

U. S. GOVERNMENT PRINTING OFFICE

Washington, D.C.

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Soil Maps

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

Department of Agriculture

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning February 1, 2009 and ending January 31, 2010, plus up to two (2) 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 11 a.m., prevailing Washington, D.C. time, on December 10, 2008.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation, or send to U.S. Government Printing Office, Bid Section, 36 H Street NW, Room C-161, Stop PPSB, Washington, D.C. 20401. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Bid Section, FAX No. (202) 512-1782. 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.

Abstracts of contract prices available at <http://www.winapps.access.gpo.gov/ppd/abstracts/central/default.asp>

For information of a technical nature call Marty Janney at (202) 512-1164 (no collect calls), or by e-mail at: tjanney@gpo.gov.

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 (Rev. 8-02)).

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

Product Quality Levels:

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

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

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

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

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Furnished Films, Approved Proofs
P-8. Halftone Match (Single and Double Impression)	Furnished Films, Approved Proofs
P-9. Solid and Screen Tint Color Match	Pantone Matching System

OPTION TO EXTEND THE CONTRACT TERM: The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed three (3) years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the "EXTENSION OF CONTRACT TERM" clause. See also "ECONOMIC PRICE ADJUSTMENT" for periodic pricing revision.

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

ECONOMIC PRICE ADJUSTMENT: The 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 the beginning of the contract to January 31, 2010, 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 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 October 31, 2008, 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.

ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS: A GPO Jacket Number will be assigned and a Purchase Order issued to the contractor to cover work performed. The Purchase Order will be supplemented by an individual "Print Order" for each job placed with the contractor. The Print Order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

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

POSTAWARD CONFERENCE: The total requirements of the job as indicated in these specifications will be reviewed by Government representatives with the contractor's technical representatives (printing and binding) at the GPO, Washington, D.C., immediately after award.

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 February 1, 2009 through January 31, 2010, plus for such additional period(s) as the contract is extended. All Print Orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any Print Order. A Print Order shall be "issued" for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

REQUIREMENTS: This is a requirements contract for the items and for the period specified herein. Shipment/delivery of items or performance of work shall be made only as authorized by orders issued in accordance with the clause entitled "ORDERING". The quantities of items specified herein are estimates only, and are not purchased hereby. Except as may be otherwise provided in this contract, if the Government's requirements for the items set forth herein do not result in orders in the amounts or quantities described as "estimated", it shall not constitute the basis for an equitable price adjustment under this contract.

Except as otherwise provided in this contract, the Government shall order from the contractor all the items set forth which are required to be purchased by the Government activity identified on Page 1.

The Government shall not be required to purchase from the contractor, requirements in excess of the limit on total orders under this contract, if any.

Orders issued during the effective period of this contract and not completed within that time shall be completed by the contractor within the time specified in the order, and the rights and obligations of the contractor and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract.

If shipment/delivery of any quantity of an item covered by the contract is required by reason of urgency prior to the earliest date that shipment/delivery may be specified under this contract, and if the contractor will not accept an order providing for the accelerated shipment/delivery, the Government may procure this requirement from another source.

The Government may issue orders which provide for shipment/delivery to or performance at multiple destinations.

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by Print Orders issued in accordance with the "ORDERING" clause of this contract.

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/printforms/pdf/contractdisputes.pdf>. This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of maps requiring such operations as printing, trimming, folding, collating, packing, and distributing.

TITLE: Soil Maps.

FREQUENCY OF ORDERS: Approximately 10 to 50 orders per year. Up to 10 orders may be placed in a one week period.

QUANTITY: The number of sets per order may range from 100 to 1,000. No shortages will be accepted.

A set of maps will generally consist of:

General Soil Map: One (1) sheet printed face only or face and back in one (1) to four (4) ink colors, including black.

Index and Legends: One (1) sheet printed face and back; black on one side, and black and an *exact* match of Pantone 425U gray ink on the other side.

