

Program No 5506-S Term: May 1, 2017 to April 30, 2018 Plus Up to 4 Option Years
TITLE: Army Chemical Review, Military Police Professional Bulletin, and Engineer Professional Bulletin

ITEM NO.	DESCRIPTION	BASIS OF AWARD	BELA Printing & Packaging, Lansdale, PA		EU Services Rockville, MD		K-8 OFFSET PRINTING, INC. State College, PA		WBC Inc, d/b/a Lithexcel Albuquerque, NM	
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
	COMPLETE PRODUCT: including paper, proofs, and operations necessary for the complete production and distribution. See item 11 for additional costs.									
(a)	Covers 1 and 4 print in 4-color process plus aqueous, and covers 2 and 3 in black.....per order:									
(1)	Make ready and/or setup charges.....	7	\$315.79	\$2,210.53	\$1,300.00	\$9,100.00	\$250.00	\$1,750.00	\$432.00	\$3,024.00
(2)	Running per 100 copies.....	444	\$10.26	\$4,555.44	\$11.25	\$4,995.00	\$10.00	\$4,440.00	\$20.80	\$9,235.20
(b)	Additional cost for Cover 2 and 3 printing in a 2nd ink color that can be built from 4 color process., per order:									
(1)	Make ready and/or setup charges.....	6	\$315.79	\$1,894.74	\$100.00	\$600.00	\$300.00	\$1,800.00	\$180.00	\$1,080.00
(2)	Running per 100 copies.....	392	\$3.16	\$1,238.72	\$0.50	\$196.00	\$5.00	\$1,960.00	\$5.50	\$2,156.00
(c)	Text pages printing in black ink only.....per page:									
(1)	Make ready and/or setup charges.....	283	\$12.63	\$3,574.29	\$11.30	\$3,187.90	\$10.00	\$2,830.00	\$20.00	\$5,660.00
(2)	Running per 100 copies.....	18,168	\$0.63	\$11,442.69	\$0.55	\$9,989.65	\$0.55	\$9,989.65	\$8.00	\$145,304.00
(d)	Text pages printing in black + 1 add'l color of ink....per page:									
(1)	Make ready and/or setup charges.....	85	\$31.58	\$2,684.30	\$22.60	\$1,921.00	\$10.00	\$850.00	\$40.00	\$3,400.00
(2)	Running per 100 copies.....	5,797	\$0.79	\$4,579.93	\$0.65	\$3,768.05	\$0.60	\$3,478.20	\$12.00	\$69,564.00
(e)	Envelopes, cushioned bags, printing in black ink....per order:									
(1)	Make ready and/or setup charges.....	7	\$42.11	\$294.77	\$200.00	\$1,400.00	\$50.00	\$350.00	\$30.00	\$210.00
(2)	Running per 100 copies.....	51	\$3.26	\$165.26	\$28.00	\$1,428.00	\$2.00	\$102.00	\$13.90	\$708.90
II.	PACKING:									
	<i>Mailed copies:</i>									
(a)	Single copy envelopes.....per envelope.....	3,649	\$0.53	\$1,933.97	\$0.25	\$912.25	\$0.40	\$1,459.60	\$1.00	\$3,649.00
(b)	Multiple copies in kraft envelope or in cushioned shipping bags (2 to 5 pamphlets)....per env./bag....	5,036	\$1.05	\$5,287.80	\$1.00	\$5,036.00	\$1.00	\$5,036.00	\$2.50	\$12,590.00
(c)	Multiple copies in containers or in cushioned shipping bags (6 to 80 pamphlets)....per env./bag....	875	\$1.58	\$1,382.50	\$1.50	\$1,312.50	\$1.50	\$1,312.50	\$2.50	\$2,187.50
	<i>Bulk shipments:</i>									
(d)	Bulk shipment (f.o.b. destination) copies in containers.....per container.....	101	\$3.16	\$508.76	\$5.00	\$805.00	\$18.00	\$2,898.00	\$28.00	\$4,508.00
III.	ADDITIONAL OPERATIONS:									
(a)	NCOA certification setup.....per order.....	7	\$26.32	\$184.24	\$350.00	\$2,450.00	\$20.00	\$140.00	\$15.00	\$105.00
(b)	NCOA certification updates.....per 1,000 addresses....	10	\$5.26	\$52.60	\$3.75	\$37.50	\$5.00	\$50.00	\$4.95	\$49.50
(c)	Convert issue to digital edition (Hosting, customized URL, archiving, analytics reporting, hotlinks, text reader, social media sharing, email-to-a-friend).....per issue.....	5	\$52.63	\$263.15	\$1,100.00	\$5,500.00	\$690.00	\$3,450.00	\$200.00	\$1,000.00
	CONTRACTOR TOTALS			\$42,356.39		\$52,648.85		\$41,895.95		\$264,431.10
	DISCOUNT		5.00%	\$2,117.82		\$131.62				\$2,644.31
	DISCOUNTED TOTALS			\$40,238.57		\$52,517.23		\$41,895.95		\$261,786.79

Prepared by: KO
 Proofread by: CS

Program No 5506-S Term: May 1, 2017 to April 30, 2018 Plus Up to 4 Option Years
 TITLE: Army Chemical Review, Military Police Professional Bulletin, and Engineer Professional Bulletin

