

PROGRAM 2050-S TERM: November 1, 2015 through October 31, 2016 - this is the base year
 This contract has one base year and a 4 year extension potential
 TITLE: Compact Disc (CD) - Read Only Memory

ITEM NO. & DESCRIPTION	BASIS OF AWARD	AVL / DBA Disc Makers Pennsauken, NJ		Isomedia Fremont, CA		WBC Inc., dba Lithexcel Albuquerque, NM		The Print House Brooklyn, NY		Total Media, Inc. Clearwater, FL		PREVIOUS	
		UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I. REPLICATION:													
(a) Pre-mastering and/or mastering CD-ROM. CD-700 MB, 74 minutes, cost per disc.....	7	100.00	700.00	65.00	455.00	25.00	175.00	150.00	1050.00	80.00	560.00	95.50	668.50
(b) Replication of CD, 700 MB, and printing the face of the disc up to and including four color process. Cost per disc.....	2905	0.50	1452.50	0.40	1162.00	0.88	2556.40	0.50	1452.50	0.40	1162.00	0.4297	1248.28
II. DUPLICATION OF DISCS:													
(a) Duplication of CD, 700 MB, printing the face of the disc up to and including four color process. Cost per disc.....	4200	0.99	4158.00	0.90	3780.00	0.88	3696.00	1.00	4200.00	0.79	3318.00	1.0928	4589.76
III. PRINTING INSERT-CARDS FOR CD-ROM:													
(a) Printing insert card in a single ink color. Cost per side.....	2132	0.06	127.92	0.18	383.76	0.10	213.20	0.20	426.40	0.18	383.76	0.1836	391.44
(b) Printing insert card in four-color process. Cost per side.....	4973	0.13	646.49	0.22	1094.06	0.60	2983.80	0.20	994.60	0.19	944.87	0.1836	913.04
IV. PROOFS, cost must include all set-up and materials													
(a) Color proof of the disc face, cost per proof.....	2	28.00	56.00	40.00	80.00	20.00	40.00	50.00	100.00	30.00	60.00	30.84	61.68
(b) Color proof, of insert card, cost per proof.....	1	28.00	28.00	40.00	40.00	20.00	20.00	50.00	50.00	30.00	30.00	30.84	30.84
(c) Laser single color proof, of insert card or disc label, cost per proof.....	1	N/C		40.00	40.00	15.00	15.00	50.00	50.00	30.00	30.00	30.84	30.84
(d) Pre-production CD disc, (check disc), cost per disc.....	5	100.00	500.00	80.00	400.00	20.00	100.00	150.00	750.00	45.00	225.00	48.96	244.80
V. ADDITIONAL MATERIALS AND SERVICES													
(a) Standard clear plastic jewel cases for single discs. Cost will include inserting disc and insert card. Cost per case.....	830	0.24	199.20	0.30	249.00	1.00	830.00	0.50	415.00	0.30	249.00	0.3103	257.55
(b) Standard clear plastic slim-line jewel cases for single discs. Cost will include inserting disc and insert card. Cost per case.....	2800	0.19	532.00	0.30	840.00	0.48	1344.00	0.50	1400.00	0.30	840.00	0.3853	1078.84
(c) Standard size paper disc envelope. Cost will include inserting disc. Cost per envelope.....	600	0.08	48.00	0.10	60.00	0.30	180.00	0.10	60.00	0.10	60.00	0.1224	73.44
(d) Standard size Tyvek envelopes. Cost will include inserting disc. Cost per Tyvek envelope.....	2475	0.13	321.75	0.18	445.50	0.40	990.00	0.20	495.00	0.18	445.50	0.2022	500.45
(e) Translucent soft clam shell case. Cost will include inserting disc. Cost per clam shell case.....	200	0.24	48.00	0.19	38.00	1.00	200.00	0.25	50.00	0.20	40.00	0.1986	39.72
(f) Suitable disc pockets with a pressure sensitive adhesive backing mount on a removal liner, cost per pocket.....	200	0.23	46.00	0.20	40.00	0.48	96.00	0.25	50.00	0.21	42.00	0.1974	39.48
(g) Jiffy bags or equal. Cost will include inserting cased or enveloped disc into jiffy bags and sealing bags. Cost per jiffy bag.....	415	0.40	166.00	1.00	415.00	0.80	332.00	1.00	415.00	0.30	124.50	0.3420	141.93
(h) Boxing and packing in individual cartons for "Sales Stock" to USGPO. Cost per carton.....	830	0.30	249.00	0.30	249.00	0.50	415.00	0.75	622.50	0.50	415.00	0.3670	304.61
(i) Individual mailing labels addressed and affixed onto jiffy bags or cartons. Cost per label.....	830	0.40	332.00	0.15	124.50	0.30	249.00	0.25	207.50	0.13	107.90	0.1530	126.99
(j) Computer time work. Cost to be rounded to the nearest 15 minutes. Cost per hour.....	4	60.00	240.00	150.00	600.00	80.00	320.00	75.00	300.00	80.00	320.00	183.58	734.32
(k) Shrink film wrap over each disc case. Cost per shrink film wrapped case.....	1600	0.02	32.00	0.10	160.00	0.15	240.00	0.10	160.00	0.15	240.00	0.0850	136.00
CONTRACTOR TOTALS			\$ 9,882.86		\$ 10,655.82		\$ 14,995.40		\$ 13,248.50		\$ 9,597.53		\$ 11,612.50
DISCOUNT		5.00%	\$ 494.14	2.00%	\$ 213.12	1.00%	\$ 149.95	0.25%	\$ 33.12	NET	\$ -	5%	\$ 580.63
DISCOUNTED TOTALS		20 days	\$ 9,388.72	20 days	\$ 10,442.70	20 days	\$ 14,845.45	20 days	\$ 13,215.38	30 days	\$ 9,597.53	20 days	\$ 11,031.87