Detailed Soil Maps: Approximately 35 sheets printed face and back in black. *Note* that 35 sheets are the average per order; however the number of sheets could range up to 140 sheets.

Some orders will also require production on a continuing press-run basis of approximately 25 to 500 of each of the map sets (an occasional order may require up to 1,000 maps). These maps will print one (1) side only in the same or fewer than the original ink colors (as ordered). These maps will require trimming to the final trim size (see below).

TRIM SIZES: Initial trim sizes will range from 11 x 17" to 34 x 44". Trim sizes will be preliminary to final trimming. Maximum sheet size will be 38 x 48".

GOVERNMENT TO FURNISH: The U.S. Department of Agriculture will furnish f.o.b. the contractor's plant the following materials for approximately 25 percent of orders:

Complete sets of plastic-base films including 150-line screen halftones.

One (1) full-color proof, of the "General Soil Map". A full-color proof will be supplied if a multicolored map is printed on the face of the "General Soil Map". These proofs do not necessarily depict the actual printing colors, and are to be used only as a general guide for registration. The Government will make all proofs from the films furnished to the contractor.

A set of photographic proofs of representative maps. These proofs will serve as a guide for layout. When contractor is required to mask out an image from halftone negatives, the Government will provide a proof of the General Soil Map, the Index, the Legend, and two (2) Detailed Soil Map Sheets. No proof will be provided on the remaining detailed map sheets.

Separate instruction sheets listing each map and chart, the furnished films, the overall image size, the color of inks, the quantities, and required margins as well as a map folding dummy will accompany the set of films furnished for each order.

The following materials may be furnished for approximately 25 percent of orders:

Electronic Media:

Platform: Windows XP.

Storage Media: CD-ROM or DVD. Alternatively, files may be provided by FTP (File Transfer Protocol).

- Software: ARC/INFO.
Files furnished in PDF, or PostScript (Level III) format. PostScript files may be approximately 100 – 400 MB in size.
- NOTE: All software upgrades (for specified applications) which may occur during the term of the contract, must be supported by the contractor.
- Fonts: All printer and screen fonts will be furnished.
Contractor is cautioned that furnished fonts are the property of the Government and/or its originator. All furnished fonts are to be eliminated from the contractor's archive immediately after completion of the contract.

GPO Form 952 (Desktop Publishing - Disk Information).

A supply of Blue Labels and Selection Certificates for shipping Departmental Random Copies.

One Reproduction Proof, Form 905 (R. 8/95) with labeling and marking specifications.

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

FILMS: The films furnished are of dimensionally stable material, in a finished condition, wrong reading on the emulsion side, suitable for offset plate-making. These films will be very carefully packed for shipment but should minor damage occur during transit it shall be the responsibility of the contractor to do such retouching as might be required to produce a high quality product. Acceptance of the films by the contractor indicates his/her approval of the quality of the films furnished. Registration holes in furnished map negatives must be left intact. This may necessitate stripping on alternate flats.

The films and other material delivered to the contractor must be kept flat at all times and not exposed to extremes of heat or cold. Any damage to the materials furnished by the Government while in possession of the contractor or during their return in transit shall be chargeable to the contractor.

Note: An occasional order may contain films not composited which must be registered and used to make additional burns at the plate-making stage. Dot screens (percentages to be specified) may be required to be added during the plate-making stage.

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.

ELECTRONIC PREPRESS: Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing **MUST** be reported to Marty Janney (202) 512-1164, U.S. Government Printing Office.

Contractor is responsible for checking files contained on the furnished media to insure that such features as bleeds, register marks and correct file output selection have been provided for, so as to correctly generate reproducible for publishing. In addition, the contractor is responsible for creating and/or altering any necessary trapping, setting proper screen angles and screen frequency, and defining file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned Quality Level.

When required by the Government, the contractor shall make minor revisions to the electronic file, which may include color corrections to digital furnished images. It is anticipated that the Government will make all major

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

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 February 2008.