ITEM NO.	DESCRIPTION	McDonald & Eudy Printers Inc. Temple Hills, MD		Scotts Printing Holla, MO		Previous Contractor Publisher Press Lebanon, Junction, KY	
		BASIS OF AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE
I.	COMPLETE PRODUCT: including paper, proofs, and operations necessary for the complete production and distribution. See item II for additional costs.						
(a)	Covers 1 and 4 print in 4-color process plus aqueous, and covers 2 and 3 in black.....per order:						
(1)	Make-ready and/or setup charges.....	7	\$650.00	\$5,950.00	\$375.00	\$2,625.00	\$587.00
(2)	Running per 100 copies.....	444	\$12.00	\$5,328.00	\$13.50	\$5,994.00	\$9.68
(b)	Additional cost for Cover 2 and 3 printing in a 2nd ink color that can be built from 4 color process... per order:						
(1)	Make-ready and/or setup charges.....	6	\$75.00	\$450.00		\$0.00	nc
(2)	Running per 100 copies.....	392	\$1.50	\$588.00		\$0.00	nc
(c)	Text pages printing in black ink only.....per page:						
(1)	Make-ready and/or setup charges.....	283	\$15.00	\$4,245.00	\$12.00	\$3,396.00	\$29.72
(2)	Running per 100 copies.....	18,163	\$0.68	\$12,350.84	\$1.22	\$22,158.86	\$0.48
(d)	Text pages printing in black + 1 add'l color of ink.... per page:						
(1)	Make-ready and/or setup charges.....	85	\$32.00	\$2,720.00	\$24.50	\$2,082.50	\$35.35
(2)	Running per 100 copies.....	5,797	\$0.95	\$5,507.15	\$1.48	\$8,579.56	\$0.68
(e)	Envelopes, cushioned bags, printing in black ink....per order:						
(1)	Make-ready and/or setup charges.....	7	\$35.00	\$245.00	\$72.00	\$504.00	nc
(2)	Running per 100 copies.....	51	\$3.00	\$153.00	\$60.00	\$4,080.00	\$31.58
II.	PACKING:						
	<i>Mailed copies:</i>						
(a)	Single copy envelopes.....per envelope.....	3,649	\$0.25	\$912.25	\$0.75	\$2,736.75	\$0.34
(b)	Multiple copies in kraft envelope or in cushioned shipping bags (2 to 5 pamphlets) ...per env./bag...	5,036	\$0.95	\$4,784.20	\$0.95	\$4,784.20	\$0.92
(c)	Multiple copies in containers or in cushioned shipping bags (6 to 80 pamphlets)...per env./bag.....	875	\$1.75	\$1,531.25	\$2.50	\$2,187.50	\$0.92
	<i>Bulk shipments:</i>						
(d)	Bulk shipment (i.o.b. destination) copies in containers.....per container.....	161	\$2.00	\$322.00	\$40.00	\$6,440.00	\$0.76
III.	ADDITIONAL OPERATIONS:						
(a)	NCOA certification setup.....per order.....	7	\$125.00	\$875.00	\$100.00	\$700.00	\$211.84
(b)	NCOA certification updates.....per 1,000 addresses.....	10	\$7.00	\$70.00	\$6.50	\$65.00	nc
(c)	Convert issue to digital edition (hosting, customized URL, archiving, analytics reporting, hotlinks, text reader, social media sharing, email-to-a-friend).....per issue.....	5	\$100.00	\$500.00	\$425.00	\$2,125.00	\$240.00
	CONTRACTOR TOTALS			\$46,531.69		\$68,458.37	\$44,303.48
	DISCOUNT		1.00%	\$465.92		\$68,458.37	\$2,215.17
	DISCOUNTED TOTALS			\$46,066.37		\$68,458.37	\$42,088.31

U.S. GOVERNMENT PUBLISHING OFFICE
200 N. LaSalle St., Suite 810
Chicago, IL 60601-1055

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

**Army Chemical Review, Military Police Professional Bulletin,
and Engineer Professional Bulletin**

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

G-37 WTDD-Publications, Maneuver Support Center of Excellence
Ft. Leonard Wood, MO

Single Award

BID OPENING: Bids shall be publicly opened at **2 p.m.** prevailing Chicago, IL time on
April 26, 2017.

BID SUBMISSION: Facsimile bids are acceptable (see GPO Contract Terms, Pub. 310.2, 5/99). To submit a bid, the contractor must return a signed and completed GPO Bid Form 910 and "Schedule of Prices" included at the end of this specification.

Send bids to U.S. Government Publishing Office, Suite 810, 200 N. LaSalle St., Chicago, IL 60601, or fax bids to **312-886-2057**.

CONTRACT TERM: The term of this contract is for the period beginning May 1, 2017, and ending April 30, 2018, plus up to four optional 12-month extension period(s) that may be added in accordance with the "Option to Extend the Contract Term" clause in this contract.

INFORMATION: For questions about these specifications call Chuck Szopo at 312-353-3916 x6. No collect calls. Do not call with requests for specifications or abstracts – this information is available on the GPO website at <http://www.gpo.gov/gpo/abstracts/abstract.action?region=Chicago>

Fax requests for new award information (available approximately 2 weeks after bid opening) to GPO Chicago Front Desk at 312-886-2057.

SECTION 1. - GENERAL TERMS AND CONDITIONS

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. 6-01) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised August 2002).

DOING BUSINESS WITH THE GPO: Contractors wishing to do business with the GPO are referred to the GPO web site <http://www.gpo.gov/vendors/index.htm>, where one can register as a GPO contractor using the ‘GPO Contractor Connection’ link in accordance with the furnished instructions on this page.

NOTE: Prospective as well as existing GPO contractors are to note that, as of 1/1/08, all contractors seeking to do business with the GPO must first complete and thereafter maintain the accuracy of its GPO Contractor Connection registration with the following mandatory taxpayer information boxes: “EIN/TIN #” Employer Identification Number of Taxpayer Identification Number): “Subject to Backup Withholding” (See Form W-9). The GPO will withhold payment of any invoices for work completed by any contractor who fails to provide this tax data in GPO Contractor Connection. Such invoices will be declared ineligible for payment until all requirements for payment, including providing this tax data in GPO Contractor Connection, have been satisfied.

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

Product Quality Levels:

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

Inspection Levels (from ANSI/ASQC 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 Standard
P-7. Type Quality and Uniformity	O.K. Proofs
P-8. Halftone Match (Single and Double Impression)	O.K. Proofs
P-9. Solid and Screen Tint Color Match	Color Swatch, or Pantone Matching System color
P-10. Process Color Match	O.K. Proofs

SUBCONTRACTING: The predominant production function is printing. Bidders who must subcontract this operation will be declared non-responsible.

OPTION TO EXTEND THE CONTRACT TERM: 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 5 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 prices set forth in this contract shall be adjusted in accordance with the provisions of this clause, provided that, in no event will prices be revised to exceed the maximum permissible under any law existing as of the date of the contract or as may be hereafter promulgated.

Price adjustment period: For the purpose of this clause, the program years shall comply with the Contract Term clause. There shall be no price adjustment for orders placed during the first program year of this contract.

