


Program No 2392-S Date of Award through February 28, 2017 plus up to 4 Option Years

Title: Sealift Newsletter

ITEM#	DESCRIPTION	BASIS OF AWARD	Alcom Printing Harleysville, PA		FCL Graphics Harwood Heights, IL		Gray Graphics Capitol Heights, MD		LithExcel Albuquerque, NM		Litho Press San Antonio, TX	
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I.	PRINTING AND BINDING:											
a.	Newletter / Insert (per 11 x 17" page)											
1.	Make ready and /or Setup	96	270.00	25920.00	118.70	11395.20	130.00	12480.00	110.00	10560.00	90.00	8640.00
2.	Running Per 1,000 Copies	624	30.00	18720.00	30.10	18782.40	36.00	22464.00	50.00	31200.00	16.50	10296.00
II.	ADDITIONAL OPERATIONS:											
a.	Digital Content proofs.....per 8 page unit	3	40.00	120.00	80.00	240.00	160.00	480.00	20.00	60.00	30.00	90.00
b.	High resolution proofs.....per 11 x 17" page	3	20.00	60.00	35.00	105.00	30.00	90.00	32.00	96.00	8.00	24.00
III.	PACKING AND DISTRIBUTION:											
a.	Single copies in kraft envelopes ... per envelope	5,280	0.85	4488.00	0.80	4224.00	0.45	2376.00	1.00	5280.00	0.25	1320.00
b.	Quantities up to 12 pounds ... per bag or bundle	960	1.20	1152.00	0.45	432.00	1.50	1440.00	2.00	1920.00	3.50	3360.00
c.	Quantities over 12 pounds ... per containe	1,200	1.35	1620.00	0.35	420.00	2.00	2400.00	5.00	6000.00	4.50	5400.00
	Contractor's Totals			\$18,900.00		\$19,127.40		\$23,034.00		\$31,356.00		\$10,410.00
	Discount		5.00%	\$945.00	3.50%	\$669.46	2.00%	\$460.68	1.00%	\$313.56	1.00%	\$104.10
	Discounted Totals			\$17,955.00		\$18,457.94		\$22,573.32		\$31,042.44		\$10,305.90
III.	PREMIUM PAYMENTS...% INCREASE	%	5%		22%		10%		35%		75%	
												See File
ITEM#	DESCRIPTION	BASIS OF AWARD	McDonald & Eudy Temple, Hills, MD		Peake Delancey Chervery, MD		Production Press Jacksonville, IL		Seaway Printing Green Bay, WI		S&S Graphics Laurel, MD	
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I.	PRINTING AND BINDING:											
a.	Newletter / Insert (per 11 x 17" page)											
1.	Make ready and /or Setup	96	125.00	12000.00	110.00	10560.00	39.75	3816.00	63.42	6088.32	156.34	15008.64
2.	Running Per 1,000 Copies	624	18.50	11544.00	35.00	21840.00	25.97	16205.28	23.95	14944.80	20.60	12854.40
II.	ADDITIONAL OPERATIONS:											
a.	Digital Content proofs.....per 8 page unit	3	50.00	150.00	25.00	75.00	40.00	120.00	12.74	38.22	45.00	135.00
b.	High resolution proofs.....per 11 x 17" page	3	15.00	45.00	25.00	75.00	12.17	36.51	17.11	51.33	35.00	105.00
III.	PACKING AND DISTRIBUTION:											
a.	Single copies in kraft envelopes ... per envelope	5,280	0.30	1584.00	1.25	6600.00	0.39	2059.20	0.54	2851.20	0.82	4329.60
b.	Quantities up to 12 pounds ... per bag or bundle	960	1.00	960.00	1.75	1680.00	1.12	1075.20	1.33	1276.80	2.55	2448.00
c.	Quantities over 12 pounds ... per containe	1,200	2.50	3000.00	2.75	3300.00	2.42	2904.00	2.12	2544.00	3.50	4200.00
	Contractor's Totals			\$11,739.00		\$21,990.00		\$16,361.79		\$15,034.35		\$13,094.40
	Discount		1.00%	\$117.39	5.00%	\$1,099.50	5.00%	\$818.09	5.00%	\$751.72	5.00%	\$654.72
	Discounted Totals			\$11,621.61		\$20,890.50		\$15,543.70		\$14,282.63		\$12,439.68
III.	PREMIUM PAYMENTS...% INCREASE	%	5%		20%		25%		30%		35%	
				AWARDED								