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

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

PRINTING: All press sheets must have guide and gripper marks clearly visible from the side of every skid of maps. Each map set must have these marks in the same locations for each map.

Press sheets:

Maps must be imposed and delivered flat and untrimmed at least two-on-a-sheet for two-up folding by the binding contractor. Maximum allowable sheet size will not exceed 38 X 48". The contractor must print and deliver as many untrimmed two-up units on a press sheet as is suitable to his/her production plan.

Exception: Small quantities to certain destinations will require complete finished-size trimming (as ordered).

General Soil Map:

Three to four plastic-base films: one for black (culture, drainage, lettering, soil data, etc.) and one for each additional color (rulings are dot screens, and solid areas) will be furnished.

The map prints as a back, usually with the face blank. Similar materials will be supplied if a multicolored map is printed on the face of the "General Soil Map".

If "Conventional Signs" print on face of the "General Soil Map", one plastic-base negative will be furnished for lettering, Conventional Signs, marginal data, and soil symbols which will print in black ink.

Maps generally print one side only in black and two (occasionally three) of the following ink colors: blue (Pantone 312U), yellow (Pantone 102U) and red (Pantone 032U) as specified on the Print Order.

Soil classifications are represented by color values produced by combinations of solids and screens in two (occasionally three) of the three ink colors (generally blue and yellow). Black ink will be required for graph and legend images on all General Soil Maps. On occasion this map will be printed in black ink only.

Index to Map:

Two (2) plastic-base films: one for the black (lettering and planimetry); and one for the match of Pantone 425U gray (sheet layout) will be furnished. This index prints once as the face in each set of maps. Index to maps generally print on the reverse side of the legend page sheets, head-to-head in an exact match of Pantone 425U gray for Benday-type ruling, and black for overprinting and legends.

NOTE: On an occasional order, the shape of the county covered by the maps is such that on the "General Soil Map" and on the "Index to Map" sheets the title and the county name will read vertically rather than from left to right. In such cases, the "General Soil Map" and the "Index to Map" sheets are to be imposed so that the arrow which indicates north is pointing to the left.

**Alphabetical Soil Legend
and
Conventional Signs Chart**

Prints in black ink and occasionally one additional background Pantone color, usually Blue.

One plastic-base film (lettering, conventional signs, marginal data, and soil symbols) will be furnished. The "Conventional Signs" are on the right. The chart prints on the back of the "Index to Map" sheets.

NOTE: On occasional orders the "Alphabetical Soil Legend" may so fill the page that "Conventional Signs" will be printed on the face of the "General Soil Map" sheet.

Detailed Soil Maps:

One to three plastic-base films will be furnished: one for black (culture, drainage, aerial background, lettering, soil boundaries, soil symbols, etc.); if more than one film is furnished: and one for blue (hydrographic features) and rarely one 150-line screen, square-finished halftone film for the match of Pantone 425U gray (aerial photographic image).

Maps usually print face and back, two colors, head to head, but may print in up to four colors using the same inks used on the General Soil Maps. Color, when used, must be an exact match of Pantone 425U gray for 150-line screen halftone of aerial photographic image, and black for overprinting boundaries.

NOTE: Extreme caution must be used in matching the colors of the "Sample of Colors" charts. Backgrounds must show as much photographic detail as possible. All detailed maps shall match each other in tone and density of color. Uniform ink coverage and exact register must be maintained on all copies of each map. A change of exposure time for individual halftone negatives when making press plates may be necessary to maintain the above control. All soil lines and symbols printed in black on the detailed maps must be legible. It is most important in the use of these maps that these lines and symbols can be easily read. The photographic proofs for the Detailed Soil Maps shall serve as a guide for the imagery.

PROOFS: See "SCHEDULE."

MARGINS AFTER FINISHED TRIM: Most maps will be centered horizontally and vertically and all edges must be maintained at 1/4". The margins will vary, and on occasion will be less than 1/4".

