

U.S. GOVERNMENT PRINTING OFFICE

Columbus, Ohio

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

ENC Focus

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

Eisenhower National Clearinghouse  
The Ohio State University  
Columbus, Ohio

Single Award

**TERM OF CONTRACT:** The term of this contract is for 1 year (base year period of Date of Award through September 30, 2005) and 4 option year periods (October 1, 2005 through September 30, 2006; October 1, 2006 through September 30, 2007; October 1, 2007 through September 30, 2008; and October 1, 2008 through September 30, 2009). Special attention is directed to the following provision and clauses in Section 1 of this contract: "Option to Extend the Contract Term", and "Economic Price Adjustment."

**MAIL BID TO:** US GOVERNMENT PRINTING OFFICE; 1335 DUBLIN ROAD, SUITE 112-B; COLUMBUS, OH 43215. ENVELOPE MUST BE MARKED WITH PROGRAM NUMBER AND BID OPENING DATE.

**QUOTES ARE REQUESTED BY:** 2:00 p.m., prevailing Columbus, Ohio time,

November 4, 2004

**BIDDERS PLEASE NOTE:** Changes have been made. Bidders are cautioned to familiarize themselves with all provisions of this contract before bidding.

Abstract is available on GPO Web Site at <http://www.gpo.gov/procurement/index.html>

**BEFORE AWARD:** ANY QUESTIONS CONCERNING THESE SPECIFICATIONS CALL  
Linda Price (614)-488-4616, extension 22.

**AFTER AWARD:** REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR  
Ted Mack (614)-488-4616, extension 21.

**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 Pub. 310.2, effective December 1, 1987 (Rev. 06/01)) and Quality Assurance Through Attributes Program for Printing and Binding (GPO Pub. 310.1, effective May 1979 (Rev. 08/02)).

GPO PUB. 310.2 IS AVAILABLE ON GPO WEB SITE AT  
[http://www.access.gpo.gov/procurement/ct/terms/ct\\_title.html](http://www.access.gpo.gov/procurement/ct/terms/ct_title.html)

GPO PUB. 310.1 IS AVAILABLE ON GPO WEB SITE AT  
<http://www.access.gpo.gov/procurement/qataps/qatap1.html>

### REGULATIONS GOVERNING PROCUREMENT

The U.S. Government Printing Office (GPO) is an office in the legislative branch of the United States Government. Accordingly, the Federal Acquisition Regulation is inapplicable to this, and all GPO procurements. However, the text of certain provisions of the Federal Acquisition Regulation as contained in the Code of Federal Regulations (CFR), are referenced in this solicitation. The offeror should note that only those provisions of the Federal Acquisition Regulation which are specifically incorporated by reference into this solicitation, are applicable.

**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.

**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 Z 1.4):

- (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	Disk/Approved Proofs
P-8. Halftone Match	Disk/Approved Proofs
P-9. Solid or Screen Tints Color Match	Disk/Approved Proofs
P-10. Process Color Match	Disk/Approved Proofs

**OPTION TO EXTEND THE CONTRACT TERM:** The Government may extend the term of this contract by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises an option, the extended contract shall be considered to include this clause. The duration of this contract, including the exercise of any options under this clause, shall not exceed September 30, 2009.

Notwithstanding the above paragraph, at the request of the Government, the term of any contract resulting from this solicitation may be further extended for such period of time as may be mutually agreeable to the GPO and the contractor.

**ECONOMIC PRICE ADJUSTMENT:** The prices set forth in this contract shall be adjusted in accordance with the provisions of this clause, provided that, in no event will prices be revised to exceed the maximum permissible under any law existing as of the date of the contract or as may be hereafter promulgated.

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

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

- (1) The contract price of orders placed during the adjusted period (excluding reimbursable postage or transportation costs) shall be adjusted by the percentage increase or decrease in the average, seasonally adjusted Consumer Price Index For All Urban Consumers-Commodities Less Food (seasonally adjusted) as follows: An index shall be calculated by averaging the 12 seasonally adjusted months ending 3 months prior to the expiration of the first period of this contract.

This average is then compared with the average index for the 12-month period ending 3 months prior to the beginning of the contract, called the base index. The percentage increase or decrease by comparing these two indexes shall be applied to the contractor's invoices for orders placed during the price adjustment period.