Abstracted By: J Gooden
Reviewed by: R Gilbert 

U.S. GOVERNMENT PUBLISHING OFFICE

Virginia Beach, Virginia

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Sealift Newsletter

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

Department of the Navy

Norfolk, VA

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning Date of Award and ending February 28, 2017 plus up to four (4) optional 12-month extension periods that may be added in accordance with the "OPTION TO EXTEND THE TERM OF THE CONTRACT" clause in SECTION 1 of this contract.

BID OPENING: Bids shall be publicly opened at 2:00p.m., prevailing Eastern Standard Time, on February 10, 2016

BID SUBMISSION: Submit bids to: U.S. Government Publishing Office, 291 Independence Blvd. Suite 401, Virginia Beach, VA 23462. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Fax Number (757) 490-7950. The program number and bid opening date must be specified with the bid. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised June 2001.

NOTE: FAXED BIDS RECEIVED AFTER 2:00 P.M. WILL NOT BE CONSIDERED FOR AWARD.

Do **NOT** fax double sets or extra copies of forms that have not been requested; only fax the pages in SECTION 4 of these specifications, with all of the information completed as requested.

THIS IS A NEW PROGRAM. THERE IS NO ABSTRACT AVAILABLE.

For information of a technical nature call Joy Gooden on (757) 490-7940, extension 2 (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 GPO Contract Terms (GPO Publication. 310.2, effective December 1, 1987 (Rev. 6-01)) and Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication. 310.1, effective May 1979 (Rev. 8-02)).

GPO PUBLICATION. 310.2 IS AVAILABLE ON THE GPO WEB SITE AT
<http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf>

GPO PUBLICATION. 310.1 IS AVAILABLE ON THE GPO WEB SITE AT
<http://www.gpo.gov/pdfs/vendors/ac-sfas/qatap.pdf>

DISPUTES: GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at <http://www.gpo.gov/pdfs/vendors/contractdisputes.pdf>. This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

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

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 ANSI/ASQC Z1.4):

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

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

<u>Attribute</u>	<u>Specified Standard</u>	<u>Alternate Standard*</u>
P-10. Process Color Match	Approved Proofs	File Setup

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

OPTION TO EXTEND THE TERM OF THE CONTRACT: The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed five (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 authorized pricing adjustment(s).

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

ECONOMIC PRICE ADJUSTMENT: The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from Date of Award to February 28, 2017, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

Pricing adjustments in accordance with this clause will be based on changes in the seasonally adjusted "Consumer Price Index For All Urban Consumers - Commodities Less Food" (Index) published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics.

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending November 30, 2016, called the base index. The percentage change (plus or minus) of the variable index from the base index will be the economic price adjustment for the period being considered for adjustment.

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

REQUIREMENTS FOR CONTRACTOR (PRIOR TO AWARD):

PREAWARD SURVEY: In order to determine the responsibility of the contractor, the Government reserves the right to conduct an on-site preaward survey at the contractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

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 the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from Date of Award to February 28, 2017. 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(s) 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(s), 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(s) within the time specified in the order, and the rights and obligations of the contractor(s) 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(s) 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.

For each order placed, contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to Donald.Anglin@dla.mil; Alan.McGahey@dla.mil; and infovirginiabeach@gpo.gov (or to the address furnished on the Print Order). The subject line of this message shall be "Distribution Notice for Program 2392-S, P.O. E-XXXX, Print Order XXXXX". The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

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

PAYMENT: Submit all billing invoices to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop FMCE, Washington, DC 20401.