BINDING: Bind as indicated on the Print Order. Various binding may be required as follows:

- Press sheets:** Approximately 5% of all orders ship flat as untrimmed press sheets.
- Trimming:** When indicated on the Print Order, most quantities will require complete finished-size trimming; maps may not align with one another therefore grouping different maps together on a cutter may not be possible.
- Folding:** Maps which require finishing will be folded from a maximum sheet size (untrimmed maps) of 38 x 48". Map sheets will have an initial trim size of: 22 x 27", 22 x 30", and 34 x 44" and will fold to approximately 9 x 11" (map folding is designated in furnished dummy).
- Collating:** Most orders will require collating maps in proper numerical sequence, and shrink-film wrap as a set.
- An occasional order will require collating government furnished books with a folded and collated set of maps and shrink-film wrapped.

PACKING: Contractor shall furnish all wrapping, packing, and shipping material, as required, and shall pack the finished products in such manner as to provide protection against the normal hazards of cross-country transportation and warehouse storage, including damage from moisture.

- Collated Sets:** Orders requiring folding and collating into sets must pack as follows:
Pack solidly in shipping containers to ensure that no side-to-side slippage will occur.
- Press Sheets:** Pack flat on skids in conformance with the following specifications:
No gathering or collating is required. A slip sheet is required between different maps. Exception: pack trimmed maps flat in shipping containers. Multiple items may be packed in individual containers as long as labels are clearly marked with contents.
Guide and gripper edges must be clearly marked. All press sheets must be packed face up with the position of guide and gripper edges the same for all maps and/or charts packed on the skid. Mixing of map sheets on skids shall be permitted only if all sheets for a particular map will fit on one skid. Press sheets on each skid must be flagged with markers that clearly identify all maps and/or charts printed on each set of sheets.
All skids must be furnished by the contractor and so substantially made as to permit tiering without damage to press sheets. Runners are to be one piece, 8" high, 3" thick, or be equal to this strength, and shall run the full length of the skid. Length of the skid is defined as the measurement paralleling the direction of the skid runners. On all paper with widths of less than 34", the runners of the skid must run the short way. Clearance between runners shall be not less than 28" nor more than 38". Length and width dimensions of skid and top must be no more than 1/2" larger than the press sheets shipped.
Press sheets must be securely wrapped for protection, capped by an adequate top, and securely banded with 3/4" by 0.023" to 0.035" steel strapping, with at least six bands per skid. The gross weight must not exceed 3,500 pounds to a skid.

Whenever possible, minimum overall height of loaded skid shall be 50". Overall dimensions of loaded skids must not exceed 38-1/2" in width, 48-1/2" in length, and 60" in height.

All press sheets packed on skids must be carefully wrapped and completely encased (top, bottom, and all four sides) with one inside wrapper next to the paper and one outside waterproof wrapper (alkali soluble and repulpable). The waterproof wrapper must be securely sealed at all joints (asphalt laminated wrappers not acceptable). Corner protectors are required, and must ensure that all map corners are covered. Deck of skid must be covered and also waterproofed. Runners must be reinforced at each end. Refer to **Exhibit A** for detailed drawing of a packed skid.

Exceptions: Untrimmed press sheet proofs destined to the Cartographic Staff for inspection and approval may be rolled and suitably packaged for safe delivery.

Packing List: Each shipment, except envelopes/packages that are mailed, shall contain a Packing List showing the following data:

- (1) name and address of consignor,
- (2) name and address of consignee,
- (3) Requisition, Program, Print Order, and GPO Jacket Numbers,
- (4) Bill of Lading number if any,
- (5) description of the material shipped, including:
 - (a) publication number and title, if applicable, and date,
 - (b) quantity per map container/skid and total quantity,
 - (c) total number of containers,
 - (d) total number of skids.

