs that will be delivered to Department of Labor per specification requirements, for a total of \$106,470.00. In addition, the offerer must quote a separate additional price for 16 copies for the Superintendent of Documents (SuDocs). The price for the SuDocs quantity must be based on a continuing run of the quantity produced for Department of Labor, exclusive of all basic or preliminary charges. Quotations must include the cost of all materials and operations for the total quantity ordered. Quotations should be

prepared in conformance with the Schedule of Prices.

**BASIS FOR AWARD:** The contract will be awarded to that responsible offerer whose bid conforming to the solicitation provides the lowest overall cost per copy to the Government, including prompt payment discount. The lowest overall cost per copy will be calculated by dividing the total price \$106,470.00 plus the price quoted for SuDocs copies) by the total number of copies to be delivered (number of copies quoted for the Department of Labor plus 16 copies for SuDocs). See Schedule of Prices.

#### SCHEDULE OF PRICES

	Quantity	Cost
Department of Labor	106,000 Copies	<u>\$106,470.00</u>
SuDocs	+ 16 Copies	+ <u>\$85.00</u>
<b>TOTAL QTY and TOTAL COST:</b>	<b>106,016 Copies</b>	<b><u>\$106,555.00</u></b>
<b>TOTAL COST/TOTAL QUANTITY = COST per COPY</b>		<b><u>\$1.005</u></b>

**TRIM SIZE:** 8-1/2 x 11", Saddle Stitch.

**PAGES:** (English Version): 52 Plus a separate wrap around cover.

**GOVERNMENT TO FURNISH:** Via e-mail/ftp site;

Files generated on a MAC 11.5.2, created using Adobe Creative Cloud CC. Files are furnished in native InDesign (links and fonts included), and PDF format. Contractor to extend bleed as necessary.

One Purchase Order

GPO Form 892c (R. 12/17) Proofs.

Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from gpo.gov, fill in appropriate blanks, and attach to shipping containers.

GPO Form 917 (Certificate of Selection).

GPO Form 952 Desktop Publishing - Disk Information

GPO Form 2678 (departmental random copies-blue label).

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 the contract administrator.

The contractor shall create or change 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. Minimum 175-line screens required.

**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 (1) set of digital color content proofs for each version. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi. Proofs must be 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, trimmed and folded to the finished size of the product. The contractor must not print prior to receipt of an "OK to print."

## PLUS

One (1) set of digital one-piece composite laminated halftone proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi for entire pamphlet (Both Items).

At contractor's option, one (1) 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](http://www.gpo.gov/gporestarget.pdf). NOTE: 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.

Send proofs together with the furnished media (copy, electronic files) directly to: Karen Silberberg, Rockville, MD 20852. **Complete mailing address to be provided after award.** Contractor must call GPO Contract Compliance Section at 202-512-0520, or e-mail information to [compliance@gpo.gov](mailto:compliance@gpo.gov) immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than (3) workdays from receipt in the department to when they are made available for pickup at the department. **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING 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. 13" dated September 2019.

JCP Code\* L61, No. 1 Coated Cover, Dull-Finish, Basis Size 20 X 26" - 80 lbs.

JCP Code\*\* A261, No. 1 Coated Text, Dull-Finish, Basis Size 25 X 38" - 80 lbs.

**PRINTING:** COVERS: print head to head with full bleed solid background (heavy coverage) with type matter, and illustration in 4-color process plus some type/fine detailed agency seal reversed out to appear white; common bleed all sides. After printing, flood coat the entire surface of all covers with satin aqueous coating to prevent scratching and smearing.

TEXT: print head to head with type/rule matter, illustrations, solids, screen tints, and images in 4-color process, plus some type reversing out to appear white. Most pages contain solid header (bleed 3 sides) that must print, register, and align across the bind.

JKT# 417-947 (English Version) circle folios i thru iv, and 1 thru 52 (iv, and 50 are blank).

Must be printed on a press capable of printing four colors in a single pass through the press (minimum four printing units).

**MARGINS:** Inadequate gripper, follow electronic files.

**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.

Cracks and wrinkles are not acceptable.

**PACKING:** Pack and identify. Shrink film in unit of 25. Pack 100 Pamphlets per shipping container. Box label size 9-1/2 x 4-1/8", and include all information on 905 form.

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

Product Quality Levels:

(a) Printing Attributes -- Level II.

(b) Finishing 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:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	O.K. Press Sheets
P-10. Process Color Match	O.K. Press Sheets/Furnished Sample

**DISTRIBUTION:** Deliver f.o.b. destination.

Deliver (TBD) copies of JKT# 417-947 "English Version" (includes (TBD) Departmental Random "Blue Label" Copies) via traceable means to: DATASAVERS of Jacksonville, Inc, 888 Suemac Road, Jacksonville, FL 32254. ATTN: Larry Strain (800-884-9538).

For the "Blue Label" Copies -- A copy of the Government furnished certificate (GPO Form 917) must accompany the voucher sent to GPO, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the voucher. Form is also available at <https://www.gpo.gov/pdfs/vendors/sfas/Form917.pdf>

Deliver 100 copies to: Karen Silberberg, 200 Constitution Avenue, NW- Room N5623, Washington, DC 20210.

Deliver 1 copy to: U.S. Government Publishing Office, Federal Depository Library Program (BAC (C+I) 1523-01), Mail-Stop: FDLP, 44 H St., NW, Loading Dock, Washington, DC 20401. Marked Depository Copies, Marked Item No: 0773C01.

Deliver 15 copies to: Library of Congress (BAC (By-Law) 1525-01), U.S. Serials and Government Documents Section, U.S. Anglo Division, 101 Independence Avenue, SE, Stop 4276, Washington, DC 20540-4276. Marked: Depository File Copies. NOTE: All shipments to this destination must be via FedEx, UPS or United States Postal Service (USPS).

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

**SCHEDULE:** Furnished material will be available for pick up at the U.S. Government Publishing Office, 732 N. Capitol Street, NW, Washington, D.C. 20401, on or before February 1, 2022.

Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule. Proofs will be withheld (3) workdays from receipt in the GPO until they are made available for pickup by the contractor.

Deliver complete to arrive at destinations on or before March 30, 2022.

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

**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 1000 copies of each version. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

**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 sheets
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

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

**PAYMENT:** Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing.

Instruction for using this method can be found at the following web address:  
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

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

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