NOTE: CONTRACTOR BILLING MUST BE ITEMIZED PER THE SCHEDULE OF PRICES – SEE SECTION 4.

Use GPO barcode with invoice: <http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>

Fax barcode sheet, purchase order, invoice, and delivery receipt with quantity represented to (202) 512-1851. For more information ... <http://www.gpo.gov/vendors/payment.htm>

SECTION 2. - SPECIFICATIONS

SCOPE: These specifications cover the production of a newsletter requiring such operations as electronic prepress, proofs, printing (four-color process), binding, packing, addressing, mailing, and distribution.

TITLE: Sealift Newsletter

FREQUENCY OF ORDERS: Approximately one order per month.

Approximately two (2) orders per year may require a four-page insert.

QUANTITY: Approximately 5,000 to 10,000 copies per order.

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

“NOTE: More than one product may be ordered on the same print order requiring the same schedule.”

NUMBER OF PAGES:

Newsletter – Eight (8) pages per order.

Insert, when ordered – Four (4) pages per order.

TRIM SIZES: Page size 11 x 17” folds to 11 x 8-1/2”

GOVERNMENT TO FURNISH: Electronic media will be furnished as follows –

Platform: PC-Based current government-approved windows operating system

Storage Media: CD-ROM.

Software: *Page Layout* – Adobe InDesign CS6 (or higher).
Illustrations/Drawings – Adobe Illustrator CS6 (or higher);
Photography - Adobe PhotoShop CS6 (or higher).

Trapping is not furnished on media; contractor will be required to create trapping. Bleeds will be furnished on media.

All platform system and software upgrades (for specified applications) which may occur during the term of the contract must be supported by the contractor

Fonts: Contractor will be required to support TrueType and/or Postscript typefaces in all point sizes as required by the current design.

Custom letter spacing and/or kerning files are not included.

Additional Information: Files will be furnished in both native application, PostScript and PDF format(s).
Laser-generated visual of all pages and illustrations will be furnished.
Visual is output at less than 100% to show bleeds.
Visual is made using PostScript and/or PDF format.
Color identification system used is CMYK.

Addresses for distribution will be furnished electronically, via email, on each order. Addresses are in zip code sequence.

One reproduction proof, Form 905 (R. 3/90) with labeling and marking specifications.

A Print Order (GPO Form 2511) will be supplied for each individual order. Will be e-mailed or faxed.

Previous sample to be used as stock, color, and construction guide.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., 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 product(s) in accordance with these specifications.

ELECTRONIC PREPRESS: Prior to image processing, the contractor shall perform a basic check (PREFLIGHT) of the furnished media and publishing files to assure correct output the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file image processing must be reported to your contract administrator.

THE CONTRACTOR SHALL CREATE/ALTER ANY NECESSARY TRAPPING, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

When PostScript Files are not furnished - prior to making revisions, the contractor shall copy the furnished files.

PROOFS: All orders will require one set of digital color content proofs and one set of high resolution proofs for All Pages. Supply proof sign-off sheet, return airbill, copy of specifications, all furnished materials, and reminder that agency can only keep proof TWO (2) work DAYS to DLA Document Services, 1641 Morris Street, Bldg K-BB, Norfolk, VA 23511. Date of receipt is not considered first day.

It is understood that the high resolution proof supplied under this contract will match the final output.

One set of digital color content proofs for All Pages. At contractor's option, a film-based composite blueline may be submitted. 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.

AND

1 set 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. Proofs must show dot structure and be in press configuration. Direct to plate must be used to produce the final product.

OR

Ink Jet Proofs: In lieu of digital one-piece laminated proofs, at contractor's option 1 set 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. Proofs must contain all elements and indicate margins. Proofs will be used for color match on press.

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

Email tracking# to Donald.Anglin@dla.mil Call 757 444-7069 x1046 to confirm receipt of email.