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

Note: Noncompliance with these packing instructions will be cause for the Government to repack in accordance with the specifications and charge all costs thereof to the contractor. The Contracting Officer reserves the right to institute this action without prior notice to the contractor.

LABELING AND MARKING: Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers. All labels must remain clear and legible under normal handling and storage conditions for at least one year.

Press Sheets: The press sheets on each skid must be flagged with markers that clearly identify all maps and/or charts printed on each set of sheets. Each set of map sheets must be marked with separators for easy identification. All press sheets must be face up with guide and gripper edges clearly marked.

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): All orders must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<u>Quantity</u> <u>Ordered</u>	<u>Books</u> <u>Number of</u> <u>Sublots</u>
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125

These randomly selected copies must be packed separately and identified by a special government-furnished blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list to the largest consignment unless otherwise specified on the Print Order.

A copy of the PRINT ORDER/SPECIFICATION and a signed Government-furnished certificate of selection, must be included.

QUALITY ASSURANCE RANDOM COPIES: Contractor may be required to submit Quality Assurance Random Copies to test for compliance against the specifications. The Print Order will indicate the number required, if any. When ordered, the contractor must divide the entire order into equal sublots and select a copy from a different general area of each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. Copies will be paid for at the running rate offered in the contractor's bid and their cost will not be a consideration for award.

Business Reply Mail labels will be furnished for mailing the Quality Assurance Random Copies. The copies are to be mailed at the same time as the first scheduled shipment. A copy of the Print Order must be included.

A U.S. Postal Service approved Certificate of Mailing, identified by Program, Jacket and Print Order Numbers, must be furnished with billing as evidence of mailing.

A copy of the Government – furnished certificate must accompany the invoice sent to GPO, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the invoice.

DISTRIBUTION: Ship f.o.b. contractor's city. Complete addresses and quantities will be furnished in 10 to 120 days from acceptance of all Press Approval Sheets. Untrimmed Press Sheets will be sent to a single destination. Finished trim-size items will be sent to one (1) or two (2) destinations. On occasion, these shipments may require inside delivery or 24-hour notice prior to delivery as specified on the Print Order.

Some orders will require bulk shipments of up to three (3) to ten additional destinations as required. A complete Distribution List will be furnished with the Print Orders or shortly thereafter.

Upon completion of each order, all furnished material must be returned to USDA-NRCS, NCG Staff, Attn: Mike Kortum, 501 West Felix Street, Building 23, Room 60, Fort Worth, TX 76115.

A single shipment or several shipments totaling 120 pounds or less scheduled for shipment on the same day to a single destination are to be sent by reimbursable Parcel Post or Small Parcel Carrier, whichever method is most economical to the Government unless otherwise instructed. However, shipments to APO, FPO, and post office addresses, regardless of total weight of shipment, must be made by reimbursable U.S. Postal Service.

Government Bills of Lading (GBL's) will be furnished by the GPO for all shipments requiring a bill of lading. The contractor must combine on one bill of lading (and a continuation sheet, if required) all orders scheduled for shipment to a single destination on the same day.

In the event an advance supply of partially completed Government Bills of Lading are furnished, the contractor shall type in all necessary information as instructed on either GPO Form 2153 or 2344 for each shipment. Distribution of each GBL for each shipment will be as instructed on one of GPO Forms 276 through 281. GBL's furnished for one Government department or agency shall not be used for another. The contractor will be held accountable to the GPO for all furnished GBL's. All unused GBL's shall be returned to the U.S. Government Printing Office, Stop: PPST, Washington, D.C. 20401, with the original copy of GPO Form 192, within 30 days of the termination of this contract.

All expenses incidental to returning materials, submitting Press Approval Sheets, and furnishing samples must be borne by the contractor.

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

No definite schedule for receipt of material can be predetermined.

