

PROGRAM 2089-S TERM: OCTOBER 1, 2014, THROUGH SEPTEMBER 30, 2015
 This contract has a one year base with a four year extension potential
 TITLE: BOOKS AND PAMPHLETS

ITEM NO. & DESCRIPTION	BASIS OF AWARD	BKR Printing Salt Lake City, UT		PREVIOUS / ESTIMATE	
		UNIT RATE	COST	UNIT RATE	COST
I. PRINTING, BINDING, PACKING & DISTRIBUTION:					
1. Saddle-stitched					
(a) Printing in a single ink color, including binding each page:					
MAKEREADY/SETUP:					
(1) Format "A".....	160	5.00	800.00	5.00	800.00
(2) Format "B".....	1952	5.66	11048.32	5.80	11321.60
RUNNING - PER 100 COPIES:					
(3) Format "A".....	3803	0.35	1331.05	0.35	1331.05
(4) Format "B".....	52977	0.35	18541.95	0.40	21190.80
2. Perfect-bind:					
(a) Printing in a single ink color, including binding each page:					
MAKEREADY/SETUP:					
(1) Format "A".....	160	5.00	800.00	5.00	800.00
(2) Format "B".....	2684	6.45	17311.80	5.80	15567.20
RUNNING - PER 100 COPIES:					
(3) Format "A".....	3803	0.35	1331.05	0.35	1331.05
(4) Format "B".....	72844	0.51	37150.44	0.40	29137.60
3. Looseleaf Products					
(a) Printing in a single ink color, including binding each page:					
MAKEREADY/SETUP:					
(1) Format "A".....	80	5.00	400.00	5.00	400.00
(2) Format "B".....	976	6.50	6344.00	6.00	5856.00
RUNNING - PER 100 COPIES:					
(3) Format "A".....	1902	0.35	665.70	0.35	665.70
(4) Format "B".....	26489	0.35	9271.15	0.40	10595.60
4. Additional color(s)					
(a) Printing text or cover in color in addition to the first single ink color press run charged for under items 1, 2, or 3, each page:					
MAKEREADY/SETUP:					
(1) Format "A".....	6	15.00	90.00	15.00	90.00
(2) Format "B".....	32	15.00	480.00	15.00	480.00
RUNNING - PER 100 COPIES:					
(3) Format "A".....	143	0.80	114.40	0.80	114.40
(4) Format "B".....	868	1.20	1041.60	1.20	1041.60
II. STOCK:					
(a) White Offset Book, 50 lbs.					
(1) Format "A".....	666	0.50	333.00	0.53	352.98
(2) Format "B".....	5331	0.77	4104.87	0.85	4531.35
(b) White Offset Book, 60 lbs.					
(1) Format "A".....	1647	0.71	1169.37	0.64	1054.08
(2) Format "B".....	48518	1.14	55310.52	0.98	47547.64
(c) Colored Writing, 20 lbs					
(1) Format "A".....	380	0.75	285.00	0.78	296.40
(2) Format "B".....	3808	1.04	3960.32	1.10	4188.80
(d) White Vellum Finished Book, 60 lbs					
(1) Format "A".....	713	0.64	456.32	0.64	456.32
(2) Format "B".....	3808	0.98	3731.84	0.98	3731.84
(e) Colored Vellum Finished Book, 60 lbs					
(1) Format "A".....	570	0.87	495.90	0.90	513.00
(2) Format "B".....	3808	1.30	4950.40	1.30	4950.40
(f) White Litho Coated book, 70 lbs					
(1) Format "A".....	143	1.00	143.00	1.05	150.15
(2) Format "B".....	2285	1.55	3541.75	1.65	3770.25
(g) White Matte Coated Book, 60 lbs					
(1) Format "A".....	190	1.33	252.70	1.40	266.00
(2) Format "B".....	3046	1.88	5726.48	2.00	6092.00
(h) White Matte Coated Book, 70 lbs					
(1) Format "A".....	190	1.40	266.00	1.44	273.60
(2) Format "B".....	3046	2.06	6274.76	2.15	6548.90
(i) White Index, 110 lbs					
(1) Format "A".....	19	3.32	63.08	3.50	66.50
(2) Format "B".....	53	5.30	280.90	5.50	291.50
(j) Colored Index, 110 lbs					
(1) Format "A".....	48	3.82	183.36	4.00	192.00
(2) Format "B".....	129	5.78	745.62	6.00	774.00
(k) White Litho Coated Cover, 60 lbs					
(1) Format "A".....	7	5.78	40.46	6.00	42.00
(2) Format "B".....	76	7.00	532.00	7.25	551.00
(l) White Litho Coated Cover, 80 lbs					
(1) Format "A".....	7	5.62	39.34	5.80	40.60
(2) Format "B".....	76	7.97	605.72	8.30	630.80
(m) White Vellum Cover, 65 lbs					
(1) Format "A".....	48	4.35	208.80	4.10	196.80
(2) Format "B".....	129	6.95	896.55	5.90	761.10
(n) Colored Vellum Cover (65#)					
(1) Format "A".....	119	5.43	646.17	5.00	595.00
(2) Format "B".....	1371	6.60	9048.60	6.80	9322.80
(o) White Matte Coated Cover (65#)					
(1) Format "A".....	7	5.84	40.88	6.00	42.00
(2) Format "B".....	107	8.32	890.24	8.54	913.78
III. ADDITIONAL OPERATIONS:					
(a) Drilling, up to 4 holes per 100 leaves.....					
(1) Format "A".....	13244	0.20	2648.80	0.25	3311.00
(b) Collating - cost per 100 inserts.....					
(1) Format "A".....	326	4.00	1304.00	2.00	652.00
(c) Wire coil binding, includes coil, per 100 books.....					
(1) Format "A".....	54	75.00	4050.00	90.00	4860.00
(d) Plastic coil binding, include coil, per 100 books.....					
(1) Format "A".....	54	60.00	3240.00	70.00	3780.00
(e) Computer time work on electronic camera copy corrections, per hour.....					
(1) Format "A".....	5	55.00	275.00	45.00	225.00
(f) Shrink film wrap , cost per 100 packages.....					
(1) Format "A".....	114	31.00	3534.00	18.00	2052.00
(g) Color proof, per page.....					
(1) Format "A".....	244	5.00	1220.00	2.00	488.00
(h) Gray scale proofs, per page.....					
(1) Format "A".....	1220	1.70	2074.00	3.00	3660.00
CONTRACTOR TOTALS			\$230,291.21		\$218,894.19
DISCOUNT		5.00%	\$11,514.56	5.00%	\$10,944.71
DISCOUNTED TOTALS		20 days	\$218,776.65	20 days	\$207,949.48