- (2) The Government will notify the contractor in writing of the percentage increase or decrease to be applied to any invoices to be submitted for orders subject to price adjustment in accordance with this clause. Such percentage will be determined from the published index as set forth above. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs. Any applicable discounts will be calculated on the basis of the invoice price as adjusted.

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

**ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS:** A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order may 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 an on-site preaward survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

**PAYMENT:** Submit all vouchers to: Comptroller, STOP FMCE, Office of Financial Management, U.S. Government Printing Office, Washington, D.C. 20401.

NOTE: A copy of the voucher, together with delivery/ mailing statements must be sent to Melanie Shreffler, Managing Editor, Eisenhower National Clearinghouse, 1929 Kenny Road, Columbus, Ohio 43210.

**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 through September 30, 2005 (plus options). 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.

**DELIVERY/SHIPPING STATUS INFORMATION:** The contractor is to use the GPO furnished form to report the delivery/shipment status on each order. The form is to be reproduced as needed by the contractor. This information **MUST** be furnished to GPO - Columbus, RPPO on each order. The information as contained on this form is to be faxed or called to the Columbus RPPO.

Fax Number (614) 488-9618  
Telephone Number (614) 488-4616, extension 19  
**NO COLLECT CALLS**

## SECTION 2. - SPECIFICATIONS

**SCOPE:** These specifications cover the production of magazines requiring such operations as copy pickup, reproducible, proofs, printing, packing, and distribution.

**TITLE:** ENC Focus.

**FREQUENCY OF ORDERS:** Approximately 4 to 8 orders per year, anticipate 6.

**PAGES:** Magazine consists of approximately 8 to 24 pages, average 16 pages.

**QUANTITY:** Approximately 150,000 to 170,000 copies per order, usually 150,000 copies per order.

**TRIM SIZE:** 8-1/4 x 10-3/4"

**NO QUANTITY VARIATION ALLOWED.**

**GOVERNMENT TO FURNISH:** One CD-R, Mac format (Model POWER MAC G 4 w/sys 9.2) in InDesign 2.0, PhotoShop 6.0, Freehand 9.0 and Freehand 8.0 in native format. All images will be linked to the InDesign file and will be created using PhotoShop or Freehand. All printer and screen fonts will be furnished with the individual print order. These fonts are the property of the Government and must be returned with the furnished material. Color ID is CMYK for 4-color process covers on self-covers pages 1, 2, 3, and 4. Bleeds included in files. Color (for self-cover) and black and white (for text) laser output

Bulk delivery labels: Will be provided as electronic text file, comma or tab delimited.

**ELECTRONIC PREPRESS:** Immediate upon receipt and 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 Columbus, GPO Contracting Officer prior to further performance.

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.

Upon completion of the 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 files formats other than those supplied, unless specified by the Government.

Delivery/shipping status report form.

Form 905 (R. 3/90) "Labeling and Marking specifications".

Print Order (GPO Form 2511).

Blue Label and Selection Certificates.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except GPO imprint, 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.

**REPRODUCIBLES:** The contractor must make all reproducibles required. The contractor is responsible for determining what type reproducibles will be used but must maintain the quality level specified in the contract. No separate charges will be allowed for the various types of reproducibles that may be used.

Further, the contractor is responsible for outputting all images contained on furnished material, regardless of the production process, at the highest effective resolution possible. The contractor is responsible for determining the appropriate output resolution to achieve optimal results for such design elements as blends, gradients, halftones, type and other images. This determination should be made using factors such as stock, imaging device (or press) being used, and other factors unique to the contractor's production environment.

Self-cover pages 1, 2, 3, and 4 will require 4-color process. Most, if not all pages, will have screens, illustrations, and/or halftones that must be reproduced at 150-line screen or finer.

**PROOFS:** All orders will require proofs as follows:

Two sets of blueline, dylux, or equal proofs for all text pages printing in black ink. Proofs shall consist of complete signatures with all illustrations in proper position (not pasted up), and all pages imposed in correct location, exposed face and back, folded and trimmed to the finished size of the product.

Two sets of one-piece laminated or electrophotography color proofs for self-cover pages 1, 2, 3, and 4 printing in 4-color process. These proofs must have illustrations and text matter composited. Sublimation, inkjet, photographic and overlay proofs are not acceptable. The proofs should have color control bars, tint patches and dot gain scale (such as Brunner, GATF, GRETAG or RIT) repeated across sheet.