Press Approval Sheets: Prior to shipment of any printed material, and/or the return of the furnished material, three (3) complete sets of the printed maps (Press Approval Sheets), the furnished set of photographic proofs of soil maps and the general soil map color proof must be mailed via First Class Mail for inspection to: USDA/National Resource Conservation Service, National Cartographic & Geospatial Center, 501 West Felix Street, Building 23, Room 60, Ft. Worth, TX 76115, Attn: Mike Kortum.

Shipment of "Press Approval Sheets" must be made according to the following breakdown:

All orders containing up to 70 soil maps, mail Press Approval Sheets within 20 days after receipt of Print Order and other necessary material.

For each additional 20 soil maps or portion thereof included in an order, three (3) additional workdays will be added to the schedule.

Notification of acceptance or rejection will be made by telephone within five (5) workdays after receipt of Press Approval Sheets. An approved set of press sheets will be sent to the contractor by Small Package Carrier or registered mail.

If the initial sheets are rejected, additional Press Approval Sheets must be submitted according to the following schedule: Up to eight (8) rejected maps, mail within seven (7) workdays of Notice of Rejection; over eight (8) rejected maps, two (2) additional workdays for each additional eight maps or portion thereof.

If Press Approval Sheets are rejected because of Author's Alterations the preceding schedule will apply. Contractor must submit proof that entire quantity was produced before being allowed to bill for these unusable copies.

Orders for Maps Only: Complete shipment of the finished products to all destinations must be made within two (2) workdays after receipt of Bills of Lading. Contractor will be notified of the final bulk destination 10 to 120 days from acceptance of all Press Approval Sheets. Contractor will not be allowed storage charges prior to 120 days. Items ordered in finished trim sizes must be shipped f.o.b. contractor's city within 10 work days after receipt of notification of acceptance of Press Approval Sheets.

Collated Maps: Contractor shall submit two (2) complete samples, prior to binding the total production quantity, within five (5) workdays of acceptance of all Press Approval Sheets. Send samples to: USDA/National Resource Conservation Service, National Cartographic & Geospatial Center, 501 West Felix Street, Building 23, Room 60, Fort Worth, Texas 76115, Attn: Mike Kortum.

No additional time will be allowed in the schedule for prior to production samples. The Government will respond by telephone within five (5) workdays after receipt of the prior to production samples.

Samples will be inspected for Quality and overall adherence to the specifications. Acceptance of these samples in no way relieves the contractor of these responsibilities for the entire order.

Special Note: Samples cannot be deducted from the total quantity ordered. The package containing the samples shall be identified by the GPO Jacket Number, Program Number, Print Order Number, and title, and shall include a copy of the Print Order.

If samples are disapproved by the Government due to Contractor's Errors, the Government may require the contractor to submit additional samples for inspection and testing, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. Should the Government disapprove the samples due to Author's Alterations, the contractor must resubmit new samples within 10 workdays.

In the event the Government fails to approve, to conditionally approve, or to disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with article 12 "Notice of Compliance With Schedules" of contract clauses in GPO Contract Terms (Pub. 310.2, effective December 1, 1987 (Rev. 6/01)).

Contractor must not print prior to receipt of "OK to Print". Manufacture of the final product prior to approval of the samples submitted is at the contractor's risk. The samples will not be returned to the contractor. All costs incurred for the prior-to-print samples shall be included in the contract price for the production quantity.

Upon receipt of the OK to Print, the contractor must ship within 10 workdays for orders with less than 100 maps. For orders with more than 100 maps, contractor is to ship within 20 workdays from OK to Print.

Contractor will be required to replace, at his/her expense, all Soil Maps or charts shipped which do not meet the Quality requirements for legibility, registration, ink coverage, density and color, margins and image position, as stated in these specifications. Replacement will be required according to the following schedule. The schedule begins with the date of notification and receipt of all necessary materials by the contractor: Up to eight defective maps, complete shipment within seven (7) workdays; each additional eight maps or portion thereof, two (2) additional workdays.