AWARDED

Reviewed By: _____

U.S. GOVERNMENT PRINTING OFFICE
Seattle, Washington

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Books and Pamphlets

(copying and duplicating are not acceptable)

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

U.S. Department of Agriculture
Forest Service
Portland, OR

(And Various Other Government Departments and Agencies)

Single Award

The term of this contract is for the period

Beginning October 1, 2014, and ending September 30, 2015

BID OPENING: Bids shall be publicly opened at 2 p.m., prevailing Seattle-time, on September 25, 2014.

Fill out and mail Section 4; Schedule of Prices; of this specification with a copy of the 910 form to: U.S. GOVERNMENT PRINTING OFFICE; 4735 E. Marginal Way South; Seattle; Washington; 98134. Mark your bid "ATTN: 2089-S" on the outside of the envelope.



The following web address will allow you to print a copy of the 910 form.
<http://www.gpo.gov/pdfs/vendors/sfas/bids910.pdf>



The following web address will allow you to print a copy of the current pricing abstract.
<http://www.gpo.gov/gpo/abstracts/abstract.action?region=Seattle> Scroll down and click on 2089-S.
The spread sheet will be in a PDF format.

For information of a technical nature call Felicia Buchko, Ext. # 3, or email fbuchko@gpo.gov or call Ken Foster, Ext. # 7, or e-mail kfoster@gpo.gov, other questions should be directed to the contract administrator, Lautretz Moore, Ext. # 2, or e-mail lmoore@gpo.gov Phone: (206) 764-3726 (no collect calls).

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 Pub. 310.2, effective December 1, 1987 (Rev. 6/01)), and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979 (revised December 1992)).



<http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf> <http://www.gpo.gov/pdfs/vendors/sfas/qatap.pdf>

The above links will enable viewing of the most current versions of the afore mentioned documents.

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

Product Quality Levels:

- (a) Printing (page related) Attributes -- Level III.
- (b) Finishing (item related) Attributes -- Level III.