Or at contractor's option, two sets of digital color proofs for self-cover pages 1, 2, 3, and 4 printing in 4-color process (Kodak Approval, Screen TrueRite, or similar) with a minimum of 1800 dpi may be furnished. Proofs will be used for color match on the press. These proofs must have all elements in proper position. The proofs should have color control bars, tint patches and dot gain scale (such as Brunner, GATF, GRETAG, or TIT) repeated across sheet. If digital proofs are provided, the make and model number of the proofing system utilized shall be furnished with the proofs.

**NOTE:** Color proofs must match, as close as possible, the CMYK color(s) indicated on the individual print order.

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.

Author's alterations (refer to page 10 (item 16) of GPO Contract Terms) and revised proofs may be required. Author's alterations and revised proofs will only be paid for when errors are caused by the Government and the Government deems it necessary to require revised proofs or make author's alterations.

In the event that proofs must be returned to contractor either due to printer's errors or author's alterations; the contractor is responsible for the cost of pickup of the proof from the ordering agency. If a courier is to be used, the contractor must provide a completed airbill or must furnish a courier account number for this purpose.

The contractor must not print prior to receipt of an "Okay 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. 11" dated February 1999.

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

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

White Gloss Coated Book, basis size 25 x 38", 50 lbs. per 500 sheets, equal to JCP Code A170. Contractor must maintain minimum 81 brightness and 91 opacity.

**PRINTING:** Print head to head. Self-cover pages 1, 2, 3, and 4 print 4-color process and balance of pages print in black ink only. Varnish self-cover pages 1 and 4.

Pages may bleed 3 sides and to bind and/or across facing pages. Colors must appear in full density.

Approximately 85% to 90% of the total copies will require the permit imprint to be printed on last page and balance of the copies will print without the permit imprint.

Match CMYK color(s) indicated on the individual print order.

**MARGINS:** As indicated in the electronic file. Bleeds throughout.

**BINDING:** Fold, inset, and saddle-wire stitch with two wire stitches. Covers trim flush.

**PACKING:** Pack single stack per container in shipping containers furnished by the contractor. Containers are not to exceed 45 lbs. when fully packed.

Shipping containers shall have a minimum bursting strength of 275 pounds per square inch or a minimum edge crush test 44 pounds per inch width.

Noncompliance with the packaging specification may be cause for the Government to reject the shipment, at destination, and to return it to the contractor at his/her expense. After giving notice of the deficiency and affording the contractor an opportunity and reasonable time to correct, the Government may, at its option, repackage in accordance with the specifications and charge all costs to the contractor.

**PALLETIZING:** Palletize orders containing 20 or more containers per contract terms.

**LABELING AND MARKING:** Refer to Contract Terms and furnished Form 905.

**INSPECTION SAMPLES:** When indicated on the print order, or otherwise requested, two samples shall be sent for inspection to the U.S. Government Printing Office, Columbus Regional Printing Procurement Office, 1335 Dublin Road, Suite 112B, Columbus, Ohio 43215-7034, Attn: Inspection Samples.

These samples cannot be deducted from the total quantity ordered. The package or envelope containing the samples shall be identified by the GPO jacket number, program number, print order number, title, and include a facsimile of the print order on which they were ordered. The contractor will comply with the shipping schedule regardless of this requirement and will be notified of the test results only if there are deficiencies.

**DEPARTMENTAL RANDOM COPIES (BLUE LABEL):**

- (a) Orders must be divided into 200 equal sublots. A random copy must be selected from each subplot. Copies must not be chosen 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.
- (b) 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 to the OSU Receiving address with the material.
- (c) A copy of the PRINT ORDER/SPECIFICATION and a signed Government-furnished certificate of selection, shall be included.

**QUALITY ASSURANCE RANDOM COPIES:** In addition to the Departmental Random Copies (Blue Label), the 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 samples 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.

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.

**DISTRIBUTION:** Mail f.o.b. contractor's city and ship/deliver f.o.b. destination.

Mail f.o.b. contractor's city by Government Permit Imprint: Approximately 85% to 90% of the copies mail f.o.b. contractor's city by permit imprint. Contractor to affix label in proper location on cover page 4, deliver to local post office and mail.