AWARDED

Reviewed by: _____

U.S. GOVERNMENT PUBLISHING OFFICE
Seattle, Washington

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Compact Disc (CD) – Read Only Memory

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

U.S. Forest Service
Portland, OR

And Various Other Government Agencies and Departments

Single Award

The term of this contract is for the period

Beginning November 1, 2015 and ending October 31, 2016

This is a reprourement of a terminated contract.

BID OPENING: Bids will be publicly opened at 2:00 P.M., prevailing Seattle, WA, time on October 22, 2015.

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."

Fill out and mail Section 4; Schedule of Prices; of this specification with a copy of the 910 form to: U.S. GOVERNMENT PUBLISHING OFFICE; 4735 E. Marginal Way South; Seattle; Washington; 98134. Mark your bid "ATTN: 2050-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 2050-S.
The spread sheet will be in a PDF format.

For information of a technical nature call Felicia Buchko, Ext. #3, or e-mail fbuchko@gpo.gov, other questions should be directed to the contract administrator, Lautretz Moore, Ext. #2, or email 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:

PRINTING ATTRIBUTES: includes all printed material ordered under this contract.

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
P-10. Process Color Match	Government Furnished Materials or Approved Proof.

COMPACT DISC ATTRIBUTES:

CD-ROM quality control: Each disc produced under this contract must meet or exceed the requirements of these specifications.

1. Verify the integrity of all user data against the original Government furnished files.
2. Verify the integrity of error detection and error correction coding for each sector of the user data area.
3. Verify the UDF/ISO 9660 directory structure.

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 provisions herein. The total duration of this contract, including the exercise of any options, will not exceed five years.

SUBCONTRACTING: The predominant production function for this procurement is CD-ROM mastering, replication and/or duplication.

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.

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 November 1, 2015 through October 31, 2016. 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 Publishing 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/>

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.

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 Publishing 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.

The contractor warrants that the paper prices set forth in this contract do not include any allowance for any contingency to cover anticipated increased costs of paper to the extent such increases are covered by this 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.

