

PROGRAM 1410S														
August 22, 2019 - July 31, 2020 option through (July 2021)														
			FREDERIC PRINTING		INV TECH SERVICES		MERLIZ INC, DBA DOME PRINTING		MONARCH LITHO		SCHMITZ PRESS			
			AURORA, CO		ROSWELL, GA		MCCLELLAN, CA		MONTEBELLO, CA		SPARKS, MD		GPO ESTIMATE	
ITEM	BASIS	UNIT RATE		COST		UNIT RATE		COST		UNIT RATE		COST		
NUMBER	OF AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	
Category 1: Format A & Format B														
<b>I. COMPLETE PRODUCT:</b>														
<b>A. Makeready and/or Setup per printed side</b>														
(1)	6	\$427.00	\$2,562.00	\$0.00	\$0.00	\$250.00	\$1,500.00	\$695.00	\$4,170.00	\$247.00	\$1,482.00	\$308.00	\$1,848.00	
(2)	11	\$369.00	\$4,059.00	\$0.00	\$0.00	\$500.00	\$5,500.00	\$730.00	\$8,030.00	\$247.00	\$2,717.00	\$372.00	\$4,092.00	
<b>B. Running Rate per 1000 copies, per side</b>														
<b>1 FORMAT A (14 x 20)</b>														
(a)	40	\$75.00	\$3,000.00	\$125.11	\$5,004.40	\$58.84	\$2,353.60	\$57.00	\$2,280.00	\$42.90	\$1,716.00	\$63.61	\$2,544.40	
(b)	30	\$70.00	\$2,100.00	\$108.56	\$3,256.80	\$58.38	\$1,751.40	\$56.50	\$1,695.00	\$37.65	\$1,129.50	\$61.62	\$1,848.60	
(c)	60	\$65.00	\$3,900.00	\$99.23	\$5,953.80	\$56.06	\$3,363.60	\$56.00	\$3,360.00	\$34.85	\$2,091.00	\$59.02	\$3,541.20	
(d)	90	\$60.00	\$5,400.00	\$90.44	\$8,139.60	\$54.09	\$4,868.10	\$55.50	\$4,995.00	\$33.85	\$3,046.50	\$56.53	\$5,087.70	
<b>2 FORMAT B (any trim size over 14x20, to include 24-1/2 x 40)</b>														
(a)	95	\$229.00	\$21,755.00	\$140.77	\$13,373.15	\$204.58	\$19,435.10	\$177.00	\$16,815.00	\$135.40	\$12,863.00	\$174.12	\$16,541.40	
(b)	60	\$224.00	\$13,440.00	\$127.44	\$7,646.40	\$208.90	\$12,534.00	\$176.00	\$10,560.00	\$129.45	\$7,767.00	\$171.45	\$10,287.00	
(c)	60	\$220.00	\$13,200.00	\$116.33	\$6,979.80	\$206.64	\$12,398.40	\$175.00	\$10,500.00	\$125.60	\$7,536.00	\$169.08	\$10,144.80	
(d)	360	\$218.00	\$78,480.00	\$109.35	\$39,366.00	\$205.15	\$73,854.00	\$174.50	\$62,820.00	\$124.05	\$44,658.00	\$167.90	\$60,444.00	
<b>II. ADDITIONAL OPERATIONS:</b>														
(a)	17	\$90.00	\$1,530.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$1,275.00	\$65.00	\$1,105.00	\$45.00	\$765.00	
<b>(b) Prior to production samples</b>														
1	6	\$200.00	\$1,200.00	\$25.00	\$150.00	\$250.00	\$1,500.00	\$505.00	\$3,030.00	\$393.00	\$2,358.00	\$247.00	\$1,482.00	
2	11	\$250.00	\$2,750.00	\$25.00	\$275.00	\$500.00	\$5,500.00	\$545.00	\$5,995.00	\$393.00	\$4,323.00	\$381.00	\$4,191.00	
<b>III. SHIPPING CHARGES:</b>														
<b>A. Pallets... per pallet</b>														
112		\$10.00	\$1,120.00	\$35.00	\$3,920.00	\$0.00	\$0.00	\$28.00	\$3,136.00	\$0.00	\$0.00	\$12.67	\$1,419.04	
<b>B. Delivery F.O.B. Destination</b>														
<b>1 FORMAT A per 1000 sheets</b>														
a)	1	\$25.00	\$25.00	\$44.15	\$44.15	\$77.00	\$77.00	\$70.00	\$70.00	\$12.00	\$12.00	\$46.38	\$46.38	
b)	1	\$20.00	\$20.00	\$42.81	\$42.81	\$77.00	\$77.00	\$70.00	\$70.00	\$12.25	\$12.25	\$44.27	\$44.27	
c)	1	\$16.00	\$16.00	\$39.54	\$39.54	\$88.00	\$88.00	\$70.00	\$70.00	\$13.80	\$13.80	\$41.85	\$41.85	
d)	210	\$23.00	\$4,830.00	\$28.34	\$5,951.40	\$77.00	\$16,170.00	\$45.00	\$9,450.00	\$16.00	\$3,360.00	\$32.11	\$6,743.10	
e)	1	\$20.00	\$20.00	\$53.93	\$53.93	\$61.00	\$61.00	\$70.00	\$70.00	\$25.70	\$25.70	\$61.64	\$61.64	
f)	1	\$23.00	\$23.00	\$46.95	\$46.95	\$57.00	\$57.00	\$70.00	\$70.00	\$22.25	\$22.25	\$42.32%	\$0.42	
g)	1	\$179.00	\$179.00	\$83.59	\$83.59	\$252.00	\$252.00	\$300.00	\$300.00	\$212.00	\$212.00	\$243.67	\$243.67	
<b>2 FORMAT B per 1000 sheets</b>														
a)	49	\$47.00	\$2,303.00	\$69.11	\$3,386.39	\$196.00	\$9,604.00	\$45.00	\$2,205.00	\$24.50	\$1,200.50	\$53.70	\$2,631.30	
b)	22	\$34.00	\$748.00	\$63.48	\$1,396.56	\$196.00	\$4,312.00	\$44.00	\$968.00	\$24.75	\$544.50	\$47.16	\$1,037.52	
c)	23	\$32.00	\$736.00	\$59.75	\$1,374.25	\$208.00	\$4,784.00	\$43.00	\$989.00	\$27.35	\$629.05	\$44.92	\$1,033.16	
d)	350	\$36.00	\$12,600.00	\$34.33	\$12,015.50	\$196.00	\$68,600.00	\$40.00	\$14,000.00	\$20.55	\$7,192.50	\$36.78	\$12,873.00	
e)	65	\$34.00	\$2,210.00	\$88.84	\$5,774.60	\$141.00	\$9,165.00	\$35.00	\$2,275.00	\$53.60	\$3,484.00	\$59.15	\$3,844.75	
f)	58	\$42.00	\$2,436.00	\$74.81	\$4,338.98	\$114.00	\$6,612.00	\$28.00	\$1,624.00	\$46.47	\$2,695.26	\$49.76	\$2,886.08	
g)	4	\$245.00	\$980.00	\$155.07	\$620.28	\$536.00	\$2,144.00	\$390.00	\$1,560.00	\$512.00	\$2,048.00	\$418.43	\$1,673.72	
<b>TOTAL</b>														
			\$181,622.00	\$129,233.88	\$266,561.20	\$172,382.00	\$114,243.81	\$157,397.00						
<b>DISCOUNT</b>			2% \$3,632.44	0% \$0.00	0% \$0.00	2% \$3,447.64	0.50% \$571.22	0						
<b>NET TOTAL</b>			\$177,989.56	\$129,233.88	\$266,561.20	\$168,934.36	\$113,672.59	\$157,397.00						
<b>AWARDED</b>														

