

BID OPENING: November 13, 2012

BIDS SHALL BE PUBLICLY OPENED AT 11:00 A.M., PREVAILING WASHINGTON, D.C. TIME.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL KARIANE SMITH at (202) 512-1164. AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. NO COLLECT CALLS.

FACSIMILE BID SPECIFICATIONS

U.S. Government Printing Office (GPO)
Washington, D.C.

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 8-02)).

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

*** SPECIFICATIONS APPLY EQUALLY TO ALL ITEMS UNLESS OTHERWISE INDICATED ***

PRODUCT:

Item 1: 12 different Fact Sheets (8 English & 4 Spanish versions); Item 2: Form; Item 3: 2 different Fold Form.

TITLE: Fact Sheets, Form, Fold Form

Item 1: Facts Sheets face and back.

ENGLISH

1. Arthritis, 108,016 copies
2. Asthma, 40,016 copies
3. Clinical Trials, 40,016 copies
4. Cosmetics, 75,016 copies
5. Dietary Supplements, 90,016 copies
6. Hair Dye and Relaxers, 40,016 copies
7. HPV, 70,016 copies
8. Registries Help Moms, 85,016 copies

SPANISH

1. VPH (HPV), 73,016 copies
2. Suplementos Dieteticos, 10,016 copies
3. Asma, 10,016 copies
4. Depression, 20,016 copies

Item 2: Light, Low, Mild or Similar Descriptors Form one side only, 40,016 copies

Item 3: Fold Forms face and back

1. My Medicines (BLUE) 120,016 copies
2. My Medicines (FLOWER) 125,016 copies

QUANTITY:

Item 1: 661,192 total copies; Item 2: 40,016 total copies; Item 3: 245,032 copies.

TRIM SIZE:

Item 1: 8-1/2 x 11" except (VPH Spanish 11 x 17" folded to 8-1/2 x 11")"

Item 2: 8-1/2 x 11"

Item 3: 14 x 6-1/2" flat folded to 3-1/2 x 6-1/2"

GOVERNMENT TO FURNISH:

One CD-ROM generated on a Mac, System . Software used: Adobe InDesign CS5 . Files are furnished in Native and PDF Formats with fonts directory included on the disk. Color composite laser visuals for Item 3 only and previously printed samples for all items to be used as a general guide. Plus a shipping information sheet for both destinations.

GPO Form 892 proof label.

One reproduction proof, Form 905 with labeling and marking specifications.

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.

Prior to image processing, the contractor is responsible for performing a basic check (preflight) of the furnished publishing files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the contract administrator in sufficient time to comply with the shipping schedule. In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency, and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet assigned quality level.

The contractor shall make minor revisions, if required, to the electronic files.

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

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.

Note: The Government will accept PDF files for this job.

PROOFS: One set of digital color content proofs for each item. Direct to plate is used to produce the final product with a minimum 2400 x 2400 dpi. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size of the product.

--PLUS--

One set of digital one-piece composite laminated halftone proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi for each item. Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8" x 1/8" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; slur targets; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet. Proofs must show dot structure.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must

contain all elements, be in press configuration and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

Submit proofs and furnished media (copy /electronic files) to: FDA/OWH, 10903 New Hampshire Ave, WO Bldg, 32, Rm. 2333, Silver Spring, MD 20993. Attn: Alison Lemon, 301-796-9444.

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.

Item 1:

JCP Code: A260 White, Dull Coated Offset Book, Basis Size 25 x 38" 80 LB.

Item 2:

JCP Code* A60, Offset Book, Basis Size 25 X 38" 60 LB.

Item 3:

JCP Code: L10 White, Litho Coated Cover, Basis Size 25 x 38" 60 LB.

PRINTING:

Item 1:

Print head to head with type, line matter, tints/solids, and illustrations in four color process, with reversing to white. Uncommon bleeds on head, foot, and right side. After printing, spot gloss varnish 1-3/4 x 11" "flower" bar running down right-side of face, with a non-yellowing gloss varnish.

Item 2:

Print face only in 4-color process with type/line matter, illustrations and some reversing out to appear white. No bleeds.

Item 3:

Print head to head in 4-color process with type, line matter, illustrations, tints/solids, with reversing to appear white. Panel 1 full color and bleeds all sides.

BINDING:

Item 1:

Fold VPH (HPV Spanish fact sheet) using one parallel fold for a finished size of 8-1/2 x 11" title out. Trim 4 sides

Item: 2:

Trim 4 sides

Item 3:

Fold to 3-1/2 x 6-1/2" using two (2) parallel folds with title face out using the sample provided as a guide. Score on folds.

INK: Four color process, plus gloss varnish for fact sheets only item 1.

MARGINS: Follow furnished media; bleeds throughout

PACKING: Shrink film wrap each item into sets of 50. **NO CHIPBOARD TO BE USED IN SETS.**

Pack separately and identify with Title, Requisition and Jacket Numbers and Product Code. Pack suitably per shipping container. Each carton must have a label facing out so it can be read containing the item number and quantity. Individual boxes must be filled to capacity without air. All shipments must be packed on GPO spec. 40 x 48" double-railed pallets. No broken pallets will be accepted. In addition, the following specifications are also required to ensure compliance with local code pertaining to the contractor's warehouse rack permit.

Pallets are to be 40 x 48", 52" max. height, with a four way entry. Maximum weight 2,500 lbs.
Pallets must be banded with plastic strapping, no metal bands or shrink wrap.
NO GAYLORD CONTAINERS

Pallets are required.