Price adjustment: The prices shall be adjusted on the basis of the "Consumer Price Index For All Urban Consumers - Commodities Less Food, Seasonally Adjusted," published monthly in the CPI Detailed Report by the Department of Labor, Bureau of Labor Statistics, in the following manner:

- (1) The contract price of orders placed during the adjusted period (excluding reimbursable postage or transportation costs) shall be adjusted by the percentage increase or decrease in the average, seasonally adjusted Consumer Price Index For All Urban Consumers - Commodities Less Food (seasonally adjusted) as follows: An index shall be calculated by averaging the 12 seasonally adjusted months ending 3 months prior to the expiration of the first period of the contract. This average is then compared with the average index for the 12-month period ending 3 months prior to the beginning of the contract, called the base index. The percentage increase or decrease by comparing these two indexes shall be applied to the contractor's invoices for orders placed during the price adjustment period.
- (2) The Government will notify the contractor in writing of the percentage increase or decrease to be applied to any invoices to be submitted for orders subject to price adjustment in accordance with this clause. Such percentage will be determined from the published index as set forth above. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs. Any applicable discounts will be calculated on the basis of the invoice price as adjusted.

If the Government exercises an option, the extended contract shall be considered to include this economic price adjustment clause.

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, the Government reserves the right to conduct a preaward survey or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

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 May 1, 2017 through April 30, 2018 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 all invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the fastest method of getting paid. The information for using this method can be found at the following web address:

<https://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>. Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401. For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/finance/index.htm>.

CONTRACTOR’S INVOICE FOR PAYMENT MUST BE ITEMIZED IN ACCORDANCE WITH THE SCHEDULE OF PRICES.

When billing, the contractor must list as a separate invoice line item the cost of the “File copies” and “Depository copies” from the balance of the order, since the Agency is not responsible for the cost of the file and depository copies. No makeready charges apply to the File and Depository copies. Makeready costs will be included in the balance amount.

Contractor is required to furnish a copy of the invoice, including full shipping and postage details, to:

Email: diana.k.dean.civ@mail.mil
Fax: (573) 563-8143, Attn: Diana Dean
Mail: G-37 WTDD-Publications
ATTN: Diana Dean
14010 MSCoE Loop, Bldg. 3201, Suite 2661
Fort Leonard Wood, MO 65473-8702

SECTION 2. - SPECIFICATIONS

SCOPE: These specifications cover the production of three different saddle-stitched pamphlets, and printed envelopes – requiring such operations as processing of electronic files, proofs, printing, binding, packing, mailing, distribution and delivery.

TITLE: Army Chemical Review, Military Police Professional Bulletin, and Engineer Professional Bulletin.

Specifications apply equally to each pamphlet unless otherwise noted.

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

FREQUENCY OF ORDERS:

Army Chemical Review pamphlets: Approximately two orders per year (bi-annually – June and December mail/delivery dates, with orders placed in May and November).

Military Police Professional Bulletin pamphlets: Approximately two orders per year (bi-annually – March and September mail/delivery dates, with orders placed in February and August).

Engineer Professional Bulletin pamphlets: Approximately three orders per year (tri-annually – March, July and November mail/delivery dates, with orders placed in March, July and November).

QUANTITY:

Army Chemical Review pamphlets: Approximately 4,100 copies per order, and approximately 675 envelopes, cushioned bags and containers per order.

Military Police Professional Bulletin pamphlets: Approximately 5,200 copies per order, and approximately 730 envelopes, cushioned bags and containers per order.

Engineer Professional Bulletin pamphlets: Approximately 8,600 copies per order, and approximately 775 envelopes, cushioned bags and containers per order.

NUMBER OF PAGES:

Approximately 32 to 64 pages (in four-page increments) plus separate cover per order. It is anticipated that all text pages will print.

TRIM SIZE:

Pamphlets: 8-3/8 x 10-7/8”.

Single Copy Envelopes: Contractor's option, 9 x 12-1/2” or suitable size to insert a publication flat. Envelope construction and sealing is per contractor's option, to meet U.S. Postal regulations for mailing.

Cushioned Bags and Containers: Adequate size to ensure contents are not damaged during shipping.

GOVERNMENT TO FURNISH:

Print Order (GPO Form 2511): Print orders will generally be sent via e-mail. At the Government's option, print orders may be furnished as a hard copy, a faxed copy, or by FTP. Contractor must be able to accept via e-mail.

Electronic Media and Files: Electronic files will be generated on a PC with Windows, using Adobe InDesign CS4. Page files will be supplied in native page layout application form. Images will be provided in flattened TIF/JPEG format and will be linked into position. Native layered image files may be created in Adobe Photoshop and Adobe Illustrator, and on occasion in Corel PhotoPaint or Corel Draw. All final files will be supplied on CD-R, CD-RW, DVD-R and/or DVD-RW, at the Government's option. A visual of the furnished electronic files will be provided for contractor to check during preflight.

Fonts: All printer and screen fonts will be furnished. Furnished fonts are the property of the Government and may be used only for the purpose of producing material under this contract. Any use other than the contract is in violation of copyright laws. All fonts are to be eliminated from the contractor's archive immediately after completion of the contract.

Sample for Composition: Sample Kraft envelope showing approximately 11 lines of type and approximately two vertical and five horizontal rules to be typeset same or similar by contractor and placement for return address.

Mailing Addresses: Address list has quantities indicated. A tally showing the number of issues to insert in envelopes (1 to 5) will be provided. At contractor's option, CD or DVD in ASCII using Access (PC-compatible) containing the mailing list can be provided. Addresses will be ZIP code sorted.

CONTRACTOR TO FURNISH: All materials and operations other than those listed under "Government to Furnish," as necessary to produce the product(s) in accordance with these specifications.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except GPO imprint, carried on copy or film, must not print on finished product, except where specifically indicated as part of the mailing address.

Upon receipt of the mail list, contractor shall compare the quantities listed in this contract to the data received and make GPO and the Agency aware of any concerns or significant discrepancies immediately. Contractor shall CASS certify and NCOA process the list and submit the certification paperwork to GPO with invoice voucher. Projected per piece weight and CASS certification and NCOA processing paperwork shall be included with the proofs sent to the Agency.

ELECTRONIC PREPRESS: Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the Agency and Chuck Szopo at 312-353-3916 x6 in sufficient time to comply with the shipping schedule. 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. Contractor must maintain the latest version of all programs and operating systems used in this contract as well as maintain backwards-compatibility.

Furnished TIF files may require minor file format conversion prior to output. No additional charge will be allowed for this service.