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ITEM		BASIS								
NUMBER	ITEM DESCRIPTION	OF AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
Category 2 Format C any trim over 24-1/2 x 40 up to 24-1/2 x 45										
I.	<b>COMPLETE PRODUCT:</b>									
A.	Makeready and/or Setup charges per printed side	5	\$575.00	\$2,875.00	\$750.00	\$3,750.00	\$1,097.00	\$5,485.00	\$807.33	\$4,036.65
B.	Running Rate per 1000 copies									
1	1,000 through 29,999 copies	23	\$299.00	\$6,877.00	\$418.77	\$9,631.71	\$248.00	\$5,704.00	\$321.92	\$7,404.16
2	30,000 through 59,999 copies	30	\$278.00	\$8,340.00	\$422.11	\$12,663.30	\$247.00	\$7,410.00	\$315.70	\$9,471.00
3	60,000 through 85,000 copies	60	\$265.00	\$15,900.00	\$419.90	\$25,194.00	\$246.50	\$14,790.00	\$310.47	\$18,628.20
II.	<b>ADDITIONAL OPERATIONS:</b>									
(a)	PDF Proof per complete form	5	\$90.00	\$450.00	\$0.00	\$0.00	\$75.00	\$375.00	\$55.00	\$275.00
(b)	Prior-to-production samples...5 samples per order	5	\$275.00	\$1,375.00	\$750.00	\$3,750.00	\$695.00	\$3,475.00	\$573.00	\$2,865.00
III.	<b>SHIPPING CHARGES:</b>									
A.	Pallets... per pallet	12	\$10.00	\$120.00	\$0.00	\$0.00	\$28.00	\$336.00	\$45.00	\$540.00
B.	Delivery F.O.B. Destination per 1,000 sheets									
a)	Zone 1: NY, CT, ME, MA, NH, NJ, RI, VT	1	\$60.00	\$60.00	\$222.00	\$222.00	\$177.00	\$177.00	\$153.00	\$153.00
b)	Zone 2: PA, DC, DE, KY, MD, OH, TN, VA, WV	1	\$43.00	\$43.00	\$194.00	\$194.00	\$230.00	\$230.00	\$155.00	\$155.00
c)	Zone 3: IL, AR, IN, IA, MI, MN, MO, WI	1	\$40.00	\$40.00	\$194.00	\$194.00	\$177.00	\$177.00	\$137.00	\$137.00
d)	Zone 4: GA, AL, FL, LA, MS, NC, SC	113	\$50.00	\$5,650.00	\$161.00	\$18,193.00	\$45.00	\$5,085.00	\$85.00	\$9,605.00
e)	Zone 5: CO, AZ, KS, MT, NE, NM, ND, OK, SD, TX, UT, WY	1	\$42.00	\$42.00	\$206.00	\$206.00	\$166.00	\$166.00	\$138.00	\$138.00
f)	Zone 6: CA, ID, NV, OR, WA	1	\$53.00	\$53.00	\$157.00	\$157.00	\$155.00	\$155.00	\$121.00	\$121.00
g)	Zone 7: AK, HI	1	\$280.00	\$280.00	\$480.00	\$480.00	\$300.00	\$300.00	\$353.00	\$353.00
<b>TOTAL</b>				<b>\$42,105.00</b>		<b>\$74,635.01</b>		<b>\$43,865.00</b>		<b>\$53,882.01</b>
<b>DISCOUNT</b>				2.00%	<b>\$842.10</b>	0.00%	<b>\$0.00</b>	2.00%	<b>\$877.30</b>	<b>\$0.00</b>
<b>NET TOTAL</b>					<b>\$41,262.90</b>		<b>\$74,635.01</b>		<b>\$42,987.70</b>	<b>\$53,882.01</b>
<b>AWARDED</b>										