Proofs must be identified with the jacket number, program number, print order number, and proof date, at least 1/2" from the type area. The contractor's firm name must not appear on any proofs.

The contractor must not print prior to receipt 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 for this reproofing; such operations must be accomplished within the original production schedule allotted in 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. For more information see http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf

All paper used in each order must be of a uniform shade; and a close match by visual inspection of the JCP and/or attached color sample(s); and all paper must have the grain parallel to the fold.

Opacified Offset Book, (Basis weight 50 lbs. per 500, 25 x 38"), equal to JCP Code A80.

PRINTING: Print newsletter and insert (when required) head-to-head in four-color process.

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

INK: 4 color process. Match ink color as indicated on the print order.

MARGINS: Margins will be as indicated on the print order or furnished media.

BINDING: Collate and fold from 22 x 17" to 11 x 17" to final size of 11 x 8-1/2"

PACKING:

Insert single copies into kraft envelopes.

Quantities up 12 pounds, must be inserted into cushioned shipping bags or wrapped in shipping bundles (maximum gross weight 14 pounds).

Quantities over 12 pounds, up to 36 pounds, must be packed in shipping containers (maximum gross weight 40 pounds).

LABELING AND MARKING: Contractor will be required to create recipient address labels and affix to each unit of mail packaged in kraft envelopes, cushioned shipping bags, shipping bundles, and/or shipping containers; or, at contractor's option, directly image information onto kraft envelopes, cushioned shipping bags, shipping bundles, and/or shipping containers.

RETURN ADDRESS IS:

DLA Document Services
1641 Morris Street, Bldg K-BB
Norfolk, VA 23511

DISTRIBUTION: Mail f.o.b. contractor's city.

A sample distribution is as follows for quantity of 6,353. 448 addresses get 1 copy each; 48 addresses get 5 copies each; 35 addresses get 10 copies each; 59 addresses get 25 copies each; 27 addresses get 50 copies each; 20 addresses get 100 copies each; and 1 address get 400 copies each.

Complete addresses and quantities will be furnished with each order.

Contractor is required to create and apply address labels including return address, and appropriate postage to each mailing. Package appropriately (via most economical means) for USPS first class mailing or small package carrier. NOTE: single copies must be mailed USPS First Class. Contractor will be reimbursed for the costs of these mailings by submitting a properly completed postal service form (or equivalent) with billing invoice for payment.

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

NOTE: In accordance with United States Postal Service (USPS) regulations, contractor will be required to run distribution files on each order through the National Change of Address (NCOA) service database to verify addresses are NCOA certified, as required.

All related costs to perform this operation must be included in submitted bid pricing. No additional reimbursement will be authorized.

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

SCHEDULE: Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511).

Contractor will be required to pick up print order, copy, and furnished material from DLA Document Services, 1641 Morris Street, Bldg K-BB, Norfolk, VA 23511

No definite schedule for pickup of material can be predetermined. Orders will be scheduled according to the work involved (including hold time for proofs) and the time that can be allowed; however, no job will be required in less than ten workdays. The schedule will be indicated on the print order.

Complete production and delivery must be made within 14 calendar days after notification that Print Order and Government Furnished Materials are available for pickup. The schedule will begin upon notification of the availability of print order and furnished material.

Contractor will have 8 to 14 calendar days to print and deliver a print order for a normal delivery. Any print order requiring a delivery date in less than 7 calendar days will be at an accelerated rate. Typically, orders will be ready for pickup by the fifteenth (15th) to be delivered no later than the thirtieth (30th) of the month

The ship/deliver date indicated on the print order must be accepted as the date delivery is made to the destination and not the date of delivery to a common or other carrier.

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 (1) year's production 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".

Accelerated Schedule: An occasional order may require shipment in seven (7) workdays due to low inventory at a Government agency. A premium payment will be applied on orders that require the Accelerated Schedule. While no guarantees can be made for future orders, it is anticipated that approximately 5% of the orders will require the Accelerated Schedule per contract year.