PROOFS:

All Pages: Two (2) sets of digital color content proofs should be sent to Agency. One set will be returned to contractor with revisions marked, as needed. Direct to plate must be used to produce the final product with a minimum resolution 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, as applicable. Covers 1 and 4 Only: Two (2) sets of digital one-piece composite laminated color proofs on the actual production stock (Kodak Approval, Screen TrueRite, Polaroid PolaProof, Latran Prediction, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi. One set will be returned to contractor. Proofs must show dot structure and be in press configuration. Direct to plate must be used to produce the final product. In lieu of digital one-piece laminated proofs, at contractor's option, two (2) sets of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted. A proofing RIP that provides option for high quality color matching such as Device Links Technology and/or ICC Profiles Technology, and meets or exceeds industry tolerance to ISO 12647-2 standard for Graphic Technology (as of 3/19/09 and future amendments) must be utilized. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain one of the following color control strips to be evaluated for accuracy: IDEAlliance ISO 12647-7 (2007 or later) Wedge or P2P25 Target. Proofs must contain color control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars (such as Brunner, GATF, GRETAG, or RIT) 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 and indicate margins. Proofs will be used for color match on press.

Covers and Text Pages Printing in Two Colors: In proofs, Pantone colors may be substituted with a similar color (with the exception of process yellow) but may not be built out of the four process colors, or contractor is to submit ink draw downs on actual production stock of Pantone color(s) used to produce the product.

If printed digitally, two (2) sets of actual printed pamphlets must be furnished as proofs.

Author's alterations (AAs) proofs shall be digital color content PDF proofs, provided via e-mail to: diana.k.dean.civ@mail.mil or to an alternate address to be provided by the Agency at the Government's option.

Author's alterations (AAs) may occur occasionally during the proofing stage. **Any such changes will be supplied by the Agency with the returned proofs**, up to a maximum of eight (8) typeline corrections and two (2) image adjustments (placement, color, or other). AAs in excess of these must be immediately brought to the attention of the contract administrator, Chuck Szopo at cszopo@gpo.gov or 312-353-3916 x6. One additional workday may be added to the schedule to accommodate AAs.

The contractor must not print prior to notification of an "OK to Print".

If any contractor's errors are serious enough in the opinion of the GPO to require revised proofs, the revised proofs are to be provided at no expense to the government. No extra time can be allowed in the schedule, such operations must be accomplished within the original production schedule allotted to the specifications.

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. 12" dated March 2011.

NOTICE: Copies of the “Government Paper Specifications Standards, No. 12,” dated March 2011, are for sale on a subscription basis by the Superintendent of Documents, U.S. Government Publishing Office, Washington, D.C. 20402 or available in PDF format on the GPO website at: <http://www.gpo.gov/vendors/sfas.htm>.

All paper must be of a uniform shade.

Cover: White Litho (Gloss) Coated Cover, basis weight: 65 lbs. per 500 sheets, 20 x 26”, equal to JCP Code L10. All cover paper must have the grain parallel to the fold.

Text: White Litho Coated Book, basis weight: 60 lbs. per 500 sheets, 25 x 38”, equal to JCP Code A170.

Single Copy Envelopes: Kraft (golden shade), basis weight: 28 or 32 lbs. per 500 sheets, 17 x 22”. At contractor’s option, a stock other than Kraft can be substituted as long as it meets U.S. Postal regulations.

PRINTING AND INK: Offset or digital printing are acceptable. Face and back (head to head), minimum 150-line screen. Pamphlets include illustrations, tints/solids with reversing, and type and line matter. Digital printing must be capable of smooth gradient tints with no banding or tone jumping. Minimum acceptable resolution is 1200 X 1200 dpi. 4800 X 600 dpi is acceptable. HP Indigo 5500 or 7000, Xerox models 7000, 8000, 700, 800 and Xerox iGen4 are known to have this capability. Resolution of the contractor's machine will be reviewed at the time of the award. Published resolutions will be used to determine suitability. Software enhanced or simulated resolution specifications will not be accepted.

Pamphlets:

Covers 1 and 4: Print in 4-color process. Top coat with clear gloss aqueous coating.

Covers 2 and 3: Print in black ink and/or one additional ink color as indicated on the print order. Contractor has the option to build the additional ink color out of 4-color process.

Text Pages: Print in black ink only or print in black ink plus one additional ink color scattered throughout as indicated on the print order. Ink traps. Match Pantone number as indicated on the 2511 print order. Pantone colors cannot be built from process inks.

Envelopes:

Print type and line matter on the side opposite the seams in black ink. Return address type is different for each of the publications.

Contractor to direct address (or create & securely affix a suitable address labels to the face of each envelope) from the furnished mailing list/disk.

Digital edition:

Convert each issue to digital edition (Hosting, customized URL, archiving, analytics reporting, hotlinks, text reader, social media sharing, email-to-a-friend).

MARGINS: Margins will be as indicated on the print order, or per supplied electronic files. Covers 1 and 4 print full bleed. Approximately 20% of text pages will contain bleeds.

Envelopes do not bleed; adequate gripper margin.

BINDING: Saddle-wire stitch in two places on the 10-7/8” side and trim three sides. Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed.

Score cover on fold with grain parallel to fold; cracking will not be acceptable.

PACKING AND LABELING:

Bulk Shipments: Pack in shipping containers of 32 pounds capacity. Pack suitably in containers as appropriate. Products shall not be mixed within bundles or containers. Shipping containers shall have a minimum bursting strength of 275 pounds per square inch or a minimum edge crush test (ECT) of 44 pounds per inch width. One sample copy of the product packaged in each bundle or container must be attached, face up to the outside of the bundle or container, to identify the contents therein. At the contractor's option, when multi-page products are packaged, a sample copy of the first page of the product may be attached to identify the contents. When multiple bundles or containers are required to package the same product, they must be identified (i.e. 1 of 3, 2 of 3, etc). Contractor to reproduce shipping container labels, fill in appropriate blanks and attach to shipping containers.

Packing List: Each shipment (except envelopes/packages that are mailed) shall contain a packing list that includes:

- (1) Name and address of consignor
- (2) Name and address of consignee
- (3) Requisition, program, print order, and GPO jacket numbers
- (4) Bill of lading number if any
- (5) Description of the material shipped, including:
 - (a) Publication number and title, if applicable, and date
 - (b) Quantity per container and total quantity
 - (c) Total number of containers
 - (d) Total number of pallets

Each packing list must be sealed in a waterproof envelope, secured to the outside of the container on the upper left front of the pallet, and in the case of truckload shipments be placed near the tailgate of the trailer.