Inspection Levels (from MIL-STD-105):

- (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	Government Furnished Materials or approved proof.
P-8. Halftone Match	Government Furnished Materials or approved proof.
P-9. Solid and Screen Tint Color Match	Pantone Matching System

SUBCONTRACTING: The predominant production function is press-work.

Using this contract to print "official use only" documentation shall be held in strict confidence and not disclosed to unauthorized parties or used for any purpose other than in performance of this contract. Orders placed on this contract constitutes an asset of value to the Government; therefore, the contractor is required to destroy all scrap and/or unused copies after delivery of each order placed.

CONTRACT TERM: The term of this contract is for one year (the base year), and four option years. Attention is directed to the clauses: "Economic Price Adjustment," and "Option to Extend the Contract Term."

OPTION EXTENSION OF CONTRACT TERM: The Government may extend the term of this contract by written notice to the contractor no later than 30 days before the contract expires. If the Government exercises this option, the extended contract will include all provision herein. The total duration of this contract, including the exercise of any options, will not exceed five years.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct a pre-award survey or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

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 on page 1. 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", published monthly in the CPI Detailed Report by the U.S. 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 as follows: An index shall be calculated by averaging the 12 seasonally adjusted months ending 3 months prior to the expiration of the first program year 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.

LIMITATION OF PERFORMANCE AND CONTRACTOR OBLIGATIONS: Funds are available for performance of this contract for the first program period only. The amount of funds available at award is not considered sufficient for the performance required for any program period other than the first program period. When additional funds are available for the full requirements of the next succeeding program period, the Contracting Officer shall, not later than the date specified in the "Options" clause (unless a later date is agreed to), so notify the contractor in writing.

The Government's obligation to the contractor, as specified and limited under this contract, extends only to work under program period requirements for which funds have been made available and as obligated by each print order.


The contractor is not obligated to incur costs for the performance required for any program period after the first unless written notification is received from the Contracting Officer of an increase in availability of funds. If so notified, the contractor's obligation shall increase only to the extent contract performance is required for the additional program period for which funds have been made available.

If this contract is terminated under the "Termination for the Convenience of the Government" clause "total contract price" in that clause means the amount available for performance of this contract, as provided for in this clause. The term "work in process" in that clause means the work under program period requirements for which funds have been made available. If the contract is terminated for default, the Government's rights under this contract shall apply to the entire multiperiod requirements.

FACSIMILE BIDS: The solicitation provision in GPO Contract Terms (Pub. 310.2) permitting facsimile bids means a bid that has been transmitted to and has been received by a commercial enterprise via facsimile and subsequently delivered to the Government. **Facsimile bids transmitted to GPO offices will not be considered.**

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.

ORDERING: Items to be furnished under this contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under this contract from October 1, 2014 through September 30, 2015. All print orders issued hereunder are subject to the terms and conditions of this contract. This contract shall control in the event of conflict with any print order. When mailed, a print order shall be "issued" for purposes of this contract at the time the Government deposits the order in the mail.

PAYMENT: Submit all vouchers to: Comptroller, Stop FMCE, Financial Management Service, U.S. Government Printing Office, Washington D.C., 20401. Using the GPO barcode cover sheet and faxing your invoice to GPO is the fastest and safest method of being paid. Your voucher goes directly into the electronic database of vouchers and is scheduled for payment. The following website address will allow you to create the GPO payment barcode cover page.

<http://winapps.access.gpo.gov/fms/vouchers/barcode/>

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.