## BID INVITATION

U.S. GOVERNMENT PUBLISHING OFFICE  
Atlanta, GA

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

### Multiple Law Enforcement Targets

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

Department of Homeland Security  
Federal Law Enforcement Training Centers, Various Departments and Agencies

### Single Award in each of Two Categories

**TERM OF CONTRACT:** The term of this contract is for the period beginning Date of Award and ending July 31, 2020, plus up to one (1) optional 12-month extension period that may be added in accordance with the "Option to Extend the Contract Term" clause in this contract.

NOTE: DIRECT ALL QUESTIONS CONCERNING THESE SPECIFICATIONS TO THE CONTRACT ADMINISTRATOR, RANDY HALLFORD AT (404) 605-9160, EXT. 32709, OR E-MAIL [rhalford@gpo.gov](mailto:rhalford@gpo.gov).

**BID OPENING:** Bids due by 2:00 p.m., prevailing Atlanta, GA time, on August 13, 2019.

**BID SUBMISSION:** Submit bid to: U.S. Government Publishing Office (GPO), Atlanta Regional Office, 3715 Northside Parkway NW, Suite 4-305, Atlanta, GA 30327. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Atlanta Regional Office Fax No. (404) 605-9185 or (404) 605-9186. The program number and bid opening date must be specified with the bid. Refer to Facsimile Bids in Solicitations Provisions of GPO Contract Terms, GPO Publication 310.2, as revised January 2018. TELEPHONE QUOTATIONS ARE NOT ACCEPTABLE.

**BIDDERS, PLEASE NOTE:** The GPO 910 Form is no longer required. Bidders are to fill out, sign/initial, as applicable, all pages of SECTION 4. – SCHEDULE OF PRICES.