Mailed Shipments: Insert single and multiple copies (not to exceed 30 copies) into Kraft envelopes, cushion (bubble padded) bags, or containers. Affix a contractor-furnished label to each unit of mail inserted/package in contractor furnished Kraft envelopes.

All reproduction copy for any one order shall be wrapped in one package or inserted in a Kraft envelope and must be protected by cardboard or other means to guarantee safe delivery.

Labeling and Marking Specifications (GPO Form 905): See GPO Contract Terms Booklet, Publication 310.2. for more information.

All expenses incidental to packing and labeling bundles and containers must be borne by the contractor.

GPO “VERIFICATION OF DELIVERY”: Contractor MUST email delivery verification information to VerifyChicago@gpo.gov WITHIN 24 HOURS OF DELIVERY. Enter Program and Print Order numbers in the subject line, and in the body of the message indicate the method of shipment and the delivery date. If a contract specifies a shipping method of **f.o.b. contractor city** (at government's expense), enter the date of shipment. If a contract specifies **f.o.b. destination** (at contractor's expense), enter the date of delivery. If a contract specifies a combination of both methods, include all shipping and delivery dates. **Failure to provide this information for each print order may result in delayed payment of invoices.**

RECEIPTS FOR DELIVERY: Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket, program, and print order numbers; total quantity shipped and/or delivered, number of cartons, and quantity per carton; date delivery made; and signature of the Government agent accepting delivery. The original copy of these receipts or other acceptable proof must accompany the contractor's voucher for payment.

DISTRIBUTION:

Army Chemical Review pamphlets:

Deliver F.O.B. Destination (at contractor's expense) via traceable means:

50 Copies to: HQ USASOC
ATTN: NBC Readiness HQ
2929 Desert Storm Drive
Fort Bragg, NC 28310

50 Copies to: ATTN: S-3
Commander, 11th ADA Brigade
2685 Building
Fort Bliss, TX 79916

50 Copies to: Commander, 1st Stryker Brigade Combat Team
25th Infantry Division
ATTN: Brigade Chemical, Bldg. 1555
Gassney Road, Room 270
Fort Wainwright, AK 99703

75 Copies to: Department of Military Instruction
ATTN: Chemical Branch Representative
United States Military Academy
745 Brewerton Road, Room 4101
West Point, NY 10996

125 Copies to: HHQ, 82nd Airborne Division
ATTN: Division Chemical Officer
2175 Reilly Road, Stop A
Fort Bragg, NC 28310

150 Copies to: Commander
3d Infantry Division
ATTN: G3 Training
942 Dr. Ben Hall Place
Fort Stewart, GA 31314-5034

40 Copies to: Commander
10th Mountain Division CBRN
ATTN: Division CBRN NCO
10015 South Riva Ridge Loop
Fort Drum, NY 13602

1 Copy to: U.S. Government Publishing Office
Federal Depository Library Program
Mail Stop: FDLP
44 H Street, NW, Loading Dock
Washington, DC 20401
Marked: **Item No. 0346-A**

15 Copies to: Library of Congress
US/Anglo Division

US Government Documents Section
101 Independence Avenue, SE
Washington, DC 20540-4274
Marked: **Depository File Copies**
(Must deliver via Fedex, UPS or USPS)

75 Copies to: U.S. Government Publishing Office
Documents Warehouse
8660 Cherry Lane
Laurel, MD 20707
Marked: **Subscription Stock, Req. No., Program 5506-S**

2 GPO Samples to: U.S. Government Publishing Office
Attn: (Program #) and (Print Order #) CS
200 N. LaSalle St., Suite 810
Chicago, IL 60601-1055

Balance to: Army Chemical Review Professional Bulletin
(includes 80 ATTN: Diana Dean
Blue Labels) 14010 MSCoE Loop Bldg. 3201, Suite 2661
Approx. 3,300 Fort Leonard Wood, MO 65473-8702
Inside delivery required
NOTE: This address must be used as the return address printed on all
mailed and shipped items (envelopes, packages and cartons).

Mail F.O.B. Contractor's City:

Contractor will be required to pay postage for each mailing. Contractor will be reimbursed for postage.

- Approximately **642** single copy envelopes.
- Approximately 271 envelopes/cushion (bubble) envelopes – 2 to 5 copies per envelope – totaling approximately **783** copies.
- Approximately 47 cushion (bubble) envelopes/containers – 6 to 10 copies per envelope – totaling approximately **400** copies.
- Approximately 6 containers – 12-17 copies per envelope – totaling approximately **88** copies.
- Approximately 3 containers – 20 copies per container – totaling approx. **60** copies.
- Approximately 1 container – 25 copies per container – totaling approx. **25** copies.
- Approximately 3 containers – 30 copies per container – totaling approx. **90** copies.

Military Police Professional Bulletin pamphlets:

Deliver F.O.B. Destination (at contractor's expense) via traceable means:

40 Copies to: Command and General Staff College
ATTN: Military Police Representative
100 Stimson Avenue, Building 127
Ft. Leavenworth, KS 66027

200 Copies to: Department of Military Instruction
ATTN: Military Police Branch Representative
United States Military Academy
745 Brewerton Road, Room 4122
West Point, NY 10996

1 Copy to: U.S. Government Publishing Office
Federal Depository Library Program

Mail Stop: FDLP
44 H Street, NW, Loading Dock
Washington, DC 20401
Marked: **Item No. 0325-F-04**

15 Copies to: Library of Congress
US/Anglo Division
US Government Documents Section
101 Independence Avenue, SE
Washington, DC 20540-4274
Marked: **Depository File Copies**
(Must deliver via Fedex, UPS or USPS)

175 Copies to: U.S. Government Publishing Office
Documents Warehouse
8660 Cherry Lane
Laurel, MD 20707
Marked: **Subscription Stock, Req. No., Program 5506-S**

2 GPO Samples to: U.S. Government Publishing Office
Attn: (Program #) and (Print Order #)
200 N. LaSalle St., Suite 810
Chicago, IL 60601-1055 - cs

Balance to: Military Police Professional Bulletin
(includes 80 ATTN: Diana Dean
Blue Labels) 14010 MSCoE Loop, Bldg. 3201, Suite 2661
Approx. 2,250 Fort Leonard Wood, MO 65473-8702
Inside delivery required
NOTE: This address must be used as the return address printed on all
mailed and shipped items (envelopes, packages and cartons).

