

Jacket: 740-678

Title: SPP Kits for Lethal Means

Agency: VA

Bid Opening: July 28 2020 at 2:00 PM

Contractor Name	Bid	Terms			Discounted Total	Amendment #1
* Monarch Litho, Montebello CA	\$279,972.00	2.0%	20	days	\$274,372.56	yes
District Creative, Upper Marlboro, MD	\$284,750.00	1.0%	20	days	\$281,902.50	yes
Las Vegas Color Graphics, Las Vegas, NV	\$299,555.00	5.0%	20	days	\$284,577.25	yes
Gray Graphics, Capitol Heights, MD	\$332,270.00	2.0%	20	days	\$325,624.60	yes
Schmitz Press, Sparks, MD	\$409,356.00	0.5%	20	days	\$407,309.22	yes
Consolidated Graphics dba Westland Printers, Laurel, MD	\$491,050.00	0.5%	21	days	\$488,594.75	yes
* =Awarded				days	\$0.00	
Verified ES 7/28/20				days	\$0.00	

PURCHASE ORDER
U.S. Government Publishing Office

Columbus Regional Office
 1335 Dublin Rd., Suite 112-B
 Columbus OH 43215-7034

H8711

The above order number must appear on your voucher and on all packages and papers.

Your Contract Administrator is : **Rebecca Rottier-Ext.9** Call: (614) 488-4616 **NO COLLECT CALLS**

DATE 07/30/2020	JACKET NO. 740-678	PRICE \$279,972.00	ADDED RATE \$36,888.63 per C	DISCOUNT 2 %20 days
PROGRAM NO. (if Applicable)	TERM OF PROGRAM (if Applicable)		NAME OF REQ. AGENCY AND REQ. NO. 0-00212-015143 Department of Veterans Affairs	
AREA/STATE/CODE 040	CONTRACTOR CODE 60078	APPROPRIATION/FUND CODE	OBJECT CLASS 2445	BILLING ADDRESS CODE (BAC) 8320-01
TO: MONARCH LITHO, INC. 1501 DATE ST. MONTEBELLO CA 90640			PURCHASED:FOB Destination	
			DATE OF Delivery on or before August 31, 2020	

QUANTITY DESCRIPTION
TITLE: SPP KITS FOR LETHAL MEANS/SUICIDE PREVENTION KITS
Total 740

QL: 3

In strict accordance with our solicitation and your bid/offer dated Monday, July 27, 2020

In Connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The aforesaid provision shall include, but not be limited to, the following: Employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection from training including apprenticeship.

The contractor agrees to post hereafter in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting both the provisions of the nondiscrimination clause.

GPO Form 2669(LASER)

DIRECTOR OF THE GOVERNMENT PUBLISHING OFFICE reserves the right to reject all or any portion of consignments which are not in accordance with specification.

DIRECTOR OF THE GOVERNMENT PUBLISHING OFFICE

By _____

William Lansky Ext.5
 Contracting Officer

BID OPENING: July 28, 2020

BID OPENING: Bids shall be opened at **2 p.m., prevailing EST, on July 28, 2020** at the U.S. Government Publishing Office, Columbus OH. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

SPECIFICATIONS

U.S. Government Publishing Office (GPO)
1335 Dublin Road, Suite 112-B
Columbus, OH 43215-7034

BID SUBMISSION: Due to the COVID-19 pandemic, the physical office will NOT be open. Based on this, bidders MUST submit email bids to: **bidscolombus@gpo.gov** for this solicitation. No other method of bid submission will be accepted at this time. The jacket number and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after 2 p.m. EST on the bid opening date specified above will not be considered for award.

ADDITIONAL EMAILED BID SUBMISSION PROVISIONS: The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed bid including, but not limited to, the following:

1. Illegibility of bid.
2. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
3. The bidder's email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO's stated limit.
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 emailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the email is received by GPO's email server as the official time stamp for bid receipt at the specified location.

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 email, fill out and return one completed copy of all applicable pages (pgs. 7-8) that include the Jacket Number, Bid Price, Additional Rate, Discounts, Amendments, Bid Acceptance Period, and Bidder's Name and Signature, including signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, § 2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

Any questions before or after award concerning these specifications call Becky Rottier at (614) 488-4616, Ext. 9. No collect calls. E-mail: rottier@gpo.gov

BIDDERS PLEASE NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, pages 7-8.

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. 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.

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 Pub. 310.2, effective 12/1/87, Rev. 01-18) and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979, (Rev. 09/19)).

- GPO Contract Terms (GPO Publication 310.2): <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>
- GPO QATAP (GPO Publication 310.1): <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>

WARRANTY: Contract Clause 15, "Warranty", of GPO Contract Terms (Publication 310.2, effective December 1, 1987 (Rev. 01-18)) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to one calendar year from the date the check is tendered as final payment. All other provisions remain the same.

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.

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>.