RECOVERED MATERIALS PROGRAM: The Government Printing Office is promoting the use of recovered materials in its contracts to the maximum extent practicable, provided all specification requirements are met. Offerors are encouraged to supply paper and paper products that contain recovered materials even in the absence of a specific solicitation provision or contract clause requiring such materials. Recovered materials shall mean "recovered fiber" or "postconsumer recovered fiber" as defined in "Government Paper Specification Standards No. 12," published by the Joint Committee on Printing. However, when used in conjunction with the cotton/linen content of paper, "recovered fiber" means a postconsumer fiber and "recovered material" means a preconsumer fiber. By submission of a bid or offer, or by substantial performance on a small purchase, the offeror certifies that the paper to be supplied contains at least the minimum percentage of recovered materials in the paper products as specified. 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 Title 18, United States Code, Section 1001. The Government reserves the right to require proof of such certification prior to first delivery and thereafter as may be otherwise provided for under the provisions of the contract. When the use of recovered materials is specified, the contractor shall maintain manufacturer/mill accounting and record summaries on the fiber weight content used as feed stock, for the purposes of Government audit, that will verify (a) the contractor's certification of the minimum percentage of recovered materials used in the performance of the contract, (b) that the paper and paper products are in compliance with the specification requirements, and (c) the paper is manufactured in accordance with the Environmental Protection Agency (EPA) Paper Products Recovered Materials Advisory Notice (61 FR 26985, May 29, 1996) whether the products are manufactured by the contractor or another paper mill. The contractor, if not the manufacturer, shall obtain this information from the paper manufacturer. The contractor shall maintain, and make available to the Government, these documents for one year after the expiration of the contract. Nothing in this clause shall excuse the contractor from furnishing the specified paper.

SECTION 2.-SPECIFICATIONS

SCOPE: These specifications cover the production of various books and pamphlets with self and separate covers requiring such operations as printing, binding, packing, and distribution.

TITLE: Books and Pamphlets

FREQUENCY OF ORDERS:

Approximately 5 orders in format "A" and 46 orders in format "B".

QUANTITY:

An average of 2377 copies in format "A" and 2714 copies in format "B".

NUMBER OF PAGES:

Approximately 80 pages in format "A" and 122 pages in format "B".

TRIM SIZE: Various trim sizes will be ordered and paid for in their respective "Format" classification as follows:

Format "A" will include any trim size up to and including 6 x 9-1/2" (including landscape style) or a maximum unit size of 57 square inches.

Format "B" will include any trim size over 6 x 9-1/2" up to and including 8-1/2 x 11" (including album style) or a maximum unit size of 93.5 square inches.

GOVERNMENT TO FURNISH:

Electronic media Thumb Drive, DVD, CD-ROM, both IBM and/or Macintosh compatible. Software on the above could include but not limited to: CorelDraw, PhotoShop, PageMaker, InDesign, Quark XPress, Freehand, Suitcase, PDF files, Microsoft Office Suite of products, Illustrator and PostScript files. Software will be in a variety of versions. Printer fonts will be provided on the disk. The contractor must have the current versions and up-grade as they become available.

GPO Form 905.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except form number and revision date, carried on copy or film, must not print on finished product.

CONTRACTOR TO FURNISH:

All materials and operations, other than those listed under "Government to Furnish," necessary to produce the products in accordance with these specifications.

The contractor will host a website with secure FTP service using either Secure Sockets Layer (SSL) or Transfer Layer Security (TLS) encryption. The servers must be redundant and located in a secure locked, climate controlled, fire-resistant facility. This web site must allow the agency to post Government furnished material and print proofs from the site when required.

The contractor must provide website information allowing the ordering agencies to post and retrieve Government furnished materials and proofs from their secure website.

Prior to image processing, the contractor shall perform a basic preflight check of the furnished media and publishing files to assure correct output of the required reproduction image. If any errors, media damage, or data corruption that might interfere with proper file image processing are discovered during inspection by the contractor, work must be discontinued and further instructions should immediately be requested from the ordering agency.

This preflight must identify any problem areas with digital file submission and must include but not be limited to missing or damaged fonts, damaged disks, missing bleeds, improper trim size, and improper color definition. The Contractor is also responsible for creating or altering any necessary trapping, setting proper screen angles and frequency (unless indicated otherwise by the Government), and defining proper file output selection for the imaging device being used. All furnished files must be imaged as necessary to meet the assigned Quality Assurance Through Attributes Program (QATAP) level.

COMPUTER TIME WORK: Will consist of minor repairs and/or corrections required by the ordering agency on electronic camera copy. Time work will be rounded up to closest 15-minute increments. **Prior to work, the contractor will be required to inform the agency of the approximate time required for repairs or corrections, allowing the agency the opportunity to correct and/or provide corrected files.**

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

When required, upon completion of each 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 the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government.

FILM/REPRODUCIBLES: Film is not required. All halftones are to be 133 lpi or finer.