Mail F.O.B. Contractor's City:

Contractor will be required to pay postage for each mailing. Contractor will be reimbursed for postage.

- Approximately 131 single copy envelopes.
- Approximately 649 envelopes/cushion (bubble) envelopes – 2 to 5 copies per envelope – totaling approximately 2,124 copies.
- Approximately 10 cushion (bubble) envelopes/containers – 6 to 9 copies per envelope – totaling approximately 65 copies.
- Approximately 35 containers – 10-14 copies per container – totaling approximately 364 copies.
- Approximately 9 containers – 15 copies per container – totaling approx. 135 copies.
- Approximately 8 containers – 20 copies per container – totaling approx. 160 copies.
- Approximately 6 containers – 25 copies per container – totaling approx. 150 copies.
- Approximately 2 containers – 30 copies per container – totaling approximately 60 copies.
- Approximately 2 containers – 40 copies per container – totaling approx. 80 copies.
- Approximately 5 containers – 50 copies per container – totaling approx. 250 copies.
- Approximately 1 container – 70 copies per container – totaling approx. 70 copies.
- Approximately 1 container – 75 copies per container – totaling approx. 75 copies.
- Approximately 1 container – 80 copies per container – totaling approx. 80 copies.

Engineer Professional Bulletin pamphlets:

Deliver F.O.B. Destination (at contractor's expense) via traceable means:

75 Copies to: Headquarters, 555th Engineer Brigade

Building 12835
Mail Stop 93
Joint Base Lewis-McChord, WA 98433

30 Copies to: Department of Military Instruction
ATTN: Engineer Branch Representative
United States Military Academy
745 Brewerton Road, Room 4122
West Point, NY 10996

212 Copies to: U.S. Government Publishing Office
Federal Depository Library Program (FDLP)
Document Warehouse
8660 Cherry Lane
Laurel, MD 20707-4986
Marked: **Item No. 0334-A-02**

15 Copies to: Library of Congress
US/Anglo Division
US Government Documents Section
101 Independence Avenue, SE
Washington, DC 20540-4274
Marked: **Depository File Copies**
(Must deliver via Fedex, UPS or USPS)

100 Copies to: U.S. Government Publishing Office
Documents Warehouse
8660 Cherry Lane
Laurel, MD 20707
Marked: **Subscription Stock, Req. No., Program 5506-S**

2 GPO Samples to: U.S. Government Publishing Office
Attn: (Program #) and (Print Order #)
200 N. LaSalle St., Suite 810
Chicago, IL 60601-1055 - cs

Balance to: Engineer Professional Bulletin
(includes 80 ATTN: Diana Dean
Blue Labels) 14010 MSCoE Loop, Bldg. 3201, Suite 2661
Approx. 2,500 Fort Leonard Wood, MO 65473-8702
Inside delivery required
NOTE: This address must be used as the return address printed on all
mailed and shipped items (envelopes, packages and cartons).

Mail F.O.B. Contractor's City:

Contractor will be required to pay postage for each mailing. Contractor will be reimbursed for postage.

- Approximately 804 single copy envelopes.
- Approximately 1,162 envelopes/cushion (bubble) envelopes – 2 to 5 copies per envelope – totaling approximately 3,877 copies.
- Approximately 63 cushion (bubble) envelopes/containers – 6 to 9 copies per envelope – totaling approximately 487 copies.
- Approximately 61 containers – 10 copies per container – totaling approximately 610 copies.
- Approximately 1 container – 11 copies per container – totaling approx. 11 copies.
- Approximately 8 containers – 12 copies per container – totaling approx. 96 copies.
- Approximately 1 container – 14 copies per container – totaling approx. 14 copies.

- Approximately 11 containers – 15 copies per container – totaling approximately **165** copies.
- Approximately 2 containers – 16 copies per container – totaling approx. **32** copies.
- Approximately 1 container – 17 copies per container – totaling approx. **17** copies.
- Approximately 12 containers – 20 copies per container – totaling approx. **240** copies.
- Approximately 7 containers – 25 copies per container – totaling approx. **175** copies.
- Approximately 2 containers – 30 copies per container – totaling approx. **60** copies.
- Approximately 1 container – 40 copies per container – totaling approx. **40** copies.
- Approximately 1 container – 45 copies per container – totaling approx. **45** copies.

Contractor will be required to pay postage for each mailing. Contractor will be reimbursed for postage by submitting a properly completed Postal Service form (or equivalent) with the voucher for billing. Contractor must obtain all permits to enter publication into the postal system. All mailing shall be made at the non-automated Standard Mail bulk rate. Contractor will ensure that all mailings have sufficient postage and documentation.

Contractor to provide PAVE and ZIP Code accuracy certification for addresses and meet any other requirements to insure Standard Mail rates from the U.S. Postal Service. The contractor is cautioned that “Postage and Fees Paid” indicia may be used only for the purpose of mailing material produced under this contract. All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for “Domestic Mail” as applicable.

DEPARTMENTAL RANDOM COPIES (Blue Labels): The following plan applies for selecting **80** random samples for each order.

1. Divide the entire lot into 80 sublots.
2. Choose 1 copy from each subplot. Do not choose copies from the same general area in each subplot.
3. Sign and date the Selection Certificate and pack it with the inspection samples and a copy of the print order.

Blue Label samples must deliver to the agency address listed under “DISTRIBUTION”. Blue Label samples must be packed separately and identified by a Government-furnished blue-colored label which is to be affixed to each container. The Government will furnish initial copies of the required blue label and certificate, and the contractor will reproduce copies as needed. Blue Label samples must be recorded separately on all shipping documents and constitute a part of the total quantity ordered; **no additional charge will be allowed.**

FEDERAL DEPOSITORY LIBRARY PROGRAM COPIES: Cartons containing “Depository Copies” delivered to the Federal Depository Library Program must be clearly marked to indicate the total number of cartons in the shipment. For example: 1 of 3; 2 of 3; 3 of 3.