GOVERNMENT IN-PLANT INSPECTIONS: The Government reserves the right to have Government representative(s) inspect any operation under this contract at the start of its production and at any time during production. In addition to the inspections indicated, the Government reserves the right to inspect all stages of production.

PRODUCT: These specifications cover the proofing, printing, binding, packaging, and delivery of 7 different items (brochure holders, brochures, postcards, bumper stickers, stickers on rolls, pocket cards, and posters); all to be assembled into kits. There are 604 addresses furnished for delivery.

TITLE: SPP Kits for Lethal Means/Suicide Prevention Kits

QUANTITY: 740 total kits

TRIM SIZE: See Description

PAGES: See Description

PREDOMINANT PRODUCTION FUNCTION: Printing of Item 2 brochures, Item 3 postcards, Item 6 pocket cards, and Item 7 posters.

SUBCONTRACTING: Contract Clause 6, "Subcontracts," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)), is modified to permit subcontracting of Item 1 brochure holders, and printing of Item 4 bumper stickers and Item 5 stickers (on rolls) only.

GOVERNMENT TO FURNISH:

Electronic Media PDF Print Files will be emailed along with PO at time of award.

NOTE: Items 3, 4, 5 and 7 file size must be adjusted to print per specified trim size. Some files do not have bleeds. See description.

NOTE: Item 4: Print page 1 of file only.

All bleed creation, color conversion must be included in total bid price.

An Excel file will be furnished and are also attached to these specifications (604 total addresses). There are 3 tabs in the Excel file: 142 addresses for Women's Clinics (1 kit each), 326 addresses for Vet Centers (1 kit each), and 136 addresses for Med Centers (2 kits each).

Cost for all shipping must be included in the total bid price.

ELECTRONIC PREPRESS: 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 GPO contract administrator immediately.

The contractor shall create or 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 required by the Government, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions.

Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

Upon completion of the order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on suitable storage media or e-mailed upon request. 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. NOTE: Government will accept Adobe Acrobat Portable Document Format (PDF) files as digital deliverables when furnished 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: Contractor to submit one Press Quality PDF soft proof (for content only) OF EACH ITEM 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 to e-mail a suitable page proof of each item to: Penny.Woods2@va.gov and rrottier@gpo.gov by August 6, 2020.

Proofs will be OK'd within 1 workday from date of receipt to date proof status is made available to the contractor by e-mail, contractor must give contact and # information. Do not print prior to receipt of proof approval. The date of receipt is not the first workday.

Proofs must have all elements in proper position with trim size noted.

DESCRIPTION/PRINTING:

Item 1: Brochure Holder, no printing (blank), fits bi-fold literature that is 5 1/2" wide. Finished size: 5 3/4" W x 6 1/4" H x 2" D. The following website is a reference for the brochure holder. Must match this holder in all aspects.

<https://www.veryniceproducts.com/:quicksearch.htm?quicksearchbox=Bi-Fold+Cardboard+Brochure+Holder>

Qty: 1,480 total; 2 copies per kit.

Item 2: Brochures, 11 x 8.5" folded to 5.5 x 8.5", print face and back in CMYK, bleeding all sides. Coat both sides with a satin aqueous coating. Shrink-wrap in units of 50. Score fold.

Stock: White Litho (Gloss) Coated Cover, basis weight: 100 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

Qty: 740,000 total; 1,000 copies per kit.

Item 3: Postcards, 10 x 8", print at 102% to create bleeds, print face and back in CMYK, bleeding all sides. Shrink-wrap in units of 50.

Stock: White Matte-Coated Cover, basis weight: 100 lbs. per 500 sheets, 20 x 26", equal to JCP Code L50.

Qty: 740,000 total; 1,000 copies per kit

Item 4: Bumper Stickers, 12 x 3.5", print face only in CMYK, bleeding left edge. NOTE: Print page 1 of file only. Laminate the face with a 3 mil UV gloss laminate. Shrink-wrap in units of 50. Stickers to be permanent adhesive, pressure sensitive, with a split backer. Print file at approx. 25% to create the final trim size of 12 x 3.5".

Stock: White Vinyl, 4 mil thick; plus 3 mil UV gloss laminate.

Qty: 740,000 total, 1,000 copies per kit

Item 5: Stickers (rolls), 6 x 4", print face only in CMYK, no bleeds. Mount on rolls of 250 stickers per roll. Suitable core. Pressure sensitive, permanent adhesive. Configuration of stickers on the backer to be at contractor's option. Kiss-cut between labels for easy separation and removal of the sticker from the backer sheet. Print file at approx. 200% to create the final trim size of 6 x 4".

Stock: White Coated Label, basis weight: 70 lbs. per 500 sheets, 25 x 38", equal to JCP Code L0750.

Qty: 740,000 total, 2,960 rolls; 1,000 copies/4 rolls per kit.