All mailing must meet all requirements of the USPS Domestic Mail Manual.

All mailing shall be made at the Bulk Rate unless otherwise indicated on the individual print order. Contractor is to maximize automation discounts, including barcoding, delivery address verifications and placement and all items must comply with USPS requirements in effect at time of mailing.

Certificate of Conformance: When using Permit Imprint Mail the contractor must complete GPO Form 712 - Certificate of Conformance (Rev. 01/85) supplied by GPO and the appropriate mailing statement or statements supplied by USPS.

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

The contractor is cautioned that the Government Permit Imprint indicia may be used only for the purpose of mailing material produced under this contract.

Balance of copies ship/deliver f.o.b. destination and mail f.o.b. contractor's city by reimbursable means as follows:

Approximately 13,000 copies deliver f.o.b. contractor's city to various designations across the United States and its territories. Except for copies outside the United States, reimbursement for shipping/delivery costs will be made in strict accordance with Item II. Shipping Charges, page 14. Copies outside the United States are to be mailed at the 1<sup>st</sup> class rate by reimbursable means. Contractor must pay postage at time of mailing and will be reimbursed for the mailing cost with proper submission of the required mailing receipts along with the public voucher. Refer to Contract Terms, GPO Publications 310.2, page 8, paragraph 6, shipping instructions.

15 copies to deliver f.o.b. destination to:

Library of Congress  
Madison Building, Exchange and Gift Division  
Federal Documents Section, C Street (between 1st and 2nd), SE  
Marked "File Copies"  
Washington, D.C. 20540  
(Interpackage as follows):  
12 Library of Congress - Bylaw  
3 National Archives - Bylaw

3 copies to deliver f.o.b. destination to:

U.S. Government Printing Office  
Depository Receiving Section  
44 H Street, NW Loading Dock  
Washington, D.C. 20401  
MARKED: "Depository Copies" Item 0461-D-11

Balance of copies are to be shipped/delivered f.o.b. destination as follows. Costs for these shipments must be included in prices offered under Item I., page 13.

Send 200 copies OVERNIGHT DELIVERY to:

Melanie Shreffler  
Eisenhower National Clearinghouse  
The Ohio State University  
1929 Kenny Road, Suite 400  
Columbus, Ohio 43210-1079  
Call Melanie Shreffler with questions on (614) 688-5937

All other copies and 200 BLUE LABEL COPIES to:

Eisenhower National Clearinghouse  
The Ohio State University  
1929 Kenny Road, Suite 400  
Columbus, OH 43210-1079

Call Virginia Cook at (614) 688-8785 with tracking information when packages are released to shipper.

**INSIDE DELIVERY IS REQUIRED.** Inside delivery is defined as delivery to a Government controlled space as directed.

**SCHEDULE:** No definite schedule can be established at this time. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511) to be picked up with furnished material.

The contractor will be required to pickup print order, furnished material, and proofs at: Eisenhower National Clearinghouse, The Ohio State University, 1929 Kenny Road, Columbus, Ohio 43210-1079.

If agent picks up material/print order/proofs, the contractor must provide an adequate supply of completed manifests (airbills) to the Government agency placing the orders listing his firm as both the shipper and the consignee.

Orders will be placed on an as needed basis.

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

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

	<u>WD After</u>
Contractor deliver proofs .....	5
Contractor pickup proofs marked "OK to Print" or "OK to print with Corrections" .....	3
Contractor must make complete delivery and mailing .....	10

**NOTE:** When revised page proofs are ordered by the government due to errors caused by the government, additional workdays will be allowed in accordance with GPO Contract Terms, Article 12(c), Extension of Schedule.

**NOTE:** The ship/delivery date indicated on the print order is the date products **MUST BE RECEIVED AT OHIO STATE UNIVERSITY, COLUMBUS, OHIO** and is a mail date for all other addresses.

**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 voucher for payment.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with each order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

**RETURN OF GOVERNMENT FURNISHED PROPERTY:**

The contractor must deliver all material furnished by the Government, digital deliverables, together with one printed sample of each job to: Eisenhower National Clearinghouse, The Ohio State University, 1929 Kenny Road, Columbus, Ohio 43210.