THIS IS A NEW CONTRACT. No previous abstract is available.

All GPO publications referenced in these specifications are available on the internet via the GPO website, <http://www.contractorconnect.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 Publication 310.2, effective December 1, 1987 (Rev. 1-18)) and GPO Contract Terms, Quality Assurance through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 8-02)) available on the GPO website).

**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.

<u>Attribute</u>	<u>Specified Standard</u>	<u>*Alternate Standard</u>
P-7. Type Quality and Uniformity	Approved Proofs	File Setup
P-9. Solid and Screen Tint Color Match	Approved Proofs	Pantone Matching System

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

**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 two 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 Date of Award to July 31, 2020, 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 index “Commodities Less Food” under the Special Indexes category on “Table 2 –Consumer Price Index For All Urban Consumers (CPI-U): U.S. City Average, by expenditure category and commodity and service group” published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics.

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending 3 months prior to the beginning of the contract, 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 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. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

**PAYMENT:** Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address:  
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html> .

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/vendors/how-to-get-paid>.

**NOTE: CONTRACTOR BILLING MUST BE ITEMIZED PER THE SCHEDULE OF PRICES – SEE PAGES 12 THROUGH 17.**

**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 July 31, 2020, 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.

## SECTION 2.- SPECIFICATIONS

**SCOPE:** These specifications cover the production of posters (targets), requiring such operations as electronic prepress, proofs, printing, packing, and distribution.

**TITLE:** Various Targets

All percentages/approximations in these specifications are based upon past performance and/or projected needs, and are not to be construed as a guarantee of work.

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

**All ranges/percentages/etc. herein are based on past requirements and/or anticipated requirements and are NOT to be construed as a guarantee.**

**TRIM SIZE:** Various trim sizes will be ordered and paid for in their respective "Format" classifications as follows:

Format "A": 14 X 20".

Format "B": Any trim size over 14 X 20", up to and including 24-1/2 X 40".

Format "C": Any trim size over 24-1/2 X 40", up to and including 24-1/2 X 45".

**FREQUENCY OF ORDERS:** Approximately 22 orders per year

**QUANTITY:** Majority of quantities will range from 1,000 to 85,000 copies per order with an occasional order of up to 270,000 copies.

Format "A": Average 15,000 copies per order.

Format "B": Average 45,000 copies per order.

Format "C": Average 15,000 copies per order.

**NUMBER OF PAGES:** Most targets are Face Only with the exception of one Format "B" version which prints Head to Head in same ink color.

### **GOVERNMENT TO FURNISH:**

- Electronic print file (see "ELECTRONIC MEDIA").
- Two previous printed samples to be used as visual of furnished electronic file, stock match, color match, and margin/construction guide.
- Print orders (GPO Form 2511).
- GPO Carton Labeling and Marking Specifications.
- Performance Records: A *Delivery Information Report* will be furnished to the contractor. Information such as the GPO program, jacket, and print-order numbers, quantity, and date of shipment must be filled in by the contractor and faxed or emailed to Atlanta GPO (800-270-4758 or infoatlanta@gpo.gov) on the day shipment is due.

**ELECTRONIC MEDIA:**

- PLATFORM: Unknown

- STORAGE MEDIA: Electronic print file will be furnished via email, CD-R/DVD or contractor SFTP website, upon issue of each Print Order (GPO Form 2511).
- SOFTWARE: One InDesign, Adobe Illustrator, and/or Print Ready PDF file will be provided. All Adobe Acrobat and editing software upgrades (for specified applications) which may occur during the term of the contract must be supported by the contractor.
- COLOR(s): Identified as CMYK, RGB, Grayscale and/or Pantone Spot Color. If necessary, contractor to convert (i.e. print) to specified ink color, as indicated on the print order.
- FONTS: All fonts are provided.
- OUTPUT: 150 line screen / 1200 dpi or higher.

**ADDITIONAL INFORMATION:**

- Contractor must have the ability to edit PDF files (when furnished by the Government).
- Contractor is not to request that electronic files provided be converted to a different format. If contractor wishes to convert files to a different file format, the final output must be of the same or higher quality.
- The 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.
- 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 the finished product.
- 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 YOUR CONTRACT ADMINISTRATOR.
- THE CONTRACTOR SHALL CREATE/ALTER ANY NECESSARY TRAPPING, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.
- When PostScript Files are not furnished - prior to making revisions, the contractor shall copy the furnished files.
- UPON COMPLETION OF THIS ORDER, THE CONTRACTOR MUST FURNISH FINAL PRODUCTION NATIVE APPLICATION FILES (DIGITAL DELIVERABLE) AND ONE "PRESS QUALITY" PDF FILE WITH THE FURNISHED MEDIA. STORAGE MEDIA MUST BE MAC/PC COMPATIBLE. THE DIGITAL DELIVERABLES MUST BE AN EXACT REPRESENTATION OF THE FINAL 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.