LABELING AND MARKING (package and/or container label): Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers.

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

Product Quality Levels:

- (a) Printing Attributes -- Level III.
- (b) Finishing Attributes -- Level III.

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

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

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

ATTRIBUTE	SPECIFIED STANDARD
P-7. Type Quality and Uniformity	Approved Proofs/Electronic Media
P-10. Process Color Match	Approved Proofs/Electronic Media

DISTRIBUTION: Deliver F.O.B.DESTINATION.

Deliveries must be made by traceable means.

Deliver the following quantities to: PSC Personal Property Facility, 16071 Industrial Drive, Gaithersburg, MD 20877. Attn: Ed Moore (240) 276-0812, eddie.moore@psc.hhs.gov

Item 1:

Spanish Version

- 1. 50,000 copies of VPH (HPV Spanish) with Product Code #FS46S

Delivery hours are 8:30am until 3:30pm, Monday through Friday, except Federal holidays. Carriers must notify the PPF Receiving Office of deliveries at least 24 hours in advance. (301) 443-1510.

Deliver the following quantities to:

IF BY USPS, deliver the following quantities to: GPO PuDDC, Attn: Receiving, Federal Citizen Information Center, Pueblo, CO 81009.

-OR-

IF BY OTHER SHIPPING METHODS (e.g., FedEx, UPS, etc.), deliver the following quantities to: GPO PuDDC, Attn: Receiving, 31451 United Avenue, Pueblo, CO 81001. (719) 295-2680.

Shipping labels must contain item # per shipping information sheet.

ALL QUANTITIES INCLUDE 125 DEPARTMENTAL RANDOM BLUE LABEL COPIES

Item 1:

English Version:

1. 108,000 copies of Arthritis with Product Code #723V
2. 40,000 copies of Asthma with Product Code #724V
3. 40,000 copies of Clinical Trials with Product Code #708V
4. 75,000 copies of Cosmetics with Product Code #709V
5. 90,000 copies of Dietary Supplements with Product Code #729V
6. 40,000 copies of Hair Dye and Hair Relaxers with Product Code #713V
7. 70,000 copies of HPV with Product Code #736V
8. 85,000 copies of Registries Help Moms with Product Code #762V

Spanish Version

1. 10,000 copies Asma with Product Code #417V
2. 10,000 copies Dietary Supplements with Product Code #422V
3. 20,000 copies Depression with Product Code #403V
4. 23,000 copies VPH (HPV) with Product Code #410V

Item 2:

40,000 copies Light, Low, and Mild or Similar Descriptors with Product Code #924V

Item 3:

120,000 copies My Medicines (BLUE) with Product Code #718V
125,000 copies My Medicines (FLOWER) with Product Code #744V

Deliveries must include appropriate quantities of Departmental Random Blue Label copies for each item, per "GPO Contract Terms, GPO Publication 310.2". Deliver Blue Label copies to destination receiving largest quantity of each item.

Deliver one (1) sample of EACH ITEM and all Furnished Materials directly to: DHHS, 5600 Fishers Lane, Parklawn Bldg. Room 16-65, Rockville, MD 20857. Attn: Amy Rumburg (301) 443-6740. Delivery hours for the Parklawn Building are from 8:00 am to 12:00 pm and 1:00 pm to 4:00 pm. Deliveries must be made at the loading dock.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to amy.rumburg@psc.hhs.gov. The subject line of this message shall be "Distribution Notice for Jacket 379-364, Req # 3-06308. 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.

Deliver one (1) copy of each item all versions to: U.S. Government Printing Office, Federal Depository Library Program, Mail Stop: FDLP, 44 H Street, NW Loading Dock, Washington, D.C. 20401, Item# 0475-H-10".

Deliver 15 copies of each item all versions to: Library of Congress, US/Anglo Division, U.S. Government Documents Section, 101 Independence Ave., SE, Washington, DC 20540-4274, Marked: Depository Copies. NOTE: All shipments to this destination must be via FedEx, UPS or United States Postal Service (USPS).

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

SCHEDULE: Furnished material will be available for pick up at the U.S. Government Printing Office, 27 G St., NW, Washington, D.C. 20401, on November 14, 2012.

Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule. Proofs will be withheld two (2) workdays from receipt in the GPO until they are made available for pickup by the contractor. Deliver complete MUST arrive at destinations on or before November 30, 2012.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the 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.

Toll Free WATS lines to the GPO are available to successful bidders to report information regarding compliance with schedule requirements under "SCHEDULE". The toll free number is 1-800-424-9470 or 9471 and for calls originating in the Washington, D.C. area, (202) 512-0516 or 0517. Personnel answering these calls will be unable to respond to questions of a technical nature. These calls cannot be transferred to other telephones in GPO.

OFFERS: Offers must include the cost of all materials and operations for each item listed in accordance with these specifications. Award will be based on the lowest total price for the jacket listed. Prices for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

Additional 1,000

Item 1: Fact Sheets 8-1/2 x 11"

Fact Sheet 11 x 17"

Item 2: Form

Item 3-Fold Form

Fill out and return two copies of this page attached to GPO Form 910.

SUBMIT BIDS TO: U.S. Government Printing Office, Bid Section (PPSB), 36 H Street NW, Room C-161, Washington, D.C. 20404. **FACSIMILE BIDS are permitted. Submit TWO copies of each facsimile bid to FAX No. 202-512-1782, one bid per facsimile.** Refer to Solicitation Provisions in GPO Contract Terms (GPO Publication 310.2), Page 1, Paragraph 6.