Failure of the contractor to deliver work at the time specified would result in disallowance of premium payments that were anticipated and the contractor will not list such items on his vouchers.

Regular Schedule: Orders will require shipment within 14 calendar days.

NOTE: An occasional order may require both the accelerated schedule and the regular schedule. **THE CONTRACTOR WILL BE ALLOWED THE PREMIUM PAYMENT ONLY FOR THE QUANTITY DUE WITHIN 7 WORKDAYS. No additional make-ready charge will be allowed for the balance.**

	(1)	(2)
I. (a)	96	624
II. (a)		3
(b)		3
III. (a)		5280
(b)		960
(c)		1200

SECTION 4 - SCHEDULE OF PRICES

Quotes offered are contractor’s city, reimbursable freight.

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

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

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

Quotes submitted with NB (No Bid) or blank spaces for an item within the category that a contractor is quoting on 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 invoices submitted to the GPO shall be based on the most economical method of production.

Fractional parts of 1,000 will be prorated.

NOTE: CONTRACTOR BILLING MUST BE ITEMIZED PER THE SCHEDULE OF PRICES.

I. PRINTING AND BINDING: Prices offered shall include the cost of all required materials and operations necessary for the complete production and distribution of the product listed in accordance with these specifications to include Printing in four-color process, including proofs and stock/paper and binding.

	<u>Make-ready and/or Setup</u> (1)	<u>Running Per 1,000 Copies</u> (2)
(a) Newsletter / Insert (per 11 x 17” page).....	\$ _____	\$ _____

II. ADDITIONAL OPERATIONS: Revisions and revised proofs due to AAs. Contractor will be allowed charges under (a) and (b) below **ONLY** when AAs are indicated on the initial proofs submitted, and this information **MUST** accompany billing in order for the contractor to receive payment. Additionally, the contractor will be allowed a charge of \$60.00 per hour for computer time required to generate the AAs in increments of 15 minutes per page.

(a) Digital Content proofs.....per 8 page unit	\$ _____
(b) High resolution proofs.....per 11 x 17” page	\$ _____

III. PACKING AND DISTRIBUTION: Prices offered must be all-inclusive, as applicable, and must include the cost of packing; kraft envelopes, cushioned shipping bags, shipping bundles, and/or shipping containers; all necessary wrapping and packing materials; labeling and marking; NCOA verification; and complete distribution, in accordance with these specifications.

(a) Single copies in kraft envelopes	per envelope..... \$ _____
(b) Quantities up to 12 pounds, in cushioned shipping bags or wrapped in shipping bundles (maximum gross weight 14 pounds)	per bag or bundle..... \$ _____
(c) Quantities over 12 pounds, up to 36 pounds, packed in shipping containers (maximum gross weight 40 pounds).....	per container..... \$ _____

(Initials)

IV. PREMIUM PAYMENTS: Premium payments is only authorized for orders placed on the “Accelerated Schedule” as defined in these specifications.

Percentage increase _____%

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

Post Office located at Street Address _____,

City _____, State _____, Zip Code _____.

INSTRUCTIONS FOR BID SUBMISSION: Fill out “SECTION 4.-SCHEDULE OF PRICES,” initialing or signing each page in the space(s) provided. Submit two copies (original and one exact duplicate) of the “SCHEDULE OF PRICES” with two copies of the GPO Form 910 “BID” form. Do not enter bid prices on GPO Form 910; prices entered in the “SCHEDULE OF PRICES” will prevail.

(Contractor) (City) (State)

(Person to be contacted) (Email address of Person to be contacted)

By: _____
(Signature and title of person authorized to sign this bid) (Telephone Number) (Fax number)

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

U.S. GOVERNMENT PRINTING OFFICE
Printing Procurement Department

BID

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. _____

SEE ATTACHED SCHEDULE OF PRICES
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)