**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.

**PROOFS:** Proofs will be required ONLY when indicated on the print order. If proofs are required, the type of proofs will be specified on the print order.

The contractor will be responsible for performing all necessary proofreading to insure that the proofs are in conformity with the copy submitted. Contractor is responsible for all costs incurred in the delivery and pickup of proofs.

Contractor furnished proof approval letters will not be recognized for proof approval/disapproval. Only GPO generated proof letters will be recognized for proof approval/disapproval. Contractor must not print prior to receipt of an "OK to print".

When required, proofs will be withheld not longer than THREE (3) workday(s) from date of receipt by the Government to receipt in contractor's plant (approval via email).

NOTE: The date of receipt by the Government is NOT considered the first workday.

- **PDF "SOFT" PROOF:** One PRESS QUALITY PDF proof (for content only) to be emailed to agency, as indicated on the print order. PDF proof must be ripped using the same Raster Image Processor (RIP) that will be used to produce the product. Proof **MUST** show color and contain all crop marks. **THIS PROOF WILL NOT BE USED/APPROVED FOR COLOR MATCH OR RESOLUTION.** NOTE: Contractor must call recipient to confirm receipt.

--OR--

-**PRIOR-TO-PRODUCTION SAMPLES:** The prior-to-production samples requirements for this contract is not less than FIVE (5) printed/constructed samples. Each sample shall be printed and constructed as specified and must be of the size, kind, and quality that the contractor will furnish.

Prior-to-production samples, when required, will deliver to Glynco, GA 31524. Complete address and contact information will be provided on the print order.

Prior-to-production samples will be inspected and tested and must comply with the specifications as to construction, kind, and quality of materials.

The Government will approve, conditionally approve, or disapprove the samples within THREE (3) workday(s) of the receipt thereof\*\*. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefore.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, 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. The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

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

Manufacture of the final product prior to approval of the samples submitted is at the contractor's risk. **SAMPLE(S) WILL NOT BE RETURNED TO THE CONTRACTOR UNLESS CHANGES ARE REQUIRED.** All costs, including the costs of all samples, shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

**STOCK/PAPER:**

JCP Code\* A61, White No. 1 Offset Book\*\*, Smooth-Finish, Basis Size 25 X 38", Basis Weight #60  
NOTE: Equal to JCP A61 with the exception of Brightness - a minimum 92 Brightness is required.

**PRINTING:**

Targets print one single color in either Black or Pantone spot color. Majority of targets print face only with the exception of one Format "B" version which prints head to head in same ink. No bleeds are required.

**INK:**

It is imperative that color indicated on the print order is used and proper color density is maintained throughout the run. These are qualification targets, and any color other than what is indicated on the print order or incorrect color density will negate any accreditation this target has gone through for students to qualify on.

If lithographic ink is used in the performance of this contract, the ink shall contain not less than the following percentages of vegetable oil: (a) news ink, 40 percent; (b) sheet-fed and forms ink, 20 percent; and (c) heat-set ink, 10 percent. High quality color process printing on high speed heat-set presses is excepted when slow drying time significantly increases production costs.

**MARGINS:** Adequate gripper. No bleeds required.

**BINDING:** Trim 4 sides.

**PACKING, LABELING AND MARKING:**

- Targets must be packed flat, 250 or 500 targets per cardboard box as indicated on the print order.
- Each box shall be marked for contents and target quantity.
- ALL cardboard target box edges/seams/corners (FULL LENGTH OF ALL SEAMS AND CORNERS) MUST be sealed securely with sealing tape (DO NOT USE STAPLES).
- Target boxes, shall be packed in number of stacks and boxes, as indicated on the print order, when palletized.
- When palletized, all edges and sides of the stacked target boxes, shall be even and squared when stacked on pallets.
  - When palletized, all corners of target boxes - top, bottom and sides - running horizontally and vertically must be protected using full length angle-board - to protect the full length of all edges from damage during shipment.
- Targets must be secured to the pallet with six (6) plastic bands total - three (3) lengthwise and three (3) widthwise.
- The entire pallet shall be wrapped in plastic - top, bottom and sides to protect from moisture during shipment and for storage purposes.
- Four (4) 8-1/2 x 11" labels MUST be provided under the plastic wrapping on each side of pallet, to indicate manufactures address information and quantity of boxes in the stack/pallet.
- For shipping, the vendor must adhere (OUTSIDE OF THE PLASTIC WRAPPING) a label that reads "DO NOT STACK ANY OTHER ITEMS ON TOP OF PALLET" to all four (4) sides of the pallet.