PROOFS: Submit 1 set of one-piece proofs of complete publication. Proofs must have illustrations and text matter composited. Low resolution proofs that are not representative of final image quality (i.e. dye sub, inkjet, color laser, etc.), as well as film overlay type proofs are not acceptable. Proofs are to be "contract quality" and be representative of image quality and color that will be matched by the printed press sheets. Any digital proof used as a "contract proof" must be imaged to predict the appearance of the press sheet, using the same Raster Image Processor (RIP) that will be used to produce the finished product. The contractor is responsible for providing a control system that facilitates making the match between the approved proofs and the printed press sheets.

When indicated on print order, the contractor will fax, email, post the proof(s) to their secure website or deliver "hard-copy" proof(s), at the option of the ordering agency. The proofs must show color breaks, trim and fold lines and have all elements in their proper position.

Grayscale and Color: Proofs must be produced by the same RIP (Raster Imaged Processor file) used to print the final product. Proofs must have all elements in proper place and margins Indicated.

When required: Contractor to submit ink draw downs on actual production stock of Pantone colors used in job.

Proofing spot varnishes: Spot varnish may be shown as either a digital content proof or as an overlay on the one-piece proof.

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

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 12" dated March, 2011. http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf.



Color of paper furnished shall be of a uniform shade and a close match by visual inspection of the JCP and/or attached color sample(s). The Contracting Officer reserves the right to reject shipments of any order printed on paper the color of which, in his opinion, materially differs from that of the color sample(s). Slight variations in shade will be permitted.

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

All cover paper must have the grain parallel to the spine.

The paper to be used will be indicated on each print order.

Text:

White Offset Book, basis size 25 x 38", 50 and 60 lbs. per 500 sheets, equal to JCP Code A60.

Colored Writing, basis size 17 x 22", 20 lbs. per 500 sheets, equal to JCP Code D10.

White and colored Vellum-Finished Book, basis size 25 x 38", 60 lbs. per 500 sheets, equal to JCP Code A90.

White Litho Coated Book, basis size 25 x 38", 70 lbs. per 500 sheets, equal to JCP Code A180.

White Matte Coated Offset Book, basis size 25 x 38", 60 and 70 lbs. per 500 sheets, equal to JCP Code A240.

Cover:

White and Colored Index, basis size 25-1/2 x 30-1/2", 110 lbs. per 500 sheets, equal to JCP Code K10.

White Litho Coated Cover, basis size 20 x 26", 60 and 80 lbs. per 500 sheets, equal to JCP Code L10.

White and Colored Vellum Finish Cover, basis size 20 x 26", 65 lbs. per 500 sheets, equal to JCP Code L20.

White Matte Coated Cover, basis size 20 x 26", 65 lbs. per 500 sheets, equal to JCP Code L50.

PRINTING: CPT (computer to plate) or (computer to press) technology is encouraged in the production of these publications. All printing must comply with the ink requirements herein, and must be able to produce a suitable amplitude modulated (AM) halftone screen on all required coated and uncoated stocks. Some orders may require Stochastic or frequency modulated (FM) screening.

The major portion of the work ordered under this contract will print in black ink. However, an occasional order may require printing in a color or colors other than, or in addition to black, on text and covers. No process color printing will be required.

Match Pantone number as indicated on the print order.

While it is anticipated that most of the jobs ordered under these specifications will consist of type pages and line illustrations, some jobs will also contain halftones. Reverse printing on covers may also be ordered. All lengthwise spine titles must read down, unless otherwise specified on print order.

Reproduction by copying will not be accepted under this contract.

MARGINS: Margins will be as indicated on the print order or furnished copy, no bleeds will be required.

BINDING: Various binding styles will be ordered in each of the formats in accordance with these specifications.

It is anticipated that approximately 18 orders placed under this contract will be for saddle-stitched products, 24 orders for perfect bound products and 9 orders for loose-leaf products.

Each print order will contain complete binding instructions.

Saddle-Stitched Products:

Fold, inset, saddle-wire stitch with two wire stitches, with or without separate paper cover, and trim three sides. Covers trim flush.

Perfect-bound Products:

Fold, gather, perfect-bind with separate wrap-around glued-on paper cover, and trim three sides. Covers trim flush.

Loose-leaf Products:

Fold, gather and trim four sides; perforate on the fold, gather, trim three sides, as specified on print order; stitch with one stitch in the upper left corner or two side stitches. Separate two-piece covers will be required on some orders.

Drilling, comb, plastic and/or wire coil binding of individual books may be required on the above mentioned binding styles; an additional charge will be allowed for these operations when ordered.