SECTION 2.-SPECIFICATIONS

SCOPE: These specifications cover the production of Read Only Memory, Compact Disc, requiring pre-mastering/mastering, replication/duplication, printing the informational card, printing on the disc(s), packing and distribution.

TITLE: Compact Disc (CD) – Read Only Memory

FREQUENCY OF ORDERS: Approximately 28 orders per year. Replication will have approximately 7 orders of CD-700MB. Duplication will have approximately 21 orders of CD-700MB.

QUANTITY: The range will be 100 to 2,000 discs per order replicated with an average of 415 discs per order.
The range will be 20 to 2,000 discs per order duplicated with an average of 200 discs per order.

Replication: Defined as requiring a glass-master produced from the Government furnished originals.

Duplication: Defined as requiring the Government furnished originals being written (burned) to a disc.

TRIM SIZE: Compact Disc – 120mm in diameter.
Informational card: 4-11/16 x 4-11/16”

GOVERNMENT TO FURNISH:

Electronic media on CD-ROM, CD-RW, CD-R and thumb-drives, both IBM and/or Macintosh compatible. Software on the above discs could include but not limited to: CorelDraw, PhotoShop, PageMaker, InDesign, Quark XPress, Freehand, Suitcase, PostScript Adobe Illustrator and PDF files. Software will be in a variety of versions. Printer fonts will be provided on the disc. The contractor must have the current versions and up-grade as they become available.

Pre-mastered disc. Most data for orders will be provided as premastered ISO 9660 level 1 image files. On occasion, the contractor may be provided with data files which must be premastered to conform to ISO 9660, Level 1.

Mailing labels, or mailing addresses in Excel or Access.

Print Order(s) with a distribution list will indicate the production method of replication or duplication. In the event the production method is not indicated on the print order, the contractor must contact the ordering agency to verify which method of production is required.

GPO Form 905.

Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried in the electronic files, must not print on finished product.

WARNING: All electronic media provided by the Government, or/and duplicates made by the contractor or their representatives, must be kept accountable and under reasonable security to prevent their unauthorized release. Discs are not to be duplicated in whole or part for any other purpose than to create material to be used in the performance of this contract. All duplicate media shall be degaussed or securely overwritten and any printouts and nonerasable media shall be destroyed by the contractor.

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.

It is the contractor's responsibility to notify the ordering agency of any defects with Government furnished files.

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 is 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.

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

The contractor shall create or alter any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

When required, 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: Films are not required.

CD-ROM DISC MANUFACTURING: CD-ROM Discs (120 mm in diameter) produced under this contract shall be in conformance with International Standards IEC 908 and Amendment ISO 9660 and, ISO 10149 CD-ROM Standards. All sectors containing user data shall have their Sector Mode Byte set to (01) H, and the sector content and layout shall be structured accordingly.

Upon receipt of the input media, the contractor shall review the files for usability and completeness in accordance with ISO 9660. <http://www.iso.org/iso/home.html>; (This web link is for the International Standards Organization Site). Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the ordering agency.

Local Defects: The maximum allowable diameter of black spots, with or without increased birefringence, is 100 micrometers. All other specifications concerning local defects remain unchanged from those of the referenced international standards.

Metalizing: The reflective layer shall be completely sealed with lacquer on both the inner and outer edges of the disc.

Errors: Block error rate (BLER) may not exceed 80 when averaged over any one-second interval. BLER may not exceed 25 when averaged over the entire user data area. The total number of E22 errors may not exceed 2 per disc.

Jitter Effect: Shall be less than 35 nanoseconds.

Data Capacity: CD-ROM disc must be able to contain up to 74 minutes and 40 seconds of user data (i.e. 688,128,000 bits of data in mode 1).

MARGINS: The informational card may bleed 4 sides.

PRINTING: Face only of the disc. Majority of insert cards may require face and back printing.

Informational cards: The face and back of the informational card may print from single color to four-color process.

Discs: Discs may print from single color to four color process, face only. All printing on the disc must comply with the requirements set forth in the ISO, IEC 908 and any amendments, and ISO 10149. Inks must not damage the lacquer layer. Most orders may require a flood coat of white prior to printing. There will no additional charge to the Government for the white flood under-coat.