These materials must be packaged, properly labeled and delivered separate from the entire job. The contractor must be able to produce a separate signed receipt for these materials at any time during the contract.

All expenses incidental to the pickup/return of materials/proofs and furnishing sample copies, must be borne by the contractor.

### SECTION 3. - DETERMINATION OF AWARD

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

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

- |     |     |        |
|-----|-----|--------|
| I.  | (1) | (2)    |
| (a) | 72  | 10,800 |
| (b) | 6   | 900    |

- |     |     |     |
|-----|-----|-----|
| II. | (a) | 52  |
|     | (b) | 93  |
|     | (c) | 43  |
|     | (d) | 45  |
|     | (e) | 82  |
|     | (f) | 29  |
|     | (g) | 100 |
|     | (h) | 43  |
|     | (i) | 38  |
|     | (j) | 37  |
|     | (k) | 13  |
|     | (l) | 49  |

**SECTION 4. - SCHEDULE OF PRICES**

Bids offered are f.o.b. destination and f.o.b. contractor's city to various addresses.

Prices must be submitted for the entire term of the contract and bids qualified for a lesser period will not be considered.

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

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

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government. An entry of 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 10 or 1,000 will be prorated at the per 10 or 1,000 rate.

**I. COMPLETE PRODUCT INCLUDING BULK DELIVERY TO OHIO STATE UNIVERSITY, COLUMBUS, OHIO AND WASHINGTON, DC:** The prices offered shall be all-inclusive and shall include the cost of all required materials and operations for complete production and delivery to Ohio State University, Columbus, Ohio except for Item II. Shipping Charges.

A charge will be allowed for each page/cover whether printed or blank. No more than three blank pages shall be permitted at the end of the text.

	<u>Makeready and/or Setup</u> (1)	<u>Running Per 1,000 Copies</u> (2)
(a) Printing text pages in black ink including binding ..... each page .....	\$ _____	\$ _____
(b) Printing self-cover pages 1, 2, 3, and 4 in 4-color process including binding..... complete self-cover ....	\$ _____	\$ _____

\_\_\_\_\_  
(Initials)

**RETURN THIS PAGE IN TRIPLICATE**

**SCHEDULE OF PRICES**

**II. SHIPPING CHARGES:** The prices offered shall include the cost of all required materials and operations required for shipments to the destinations listed including packaging, generating, and affixing labels. Charges must be submitted in the order and manner requested; minimum charges will not be accepted.

The ship/delivery date indicated on the print order is a mail date for each of the 12 zones.

<u>Zone</u>	<u>Cost per 10 lbs.</u>
(a) 1 Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont .....	\$ _____
(b) 2 Delaware, New Jersey, New York, and Pennsylvania .....	\$ _____
(c) 3 * <i>District of Columbia</i> , Maryland, North Carolina, and Virginia .....	\$ _____
(d) 4 Alabama, Florida, Georgia, Mississippi, and South Carolina .....	\$ _____
(e) 5 Illinois, Indiana, Kentucky, Michigan, * <i>Ohio</i> , Tennessee, West Virginia, Wisconsin ....	\$ _____
(f) 6 Iowa, Kansas, Missouri, Minnesota, Nebraska, North Dakota, South Dakota.....	\$ _____
(g) 7 Arkansas, Louisiana, Oklahoma, Texas.....	\$ _____
(h) 8 Colorado, New Mexico, Utah, Wyoming .....	\$ _____
(i) 9 Arizona, California, Nevada .....	\$ _____
(j) 10 Idaho, Montana, Oregon, Washington .....	\$ _____
(k) 11 Alaska .....	\$ _____
(l) 12 Hawaii.....	\$ _____

*\*EXCEPT FOR BULK SHIPMENTS TO OHIO STATE UNIVERSITY, COLUMBUS, OHIO AND WASHINGTON, DC WHICH MUST BE INCLUDED UNDER ITEM I, PAGE 13, AND IS A MUST ARRIVE AT DESTINATION.*

**BIDDERS NAME AND SIGNATURE:** Fill out and return three copies of all pages in "Section 4. - Schedule of Prices", initial or sign each in the space provided.

Fill out and return two copies of GPO Form 910. 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)

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

Post Office located at Street Address \_\_\_\_\_

City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_

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