Drilling or Punching:

Orders may require drilling up to seven round holes. The majority of these orders will be ordered with 3-hole drilling.

Plastic and/or wire coils:

Punch suitably and bind with coils of suitable capacity and suitable color.

Collating: Approximately 6 orders will require collating an average of 2 inserts.

PACKING: The method of packing will be indicated for each individual job. All materials used in packing for distribution must be furnished by the contractor, and must be suitable for safe transportation by mail, common carrier, or messenger delivery.

Individual orders may require wrapping, shrink-film packaging, shipping bundles, packing and sealing shipping containers, and marking packages and shipping bundles or containers by printing, stenciling, or labeling. It is anticipated that about 42 orders placed on this contract will be shrink-film packaged in packages of 5 to 25 per package.

Shipping containers shall not exceed 45 pounds for bulk shipments when fully packed. Exception: Weight limitation may be exceeded to comply with specifications when a specific quantity per shipping container or bundle is ordered.

Bulk Shipments: Pack in shipping containers.

LABELING AND MARKING: Use GPO form 905 to mark all shipping containers.

On some orders the contractor may be required to print labels on a color of paper, other than white, or with a color of ink other than black, as indicated on the print order or otherwise.

DISTRIBUTION: Deliver f.o.b. destination to the States of California, Nevada, Colorado, Idaho, Montana, Oregon, and Washington. Ground surface shipments to the State of Alaska and the District of Columbia (Washington, D.C. and surrounding metropolitan areas) will be reimbursed by submitting shipping receipts with your invoice. Second day air shipments to Hawaii will be reimbursed by submitting shipping receipts with your billing.

The contractor must guarantee a full count of all deliveries to the U.S. Government Printing Office. Shortages occurring in these or other consignments may be cause for requiring the contractor to make up shortages at no additional cost to the Government.

All expenses incidental to picking up of Government furnished materials, returning materials, submitting proofs, and furnishing sample copies 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).

Successful bidder will be required to pick up all Government furnished materials, f.o.b. destination, at the ordering agency in any of the following States: California, Washington, Oregon, Idaho, and Montana. Pick-ups in the State of Alaska and Hawaii will be reimbursed by submitting pick-up receipts with your billing.

The contractor must not start production until receiving an OK on the proof, when a proof is required. The proof will be held normally 2 workdays.

Contractor must make complete deliveries to all destinations from within 5 to 20 workdays.

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

NOTE: Government will secure furnished materials, but will not perform any special packaging, labeling, marking, etc., as required by a common carrier. Contractor will be required to make arrangements for these operations when transportation is via common (or other) carrier.

Schedule will begin the workday after notification of the availability of print order and furnished material.

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.

Return of Government Furnished Materials:

The contractor must return all camera copy and/or negatives furnished by the Government along with any negatives made by the contractor. These materials must be packaged and returned separate from the entire job via Registered Mail or any other traceable means. The contractor must be able to produce a separate signed receipt for these materials at any time during the contract period plus 90 days.

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 12 months' work under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered during the term of this contract.

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

	(1)	(2)	(3)	(4)
I. (1)(a)	160	1,952	3,803	52,977
(2)(a)	160	2,684	3,803	72,844
(3)(a)	80	976	1,902	26,489
(4)(a)	6	32	143	868

	(1)	(2)
II. (a)	666	5,331
(b)	1,647	48,518
(c)	380	3,808
(d)	713	3,808
(e)	570	3,808
(f)	143	2,285
(g)	190	3,046
(h)	190	3,046
(i)	19	53
(j)	48	129
(k)	7	76
(l)	7	76
(m)	48	129
(n)	119	1,371
(o)	7	107

III.	
(a)	13,244
(b)	326
(c)	54
(d)	54
(e)	5
(f)	114
(g)	244
(h)	1,220

SECTION 4.- SCHEDULE OF PRICES

SUBMISSION OF BIDS AND EVALUATION: The bidder shall certify that it will supply paper that meets or exceeds the minimum percentage of waste as required by this solicitation. By submission of a bid, bidders are certifying that the paper to be supplied contains at least the minimum percentage specified.

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 Title 18, United States Code, Section 1001.

Bids offered are f.o.b. destination.

Prices shall be all-inclusive, covering all materials and operations, for complete production in accordance with these specifications.