LIBRARY OF CONGRESS DEPOSITORY FILE COPIES: Must be shipped via FedEx, UPS or USPS due to security requirements.

GPO SAMPLES: Mark package with Program number and Print Order number. GPO samples are to be shipped at the same time as the scheduled shipment/delivery and cannot be deducted from the total quantity ordered. Deliver sample copies by the most economical method. **No additional charge will be allowed for these samples.**

RETURN OF GOVERNMENT FURNISHED MATERIALS: The original furnished CD/DVD must be returned to Agency with the proofs for Agency re-use. If required, Author’s Alternations will be overwritten on this CD/DVD and returned to contractor with the returned proofs.

In the unlikely event that the Agency requests that the contractor make changes to the furnished files during the proofing stage, at the agency’s request, or per the specifications, the contractor must create a

revised CD with all changes incorporated therein for return to the agency after completion of the order.

All furnished disks should be returned to the Agency. Furnished lasers should be destroyed 30 days after completion of mailing.

All expenses incidental to the pickup and return of all proofs, Government Furnished Material and furnished samples must be borne by the contractor.

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). The ship/deliver date indicated on the print order is the date products ordered must be delivered to the destinations specified.

No definite schedule for pickup of material can be predetermined. At contractor's expense, furnished material plus proofs must be picked up from and delivered to the Fort Leonard Wood, MO address in "Distribution". **Inside delivery and pickup of materials is required, to and from the agency contact in Bldg. 3201, Suite 2661.**

It is expected that *Army Chemical Review* pamphlets will be ordered in May and November, *Military Police Professional Bulletin* pamphlets will be ordered in February and August, and *Engineer Professional Bulletin* pamphlets will be ordered in March, July, and November.

The following schedule begins the workday after notification of the availability of print order and furnished material; the workday after notification will be the first workday of the schedule.

The numbers under the column headed "WD After" represent the number of workdays allowed to complete that part of the schedule after completion of the preceding part.

	<u>WD After</u>
Contractor delivers Proofs.....	5
Contractor pickup Proofs.....	3
Contractor emails revised proofs due to AAs (when required)	1
Contractor must complete mailing and delivery at destinations.....	6

For example, if the contractor is notified by the government that an order is available for pickup on Monday, May 15, 2017, proofs should be received by Agency on or before Monday, May 22. The Agency will review and have the proofs ready for the contractor to pick-up by Thursday, May 25. The contractor must complete mailing and delivery at destination by Monday, June 5 (Monday, May 29 is excluded due to the Federal holiday).

- Complete order must deliver, including Blue Labels, GPO Depository, File and Subscription copies, GPO samples, and returned government furnished materials.

All pickups and deliveries must be made Monday through Friday, exclusive of Federal Holidays, before 3:30 pm local prevailing time.

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 a like period of time.

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

	(1)	(2)
I. (a)	7	444
(b)	6	392
(c)	283	18,163
(d)	85	5,797
(e)	7	51
II. (a)	3,649	
(b)	5,036	
(c)	875	
(d)	161	
III. (a)	7	
(b)	10	
(c)	5	

SECTION 4. - SCHEDULE OF PRICES

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

Bidder must make an entry in each of the spaces provided. Bids submitted with any obliteration, revision, or alteration of the order and manner of submitting bids, 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.

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

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.

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, Chicago GPO. If such orders are placed by the agency, and no Modification is received from the Chicago GPO, the contractor is to notify GPO Chicago immediately. Failure to do so may result in nonpayment.

CONTRACTOR MUST INVOICE IN ACCORDANCE WITH SCHEDULE OF PRICES.

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

Fractional parts of 100 will be prorated at the Per 100 rate.

I. COMPLETE PRODUCT: Prices offered shall include the cost of all required materials, including paper, proofs, and operations necessary for the complete production and distribution of the product listed in accordance with these specifications. See item II for additional costs.

	Makeready and/or Setup <u>Charges</u> (1)	Running Per 100 <u>Copies</u> (2)
(a) Covers 1 and 4 print in 4-color process plus Aqueous, and covers 2 and 3 in black.....per order	\$ _____	\$ _____
(b) Additional cost for Covers 2 and 3 printing in a 2nd ink color that can be built from 4-color process...per order	\$ _____	\$ _____
(c) Text pages printing in black ink only.....per page	\$ _____	\$ _____
(d) Text pages printing in black + 1 add'l color of inkper page.....	\$ _____	\$ _____
(e) Envelopes, cushioned bags, printing in black ink.....per order	\$ _____	\$ _____
(Faxed proof of return addresses required with first order)		

 (Initials)

COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID

II. PACKING: Prices offered shall include all costs related to inserting and addressing/labeling.

Mailed copies:

- (a) Single Copy Envelopes.....per envelope.....\$ _____
- (b) Multiple copies in Kraft envelope or in cushioned shipping bags (2 to 5 copies)per envelope/bag.....\$ _____
- (c) Multiple copies in containers or in cushioned shipping bags (6 to 80 copies)per bag/container\$ _____

Bulk Shipments:

- (d) Bulk shipment (f.o.b. destination) copies in containers.....per container\$ _____

III. ADDITIONAL OPERATIONS:

- (a) NCOA certification setup.....per order.....\$ _____
- (b) NCOA certification updatesper 1,000 addresses....\$ _____
- (c) Convert issue to digital edition (Hosting, customized URL, archiving, analytics reporting, hotlinks, text reader, social media sharing, email-to-a-friend)...per issue\$ _____

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 all pages in “Section 4. - Schedule of Prices”. Initial or sign each page in the space provided and submit with GPO Form 910 “Bid” (included at the end of this document). 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)

Shipments will be made from: City _____, State _____

By _____
(Signature and title of person authorized to sign bid) (Date)

(Person to be contacted)

(Telephone Number)

(Contractor’s Code No.)

GPO Form 910
(R 8-01) P.57021-4
Part 1
ORIGINAL

U.S. GOVERNMENT PRINTING OFFICE
Printing Procurement Department
BID

FORM 910

All bids are subject to GPO Publication 310.2, Contract Terms (Rev. 6-01) which is incorporated by reference, and the representations and certifications on the reverse of part one of this GPO Form 910.

Shipment(s) 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, contractor will be responsible for any additional shipping costs incurred.)