**DISTRIBUTION:** Most of the orders require the entire quantity (bulk shipment) to deliver f.o.b. destination to the address indicated on the individual print order. Occasionally, an order may have multiple destinations with quantities varying from 250 copies to 20,000 copies per destination. Most of the orders will deliver to California, New Mexico, District of Columbia, South Carolina, Georgia, and Maryland. See "Explanation of Shipping Zones" in Section 4 "Schedule of Prices".

Occasionally, a single shipment or several shipments to multiple locations may be required that fall outside of the specified shipping zones and will be require to deliver f.o.b. destination. Complete addresses and quantities will be furnished with the print order. Ship via most economical, traceable means. Contractor will be reimbursed for the actual shipping costs for orders that fall outside of the specified shipping zones by submitting a copy of the airbill with the contract modification request.

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

NOTE: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail. The subject line of this message shall be "Distribution Notice for Program 1410-S, 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.

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

**SCHEDULE:** Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511). NOTE: The print order, along with any requested changes to the form, will be emailed to the contractor. Contractor must acknowledge receipt of order by replying to order originator's email.

No definite schedule for pickup of material can be predetermined. Furnished material will be available for pickup upon notification by the Government.

The following schedules begin upon notification of the availability of print order and furnished material.

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

Orders requiring proofs:

	<u>WD After</u>
Contractor to submit proofs within .....	1-4
Contractor receives proof approval/changes from Gov't.....	1-3
Contractor must make complete production and delivery .....	*9-20

Orders without proofs:

	<u>WD After</u>
Contractor must make complete production and delivery .....	*2-15

\*The delivery date will be based on the needs of the Government, and will be indicated on the print order.

The ship/deliver date indicated on the print order is the date products ordered must be delivered to the destination specified.

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

Procurement under this solicitation will be divided into two categories as follows:

Category 1: Format "A": 14 X 20" and;

Format "B": Any trim size over 14 X 20", up to and including 24-1/2 X 40".

Category 2: Format "C": Any trim size over 24-1/2 X 40", up to and including 24-1/2 X 45".

The Government will make an award in each category since it is anticipated that one firm may not be able to meet all of the requirements. The lowest bid will be determined 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 during the term of the contract.

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

#### Category 1

I.	A.	(1)	(2)
		6	11
	B.		
	(a)	40	95
	(b)	30	60
	(c)	60	60
	(d)	90	360
II.	A.	17	
	B.		
	(1)	6	
	(2)	11	
III.	A.	112	
	B.	(1)	(2)
	(a)	1	49
	(b)	1	22
	(c)	1	23
	(d)	210	350
	(e)	1	65
	(f)	1	58
(g)	1	4	

#### Category 2

I.	A.	5	
	B.		
	(1)	23	
	(2)	30	
	(3)	60	
II.	A.	5	
	B.	5	

III.	A.	12
	B.	
	(a)	1
	(b)	1
	(c)	1
	(d)	113
	(e)	1
	(f)	1
	(g)	1

**SECTION 4.- SCHEDULE OF PRICES**

Bids offered are f.o.b. destination.

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. 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), N/A (Not Applicable), 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.

The contractor is cautioned not to perform any operation(s) or produce any product(s) for which a price has not been offered under the contract. Further, the contractor is not to accept print orders which are outside the scope of the contract. Any changes made to the print order MUST be confirmed in writing by the Contracting Officer, Atlanta GPO. If such orders are placed by the agency, and no Modification is received from the Atlanta GPO, the contractor is to notify GPO Atlanta immediately. Failure to do so may result in nonpayment.