PROOFS: When indicated on print order, the contractor will email, or 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. Email proofs will be at no cost to the government.

In lieu of digital one-piece laminated proofs, at contractor's option one set of inkjet proofs that are G7 profiled and use pigment-based inks. 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.

Grayscale and spot-color: Proofs must be amplitude modulated (AM) halftone screening, as found in the final printed product produced. Proofs must have all elements in proper place and margins Indicated.

Informational Card: One piece color proof of the informational card with all elements in the proper position.

Disc: One piece color proof of the disc label may be printed on a lacquered 120 mm compact disc, paper or plastic.

When requested, the contractor may be required to provide a pre-distribution sample (a check disc) of the completed disc. This pre-distribution sample will be for production compliance only.

When proofs are required 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. 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 specified.

The informational card:

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

The envelope:

White Tyvek envelope and/or white paper with an ungummed flap. The face of the envelope will have a 4-1/8" diameter die-cut window covered with a suitable clear plastic covering. The window must allow the viewing of the disc label. The envelope must be of suitable size to correctly accommodate a standard compact disc.

INK:

Disc: Single color up to and including four-color process and/or white flood under-coat.
Card: Single color up to and including four-color process.

Pantone numbers will be indicated for single color orders.

PACKING: The contractor will insert each disc into a Tyvek or paper envelope designed for CD discs with a clear plastic round window, title out; place one informational card on top, title out; or the contractor will insert each disc into a standard clear plastic jewel case, or a slim-line clear plastic jewel case and insert the informational card, title out. Some orders will require the contractor to insert the discs into translucent soft plastic clam shell cases or insert disc onto suitable plastic disc-pockets with pressure sensitive adhesive backing mounting on a suitable removable liner.

Singles or small quantities may be packaged in Jiffy bags or equal after the disc is enveloped or cased. Larger quantities must be suitably boxed with no voids.

Those orders requiring delivery to individual addresses will require the contractor to provide and apply postage to the individual packages. The contractor will be reimbursed for individual shipping expense by submitting receipts with their invoice.

Shipping containers shall not exceed 45 pounds when fully packed.

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

Some orders will require the contractor to produce and affix mailing labels to individual packages.

DISTRIBUTION: Mailed copies – f.o.b. contractor's city. Bulk shipments – f.o.b. destination.

Deliver f.o.b. destination to the States of Idaho, Colorado, Montana, Oregon, California, Nevada, 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.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to the agency. Call the agency to confirm receipt of documentation. The subject line of this message shall be "Distribution Notice for PROGRAM 2050S, 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.

MAILING SHIPMENTS: The contractor will be required to provide mailing receipts with the following mailing services for single and multiple copies mailed in envelopes, packages, or cartons, with labels provided by the Department.

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

When indicated on the print order, deliver to the following Washington, D.C. and surrounding Metropolitan Areas:

Sales Copies to:
US Government Publishing Office
Document Warehouse
8660 Cherry Lane
Laurel, MD 20707-4986
Sub. ID: _____

Depository Copies to:
US Government Publishing Office
U.S. Anglo Division
U.S. Government Documents Section
101 Independence Ave., SE
Washington, DC 20540-4274
Marked: Depository File Copies

File Copies to:
U.S. Government Publishing Office
Federal Depository Library Program
Mail Stop: FDLP
44 H St., NW, Loading Dock
Washington, DC 20401
Item No.: _____

Shipping instructions for "Sales Stock":

Pack all sets in individual mailing cartons with the title, Program Number, Print Order and date of issue printed on the spine of each carton or packed in padded envelope with the title, Program Number, Print Order and date printed on the outside. Cartons must hold the discs snugly to avoid internal movement and damage to the publication. Individual mailing cartons must be packed snugly in shipping containers to avoid damage.

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 following schedule begins the workday after notification of the availability of the print order and furnished material.

No definite schedule for pick-up of material can be predetermined.