Item 6: Pocket Card, 7 x 4-7/8" flat, folds to 3-1/2 x 4-7/8", print face and back in CMYK, bleeding all sides. Coat face and back with a satin aqueous coating. Shrink wrap in units of 50. Score fold.

Stock: White Litho (Gloss) Coated Cover, basis weight: 100 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

Qty: 74,000 total, 100 copies per kit.

Item 7: Posters, approx. 18 x 23-3/8", print face only in CMYK, no bleeds. Coat the face in a satin aqueous coating. Roll in units of 25 posters and place in a suitable tube. Print file at approx. 212% to create the final trim size of approx. 18 x 23-3/8".

Stock: White Litho (Gloss) Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

Qty: 18,500 total, 25 copies per kit (in a tube).

NOTE: At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level 3 standards are maintained. Final output must be wet ink, pigment-based with a minimum of 175 line screen. Dry ink/toner and inkjet printing are not acceptable. Output must be at a minimum resolution of 2400 x 2400 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. Resolution that is enhanced or simulated by software will not be acceptable.

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.

See Description for each item.

Bidders: Please Note - GPO has issued a new *Government Paper Specification Standards, No. 13*, dated September 2019. Prospective bidders should carefully read this publication as the applicable standards within become an integral part of this contract. The document is posted at <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards> along with a list of major revisions.

MARGINS: See Description.

BINDING: See Description.

PACKING: There are 740 kits to 604 addresses. Each kit to be packaged with all items in a single shipping container. The following items to be packaged together per kit:

1. 2 brochure holders
2. 1,000 brochures
3. 1,000 postcards
4. 1,000 bumper stickers
5. 4 rolls of 250 (1,000) stickers
6. 100 pocket cards
7. 25 posters (rolled in tube)

Packing to be in accordance with GPO Contract Terms (GPO Pub. 310.2). Noncompliance with the packing instructions will be cause for the Government to take corrective action in accordance with GPO Pub. 310.2.

LABELING AND MARKING: Label and mark in accordance with GPO Contract Terms (GPO Pub. 310.2). 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.

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

Product Quality Levels:

- (a) Printing Attributes - Level 3
- (b) Finishing Attributes - Level 3

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests--General Inspection Level I.
- (b) Destructive Tests ----- Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Approved Proofs
P-10. Process Color Match	Electronic Files

SCHEDULE: Adherence to this schedule must be maintained. See "Notice of Compliance with Schedules", in GPO Pub. 310.2.

Purchase Order via email from U.S. Government Publishing Office, Columbus, OH and emailed files by: **July 30, 2020.**

E-mailed proofs on or before: **August 6, 2020.**

Deliver F.O.B. Destination to arrive not later than: **August 31, 2020.**

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.

DISTRIBUTION: All shipments to be sent by traceable means and contractor shall provide tracking numbers within 2 days after shipping to the following email addresses: Penny.Woods2@va.gov and cc to: rottier@gpo.gov. NOTE: Contractor to provide the original distribution list back with the tracking numbers added.

Deliver 740 kits to 604 addresses. See attachment for Excel distribution list with 604 addresses. All costs for shipping to be included in the bid.

- Vet Center Tab: 326 addresses; 1 kit each
- Women’s Clinic Tab: 142 addresses, 1 kit each
- Med Center Tab: 136 addresses, 2 kits each

1 sample kit (not included in quantity counts) to: Penny Woods, 3525 Ferry Landing Road, Dunkirk, MD 20754

RECEIPT FOR DELIVERY: As applicable, the contractor must furnish their own receipts for deliveries. These receipts must include the GPO jacket number; total quantity delivered, number of cartons, and quantity per carton; date delivery made; and signature of the Government agent accepting delivery. The original copies of these receipts must accompany the contractor's voucher for payment.

SCHEDULE OF PRICES (PAGE 1 OF 2)

SHIPMENT(S): Shipment(s) will be made f.o.b. destination from: City _____,
State _____.

JACKET NUMBER: _____

TOTAL BID PRICE: _____

DISCOUNTS: Discount is 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. 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) _____

*****NOTE: SUBMIT BOTH PAGES 7 and 8 VIA EMAIL*****

SCHEDULE OF PRICES (PAGE 2 OF 2)

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 email, fill out and return one completed copy of all applicable pages (pgs. 7-8) that include the Jacket Number, Bid Price, Additional Rate, Discounts, Amendments, Bid Acceptance Period, and Bidder’s Name and Signature, including signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, § 2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

Failure to sign the signature block below may result in the bid being declared non-responsive.

(Company Name)

(GPO Contractor’s Code)

(Street Address, City, State and Zip Code)

(Printed Name and Title)

(Telephone number)

(Signature)

(Date)

(E-Mail)

(Facsimile Number)

THIS SECTION FOR GPO USE ONLY

Contracting Officer Review _____ Date _____ Certifier _____ Date _____
(initials) (initials)

*****NOTE: SUBMIT BOTH PAGES 7 and 8 VIA EMAIL*****