**CONTRACTOR MUST INVOICE IN ACCORDANCE WITH THE SCHEDULE OF PRICES. FAILURE TO ITEMIZE IN ACCORDANCE WITH THE SCHEDULE OF PRICES MAY RESULT IN DELAYED PAYMENT.**

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

\*\*\*\*\*

**THIS SECTION FOR GPO USE ONLY**

Certified by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Initials)

Contracting Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(Initials)

\*\*\*\*\*

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

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

**The contractor is cautioned not to perform any operation(s) or produce any product(s) for which a price has not been offered under the contract. Further, the contractor is not to accept print orders which are outside the scope of the contract. Any changes made to the print order MUST be confirmed in writing by the Contracting Officer, Atlanta GPO. If such orders are placed by the agency, and no Modification is received from the Atlanta GPO, the contractor is to notify GPO Atlanta immediately. Failure to do so may result in nonpayment.**

Fractional parts of 1,000 will be prorated at a per 1,000 rate.

**Category 1  
 Format A & Format B**

**I. COMPLETE PRODUCT:** Prices offered shall include the cost of all required materials and operations necessary for the complete production of the product listed in accordance with these specifications, with the exception of Items II and III.

	Format A (1)	Format B (2)
A. Makeready and/or Setup Charges..... per printed side	\$ _____	\$ _____
B. Running Rate..... per 1,000 copies, per side		
(a) 1,000 through 29,999 copies.....	\$ _____	\$ _____
(b) 30,000 through 59,999 copies.....	\$ _____	\$ _____
(c) 60,000 through 89,999 copies.....	\$ _____	\$ _____
(d) 90,000 and over.....	\$ _____	\$ _____

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

A. PDF Proof .....	per complete form.....	\$ _____
B. Prior-to-production Samples		
(1) Format A.....	5 samples per order .....	\$ _____
(2) Format B.....	5 samples per order .....	\$ _____

**III. SHIPPING CHARGES:** The following charges cover the cost of shipping to destinations within each of the zones listed below. Reimbursement for transportation costs for all shipments will be made in accordance with the contractor's offered shipping charges. Bidder must submit a cost per 1,000 sheets for each zone as listed below. Failure to offer shipping charges to any of the zones will eliminate bidder from consideration for award. Shipping zones defined under "Explanation of Shipping Zones".

A. Pallets.....	per pallet.....	\$ _____
-----------------	-----------------	----------

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

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

B. Deliver F.O.B. Destination (see “Explanation of Shipping Zones” hereafter):

	Per 1,000 sheets	
	Format A	Format B
	(1)	(2)
(a) Zone 1: NY, CT, ME, MA, NH, NJ, RI, VT	\$ _____	\$ _____
(b) Zone 2: PA, DC, DE, KY, MD, OH, TN, VA, WV	\$ _____	\$ _____
(c) Zone 3: IL, AR, IN, IA, MI, MN, MO, WI	\$ _____	\$ _____
(d) Zone 4: GA, AL, FL, LA, MS, NC, SC	\$ _____	\$ _____
(e) Zone 5: CO, AZ, KS, MT, NE, NM, ND, OK, SD, TX, UT, WY	\$ _____	\$ _____
(f) Zone 6: CA, ID, NV, OR, WA	\$ _____	\$ _____
(g) Zone 7: AK, HI	\$ _____	\$ _____

**EXPLANATION OF SHIPPING ZONES:** Destinations which are located within the various states will fall within one of the zones, as defined hereinafter:

Zone 1: New York, Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, Rhode Island, and Vermont

Zone 2: Pennsylvania, District of Columbia, Delaware, Kentucky, Maryland (except Suitland), Ohio Tennessee, Virginia, and West Virginia

Zone 3: Illinois, Arkansas, Indiana, Iowa, Michigan, Minnesota, Missouri, and Wisconsin

Zone 4: Georgia, Alabama, Florida, Louisiana, Mississippi, North Carolina, and South Carolina

Zone 5: Colorado, Arizona, Kansas, Montana, Nebraska, New Mexico, North Dakota, Oklahoma, South Dakota, Texas, Utah, and Wyoming

Zone 6: California, Idaho, Nevada, Oregon, and Washington

Zone 7: Alaska and Hawaii

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

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

Category 2  
Format C

**I. COMPLETE PRODUCT:** Prices offered shall include the cost of all required materials and operations necessary for the complete production of the product listed in accordance with these specifications, with the exception of Items II and III.