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), N/A 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.

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

Bids for each "Format" shall be for any trim size, up to the maximum trim size listed for each of the "Formats", as outlined in Section 2.- Specifications.

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

PRINTING, BINDING, PACKING, AND DISTRIBUTION: The prices quoted must be all-inclusive for printing, binding, packing and distribution, in accordance with these specifications; and shall include the cost of all required materials and operations, as applicable to the binding style(s) ordered, and its respective "Format" trim size group, as defined in Section 2.- Specifications. The cost of all required paper must be charged under Item II.

Each text leaf contains two pages, and each complete cover contains four pages. Unless specifically ordered otherwise, no more than three blank pages shall be permitted at the end of the text.

Four page products must be charged under loose-leaf products.

Format "A" will include any trim size up to and including 6 x 9-1/2" (including album style)

Format "B" will include any trim size over 6 x 9-1/2" up to and including 8-1/2 x 11" (including album style)

I. PRINTING:

		<u>Makeready and/or</u> <u>Setup Charges</u> (Formats)		<u>Running Charges,</u> <u>Per 100 Copies</u> (Formats)	
		A	B	A	B
		(1)	(2)	(3)	(4)
1.	Saddle stitched: (a) Printing in a single ink color, including binding, each page.	\$ _____	\$ _____	\$ _____	\$ _____
2.	Perfect bound: (a) Printing in a single ink color, including binding, each page.	\$ _____	\$ _____	\$ _____	\$ _____
3.	Loose-leaf Products: (a) Printing in a single ink color, including binding, each page.	\$ _____	\$ _____	\$ _____	\$ _____
4.	Additional Color(s): (a) Printing text or cover in a color in addition to the first single ink color press run charged for under items 1, 2, or 3; each page.	\$ _____	\$ _____	\$ _____	\$ _____

 (Initials)

II. PAPER: Payment for all paper supplied by the contractor under the terms of these specifications, as ordered on the individual print orders, will be based on the net number of leaves furnished for the product(s) ordered in the applicable "Format" group. The cost of any paper required for makeready or running spoilage must be included in the prices quoted. Cover stock prices must include the cost of paper for spine, when required.

	<u>Per 100 leaves</u>	
	<u>Format A</u>	<u>Format B</u>
	(1)	(2)
(a) White Offset Book (50-lb.)	\$ _____	\$ _____
(b) White Offset Book (60-lb.)	\$ _____	\$ _____
(c) Colored Writing (20-lb.)	\$ _____	\$ _____
(d) White Vellum Finished Book (60-lb.)	\$ _____	\$ _____
(e) Colored Vellum Finished Book (60-lb.)	\$ _____	\$ _____
(f) White Litho Coated Book (70-lb.)	\$ _____	\$ _____
(g) White Matte Coated Book (60-lb.)	\$ _____	\$ _____
(h) White Matte Coated Book (70-lb.)	\$ _____	\$ _____
(i) White Index (110-lb.)	\$ _____	\$ _____
(j) Colored Index (110-lb.)	\$ _____	\$ _____
(k) White Litho Coated Cover (60-lb.)	\$ _____	\$ _____
(l) White Litho Coated Cover (80-lb.)	\$ _____	\$ _____
(m) White Vellum Cover (65-lb.)	\$ _____	\$ _____
(n) Colored Vellum Cover (65-lb.)	\$ _____	\$ _____
(o) White Matte Coated Cover (65-lb.)	\$ _____	\$ _____

III. ADDITIONAL OPERATIONS: The bids for each of the following operations must include the cost of all required materials and operations.

*(a) Drilling, up to 4 holes, per 100 leaves.	\$ _____
(b) Collating, cost per 100 inserts	\$ _____
(c) Wire coil binding, includes coil, per 100 books.	\$ _____
(d) Plastic coil binding, includes coil, per 100 books.	\$ _____
(e) Computer time work on electronic camera copy corrections, per hour.	\$ _____
(f) Shrink film wrap, cost per 100 packages.	\$ _____
(g) Color proof per page.	\$ _____
(h) Gray-scale proofs, per page.	\$ _____

* A charge will be allowed for an additional run when the distance between centers of drilled holes is less than 1-3/8 inches. Four holes will be the maximum for any one run.

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

Company Name _____

City and State _____

 Signature and title of person authorized to sign this bid

 Person to be contacted Telephone Number