PROGRAM NO. _____ (BIDDER TO ATTACH SCHEDULE OF PRICES TO THIS BID FORM)

or

JACKET NO. _____

BID _____

Additional _____ Rate _____

Discounts are offered for prompt payment as follows: _____ percent, _____ calendar days.
See Provision 12 "Discounts" in GPO Contract Terms (Pub. 310.2).

Bidder hereby acknowledges amendment(s) number(ed) _____

In compliance with the above, the undersigned agrees, 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 point(s), in exact accordance with specifications.

Notice: Failure to provide a 60 day bid acceptance period may result in expiration of your bid prior to award.

COMPANY SUBMITTING BID

PERSON AUTHORIZED TO BID

Company _____ Name _____

Address _____ Title _____

City _____ State _____ Zip _____ Signature _____

GPO Contractor Code (if known) _____ Date _____

Telephone Number _____ Facsimile Number _____

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

Representations and Certifications

Exception to the certifications may render your bid nonresponsive. Submission of your bid without statement of exception shall constitute certification of the six items.

REPRESENTATIONS.

R-1. Small Business. By submission of a bid, the bidder represents that the bidder is a small business concern, unless the bid contains an affirmative representation that the bidder is not a small business concern.

R-2. Small Disadvantaged Business Concern. By submission of a bid, the bidder represents that the bidder is not a small disadvantaged business concern, unless the bid itself contains an affirmative representation that the bidder is a small disadvantaged business concern.

R-3. Women-Owned Small Business Concern. By submission of a bid, the bidder represents that the bidder is not a women-owned small business concern, unless the bid itself contains an affirmative representation that the bidder is a women-owned small business concern.

CERTIFICATIONS.

C-1. Covenant Against Contingent Fees. Submission of a bid without statement of exception shall constitute certification.

(a) The contractor warrants that no person or agency has been employed or retained to solicit or obtain a contract upon an agreement or understanding for a contingent fee, except a bona fide employee or agency. For breach or violation of this warranty, the Government shall have the right to annul the contract without liability or, in its discretion, to deduct from the contract price or consideration or otherwise recover, the full amount of the contingent fee.

(b) "Bona fide agency" means an established commercial or selling agency, maintained by a contractor for the purpose of securing business, that neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds itself out as being able to obtain any Government contract or contracts through improper influence.

"Bona fide employee" means a person, employed by a contractor and subject to the contractor's supervision and control as to time, place, and manner of performance, who neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds out as being able to obtain any Government contract or contracts through improper influence.

"Contingent fee" means any commission, percentage, brokerage, or other fee that is contingent upon the success that a person or concern has in securing a Government contract.

"Improper influence" means any influence that induces or tends to induce a Government employee or officer to give consideration or to act regarding a Government contract on any basis other than the merits of the matter.

C-2. Buy American Certification. Except as may be listed with the bid itself, the bidder certifies with the submission of a bid that each end product is a domestic end product (as defined in clause 37 "Buy American Act" in Contract Clauses), and that components of unknown origin have been considered to have been mined, produced, or manufactured outside the United States. Any exception listed with the bid itself must list both the excluded end products and the country of origin of each.

C-3. Clean Air and Water. Submission of a bid without statement of exception shall constitute certification.

(Applicable if the bid or offer exceeds \$100,000 or the Contracting Officer has determined that orders under an indefinite quantity contract in any year will exceed \$100,000, or a facility to be used has been the subject of a conviction under the Clean Air Act (42 U.S.C. 7413 (C) (1)) or the Federal Water Pollution Control Act (33 U.S.C. 1319(c)) and is listed by EPA, or is not otherwise exempt.)

(a) Any facility to be utilized in the performance of the proposed contract has not been listed on the Environmental Protection Agency List of Violating Facilities.

(b) The Contracting Officer will be promptly notified, prior to award, of the receipt of any communication from the Director, Office of Federal Activities, Environmental Protection Agency, indicating that any facility which he/she proposes to use for the performance of the contract is under consideration to be listed on the EPA List of Violating Facilities.

(c) Bidder will include substantially this certification, including this paragraph (c), in every nonexempt subcontract.

C-4. Certificate of Independent Price Determination. Submission of a bid without statement of exception shall constitute certification.

(a) The offeror certifies that-

(1) The prices in the offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to (i) those prices; (ii) the intention to submit an offer; or (iii) the methods or factors used to calculate the prices offered.

(2) The prices in the offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory-

(1) Is the person in the offeror's organization responsible for determining the prices being offered in the bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a) (1) through (a) (3) of this provision; or

(2)(i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a) (1) through (a) (3) of this provision [insert full name of person(s) in the offeror's organization responsible for determining the prices offered in the bid or proposal, and the title of his or her position in the offeror's organization];

(ii) As an authorized agent, does certify that the principals named in subdivision

(b)(2)(i) of this provision have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) of this provision; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) of this provision.

(c) If the offeror deletes or modifies subparagraph (a)(2) of this provision, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

C-5. Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters (Jan. 1999). By submission of a bid-

(a)(1) The offeror certifies, to the best of its knowledge and belief, that-

(i) The offeror and/or any of its principals-

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have not, within a 3-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with commission of any of the offenses enumerated in subdivision (a)(1)(i)(B) of this provision.

(ii) The offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division or business segment, and similar positions).

This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

(b) The offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under the solicitation. However, the certification will be considered in connection with a determination of the offeror's responsibility. Failure of the offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the offeror non-responsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it later determined that the offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from the solicitation for default.

C-6. Certification of Nonsegregated Facilities (Jan. 1999). Submission of a bid without statement of exception shall constitute certification.

(a) "Segregated facilities," as used in this provision, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees, that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin because of habit, local custom, or otherwise.

(b) By submission of an offer, the offeror certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The offeror agrees that a breach of this certification is a violation of the Equal Opportunity clause in the contract.

(c) The offeror further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will-

(1) Obtain identical certifications from proposed subcontractors before the award of subcontracts under which the subcontractor will be subject to the Equal Opportunity clause;

(2) Retain the certifications in the files; and

(3) Forward the following notice to the proposed subcontractors (except if the proposed subcontractors have submitted identical certifications for specific time periods):

NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENT FOR CERTIFICATION OF NONSEGREGATED FACILITIES

A certification of Nonsegregated Facilities must be submitted before the award of a subcontract under which the subcontractor will be subject to the Equal Opportunity clause. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually).

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.