- A. Makeready and/or Setup Charges ..... \$ \_\_\_\_\_
- B. Running Rate..... per 1,000 copies
  - (1) 1,000 through 29,999 copies ..... \$ \_\_\_\_\_
  - (2) 30,000 through 59,999 copies ..... \$ \_\_\_\_\_
  - (3) 60,000 through 85,000 copies ..... \$ \_\_\_\_\_

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

- A. PDF Proof .....per complete form ..... \$ \_\_\_\_\_
- B. Prior-to-production Samples.....5 samples per order ..... \$ \_\_\_\_\_

**III. SHIPPING CHARGES:** The following charges cover the cost of shipping to destinations within each of the zones listed below. Reimbursement for transportation costs for all shipments will be made in accordance with the contractor's offered shipping charges. Bidder must submit a cost per 1,000 sheets for each zone as listed below. Failure to offer shipping charges to any of the zones will eliminate bidder from consideration for award. Shipping zones defined under "Explanation of Shipping Zones".

- A. Pallets.....per pallet..... \$ \_\_\_\_\_
- B. Deliver F.O.B. Destination (see "Explanation of Shipping Zones" hereafter):
 

	Per 1,000 sheets
(a) Zone 1: NY, CT, ME, MA, NH, NJ, RI, VT	\$ _____
(b) Zone 2: PA, DC, DE, KY, MD, OH, TN, VA, WV	\$ _____
(c) Zone 3: IL, AR, IN, IA, MI, MN, MO, WI	\$ _____
(d) Zone 4: GA, AL, FL, LA, MS, NC, SC	\$ _____
(e) Zone 5: CO, AZ, KS, MT, NE, NM, ND, OK, SD, TX, UT, WY	\$ _____
(f) Zone 6: CA, ID, NV, OR, WA	\$ _____
(g) Zone 7: AK, HI	\$ _____

**EXPLANATION OF SHIPPING ZONES:** Destinations which are located within the various states will fall within one of the zones, as defined hereinafter:

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

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

- Zone 1: New York, Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, Rhode Island, and Vermont
- Zone 2: Pennsylvania, District of Columbia, Delaware, Kentucky, Maryland (except Suitland), Ohio Tennessee, Virginia, and West Virginia
- Zone 3: Illinois, Arkansas, Indiana, Iowa, Michigan, Minnesota, Missouri, and Wisconsin
- Zone 4: Georgia, Alabama, Florida, Louisiana, Mississippi, North Carolina, and South Carolina
- Zone 5: Colorado, Arizona, Kansas, Montana, Nebraska, New Mexico, North Dakota, Oklahoma, South Dakota, Texas, Utah, and Wyoming
- Zone 6: California, Idaho, Nevada, Oregon, and Washington
- Zone 7: Alaska and Hawaii

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(Initials)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

**SHIPMENT(S):** Shipments will be made from: City \_\_\_\_\_, State \_\_\_\_\_

The city(ies) indicated above will be used for evaluation of transportation charges when shipment f.o.b. contractor’s city is specified. If no shipping point is indicated above, it will be deemed that the bidder has selected the city and state shown below in the address block, and the bid will be evaluated and the contract awarded on that basis. If shipment is not made from evaluation point, the contractor will be responsible for any additional shipping costs incurred.

**DISCOUNTS:** Discounts are offered for payment as follows: \_\_\_\_\_ Percent, \_\_\_\_\_ calendar days. See Article 12 “Discounts” of Solicitation Provisions in GPO Contract Terms (Publication 310.2).

**AMENDMENT(S):** Bidder hereby acknowledges amendment(s) number(ed) \_\_\_\_\_

**BID ACCEPTANCE PERIOD:** In compliance with the above, the undersigned agree, if this bid is accepted within \_\_\_\_\_ calendar days (60 calendar days unless a different period is inserted by the bidder) from the date for receipt of bids, to furnish the specified items at the price set opposite each item, delivered at the designated points(s), in exact accordance with specifications.

NOTE: Failure to provide a 60-day bid acceptance period may result in expiration of the bid prior to award.

**BIDDER’S NAME AND SIGNATURE:** Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms-Publication 310.2. When responding by fax or mail, fill out and return one copy of all pages in “SECTION 4. – SCHEDULE OF PRICES,” including initialing/signing where indicated.

Failure to sign the signature block below may result in the bid being declared non-responsive.

Bidder \_\_\_\_\_  
(Contractor Name) (GPO Contractor’s Code)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City – State – Zip Code)

By \_\_\_\_\_  
(Printed Name, Signature, and Title of Person Authorized to Sign this Bid) (Date)

\_\_\_\_\_  
(Person to be Contacted) (Telephone Number) (Email)

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

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)