Proofs will be held 1 workday. The pre-production (check disc) sample will be held one workday.

Delivery must be made from 7 to 10 workdays after the availability of print order and furnished material. Most orders will require a 7 workday delivery.

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

The Government furnished materials and proofs must be picked up from, and delivered to, the ordering agency. At agency's option, Government furnished materials and proofs may be posted to contractor's FTP site.

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 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".

I.	a)	7
	b)	2,905
II.	a)	4,200
III.	a)	2,132
	b)	4,973
IV.	a)	2
	b)	1
	c)	1
	d)	5
V.	a)	830
	b)	2,800
	c)	600
	d)	2,475
	e)	200
	f)	200
	g)	415
	h)	830
	i)	830
	j)	4
	k)	1,600

SECTION 4.- SCHEDULE OF PRICES

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

Bidder must make an entry in each of the spaces provided, in the category or categories for which bids are submitted. 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. An entry of NB (No Bid), NA or blank line items, may be reason to consider the bid non-responsive.

All vouchers submitted to the GPO shall be based on the most economical method of production. Fractional parts will be prorated at the 100 or each rate.

I. Replication: Prices offered shall be all inclusive for the production of CD-ROM's in accordance with the terms of these specifications. Cost must include all required materials for producing glass master and/or replication in accordance with the specifications. Only one pre-mastering and/or mastering charge will be allowed regardless of the number of components required to produce the master.

- a. Pre-mastering and/or mastering CD-ROM.
CD-700 MB, 74 minutes, cost per disc. \$ _____

- b. Replication of CD, 700 MB, and printing the
face of the disc up to and including four color
process. Cost per disc \$ _____

II. Duplication of discs: Prices offered shall be all inclusive for the production of CD-ROM in accordance with the terms of these specifications. Cost must include all required materials for duplicating in accordance with the specifications.

- a. Duplication of CD, 700 MB, printing the face
of the disc up to and including four color process.
Cost per disc. \$ _____

III. Printing insert-cards for CD ROM:

Printing the insert cards, cost for stock must be included in the cost.

- a. Printing insert card in a single
ink color. Cost per side. \$ _____

- b. Printing insert card in four-color
process. Cost per side. \$ _____

IV. Proofs, cost must include all set-up and materials:

- a. Color proof of the disc face, cost per proof. \$ _____

- b. Color proof, of insert card, cost per proof. \$ _____

- c. Laser single color proof, of insert card
or disc label, cost per proof. \$ _____

- d. Pre-production CD disc, (check disc), cost per disc. \$ _____

Initials

V. Additional Materials and Services: Cost must be all-inclusive for the materials and services necessary in accordance with these specifications.

- a. Standard clear plastic jewel cases for single discs. Cost will include inserting disc and insert card. Cost per case. \$ _____
- b. Standard clear plastic slim-line jewel cases for single discs. Cost will include inserting disc and insert card. Cost per case. \$ _____
- c. Standard size paper disc envelope. Cost will include inserting disc. Cost per envelope. \$ _____
- d. Standard size Tyvek envelopes. Cost will include inserting disc. Cost per Tyvek envelope. \$ _____
- e. Translucent soft clam shell case. Cost will include inserting disc. Cost per clam shell case. \$ _____
- f. Suitable disc pockets with a pressure sensitive adhesive backing mount on a removal liner, cost per pocket. \$ _____
- g. Jiffy bags or equal. Cost will include inserting cased or enveloped disc into jiffy bags and sealing bags. Cost per jiffy bag. \$ _____
- h. Boxing and packing in individual cartons for "Sales Stock" to USGPO. Cost per carton. \$ _____
- i. Individual mailing labels addressed and affixed onto jiffy bags or cartons. Cost per label. \$ _____
- j. Computer time work. Cost to be rounded to the nearest 15 minutes. Cost per hour. \$ _____
- k. Shrink film wrap over each disc case. Cost per shrink film wrapped case. \$ _____

Initials

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 GPO Form 910, "Bid". Only the original is required. 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)

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

(Person to be contacted)

(Telephone Number)