All furnished materials must be returned to USDA-NRCS, NCG Staff, Attn: Mike Kortum, 501 West Felix Street, Building 23, Room 60, Fort Worth, TX 76115, within 20 days of receipt of approved Press Approval Sheets.

Unscheduled material such as Government Bills of Lading, shipping 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.

Upon completion of each order, the contractor is to notify the Government Printing Office of the date of shipment (or delivery, if applicable). Call (202) 512-0516 or 0517; callers outside the Washington, D.C. area may call toll free 1-800-424-9470 or 9471.

SECTION 3.- DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices offered in the "SCHEDULE OF PRICES" to the following units of production which are the estimated requirements to produce one year of orders under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered for a like period of time.

The following item designations correspond to those listed in the "SCHEDULE OF PRICES".

	(1)	(2)	(3)	(4)
I. (a)	1,571	425	712	245
(b)	28	3	28	3
(c)	40	4	40	4
(d)	10	1	10	1
II. (a)	10			
(b) (1)	1			
(2)	1			

SECTION 4.- SCHEDULE OF PRICES

Bids offered are f.o.b. contractor's city.

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

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

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

The Contracting Officer reserves the right to reject any offer that contains prices for individual items of production (whether or not such items are included in the Determination of Award) that are inconsistent or unrealistic in regard to other prices in the same offer or to GPO prices for the same operation if such action would be in the best interest of the Government.

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

Fractional parts of 100 or 1,000 will be prorated at the per-100 rate.

I. PRINTING, PACKING, AND DISTRIBUTING: Prices offered shall include the cost of all required materials and operations necessary for the complete production, packing, and distribution as listed in accordance with these specifications, including proofs and paper.

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

Format A: Over 20 x 25" through 22 x 30"

Format B: Over 22 x 30" through 38 x 48"

Black or Single Color <u>Other Than Black</u>		Each Additional <u>Ink Color</u>	
<u>Makeready</u>	<u>Running Per</u>	<u>Makeready</u>	<u>Running Per</u>
<u>Or Setup</u>	<u>1,000 copies</u>	<u>Or Setup</u>	<u>1,000 copies</u>
(1)	(2)	(3)	(4)

INITIAL TRIM-SIZE MAPS FROM FURNISHED FILM:

- (a) Format A..... per side \$_____ \$_____ \$_____ \$_____
- (b) Format B..... per side \$_____ \$_____ \$_____ \$_____

 (Initials)

Format A: Over 20 x 25" through 22 x 30"

Format B: Over 22 x 30" through 38 x 48"

Black or Single Color <u>Other Than Black</u>		Each Additional <u>Ink Color</u>	
<u>Makeready</u> <u>Or Setup</u>	<u>Running Per</u> <u>1,000 copies</u>	<u>Makeready</u> <u>Or Setup</u>	<u>Running Per</u> <u>1,000 copies</u>
(1)	(2)	(3)	(4)

INITIAL TRIM-SIZE MAPS FROM ELECTRONIC MEDIA:

- (c) Format A..... per side \$ _____ \$ _____ \$ _____ \$ _____
- (d) Format B..... per side \$ _____ \$ _____ \$ _____ \$ _____

Note: When additional copies are ordered printing in the same or fewer than the original ink colors on only one side of the map sheet requiring complete finished-size trimming, they shall be charged as a continuing press run (no additional setup charge allowed).

II. ADDITIONAL OPERATIONS: Prices offered for each of the following items must be all-inclusive for the performance of operations that are in addition to those specified under Item I, and must include the cost of all required materials and operations necessary in accordance with these specifications.

- (a) Collate maps with books & shrink wrap..... per 100 sets \$ _____
- (b) Trimming, folding, gathering into sets, shrink-film wrapping (with suitable cardboard backing), and packing (into shipping containers).

Per 1,000 Leaves

- (1) Format A \$ _____
- (2) Format B \$ _____

 (Initials)

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.

Bidder _____

(City - State)

By _____

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

(Person to be contacted)

(Telephone Number)

(Fax Number)