

ITEM NO.	DESCRIPTION	BASIS OF AWARD	UNIT RATE	COST
I.	Print/Cut to Size/Proofs/Del to J'ville, IN and Suitland, MD			
A.	Printing 100 to 4,999 Copies:			
1.	Printing Face Side:			
(a)	Single ink color, per form			
(1)	Makeready/Setup...Format A	3	500.00	1,500.00
(2)	Makeready/Setup...Format B	95	500.00	47,500.00
(3)	Makeready/Setup...Format C	2	500.00	1,000.00
(4)	Running per 100 forms...Format A	72	9.02	649.44
(5)	Running per 100 forms...Format B	1,958	8.15	16,016.44
(6)	Running per 100 forms...Format C	56	10.14	567.84
(b)	4-color process, per form			
(2)	Makeready/Setup...Format B	66	750.00	49,500.00
(5)	Running per 100 forms...Format B	1,018	10.15	10,332.70
2.	Printing Back Side:			
(a)	Single ink color, per form			
(1)	Makeready/Setup...Format A	1	24.50	24.50
(2)	Makeready/Setup...Format B	63	24.50	1,543.50
(3)	Makeready/Setup...Format C	2	24.50	49.00
(4)	Running per 100 forms...Format A	40	0.40	16.00
(5)	Running per 100 forms...Format B	1,456	0.36	524.16
(6)	Running per 100 forms...Format C	56	0.46	25.76
(b)	4-color process, per form			
(2)	Makeready/Setup...Format B	20	84.00	1,680.00
(5)	Running per 100 forms...Format B	308	2.27	699.16
3.	Add'l Colors/Varnish, per color/varnish, per side, per form			
(2)	Makeready/Setup...Format B	18	24.50	441.00
(3)	Makeready/Setup...Format C	2	24.50	49.00
(5)	Running per 100 forms...Format B	693	0.40	277.20
(6)	Running per 100 forms...Format C	56	0.49	27.44
B.	Printing 5,000 to 49,999 Copies:			
1.	Printing Face Side:			
(a)	Single ink color, per form			
(1)	Makeready/Setup...Format A	1	500.00	500.00
(2)	Makeready/Setup...Format B	111	500.00	55,500.00
(3)	Makeready/Setup...Format C	1	500.00	500.00
(4)	Running per 100 forms...Format A	55	1.39	76.45
(5)	Running per 100 forms...Format B	15,381	1.50	23,071.50
(6)	Running per 100 forms...Format C	292	2.23	651.16
(b)	4-color process, per form			
(1)	Makeready/Setup...Format A	3	750.00	2,250.00
(2)	Makeready/Setup...Format B	31	750.00	23,250.00
(3)	Makeready/Setup...Format C	1	750.00	750.00
(4)	Running per 100 forms...Format A	392	1.49	584.08
(5)	Running per 100 forms...Format B	4,986	1.89	9,423.54
(6)	Running per 100 forms...Format C	160	3.96	633.60
2.	Printing Back Side:			
(a)	Single ink color, per form			
(2)	Makeready/Setup...Format B	68	24.50	1,666.00
(3)	Makeready/Setup...Format C	1	24.50	24.50
(5)	Running per 100 forms...Format B	13,359	0.06	801.54
(6)	Running per 100 forms...Format C	292	0.04	11.68
(b)	4-color process, per form			
(1)	Makeready/Setup...Format A	3	84.00	252.00
(2)	Makeready/Setup...Format B	25	84.00	2,100.00
(3)	Makeready/Setup...Format C	1	84.00	84.00
(4)	Running per 100 forms...Format A	392	0.73	286.16
(5)	Running per 100 forms...Format B	4,486	1.26	5,652.36
(6)	Running per 100 forms...Format C	160	2.62	419.20
3.	Add'l Colors/Varnish, per color/varnish, per side, per form			
(2)	Makeready/Setup...Format B	97	24.50	2,376.50
(5)	Running per 100 forms...Format B	11,798	0.08	943.84
C.	Printing 50,000 to 249,999 copies:			
1.	Printing Face Side:			
(a)	Single ink color, per form			
(2)	Makeready/Setup...Format B	14	500.00	7,000.00
(5)	Running per 100 forms...Format B	19,510	1.12	21,851.20
(b)	4-color process, per form			
(2)	Makeready/Setup...Format B	15	750.00	11,250.00
(3)	Makeready/Setup...Format C	1	750.00	750.00
(5)	Running per 100 forms...Format B	13,410	1.40	18,774.00
(6)	Running per 100 forms...Format C	1,400	3.40	4,760.00
2.	Printing Back Side:			
(a)	Single ink color, per form			
(2)	Makeready/Setup...Format B	6	24.50	147.00
(5)	Running per 100 forms...Format B	9,285	0.02	185.70
(b)	4-color process, per form			
(2)	Makeready/Setup...Format B	10	84.00	840.00
(3)	Makeready/Setup...Format C	1	84.00	84.00
(5)	Running per 100 forms...Format B	10,910	0.82	8,946.20
(6)	Running per 100 forms...Format C	1,400	2.09	2,926.00
3.	Add'l Colors/Varnish, per color/varnish, per side, per form			
(2)	Makeready/Setup...Format B	17	24.50	416.50
(5)	Running per 100 forms...Format B	15,291	0.04	611.64
D.	Printing 250,000 to 999,999 copies			
1.	Printing Face Side:			
(a)	Single ink color, per form			
(2)	Makeready/Setup...Format B	11	500.00	5,500.00
(5)	Running per 100 forms...Format B	51,385	1.04	53,440.40
(b)	4-color process, per form			
(2)	Makeready/Setup...Format B	6	750.00	4,500.00
(3)	Makeready/Setup...Format C	1	750.00	750.00
(5)	Running per 100 forms...Format B	21,216	1.39	29,490.24
(6)	Running per 100 forms...Format C	2,870	3.13	8,983.10
2.	Printing Back Side:			
(a)	Single ink color, per form			
(2)	Makeready/Setup...Format B	4	24.50	98.00
(5)	Running per 100 forms...Format B	19,510	0.01	195.10
(b)	4-color process, per form			
(2)	Makeready/Setup...Format B	6	84.00	504.00
(3)	Makeready/Setup...Format C	1	252.00	252.00
(5)	Running per 100 forms...Format B	21,216	0.81	17,184.96
(6)	Running per 100 forms...Format C	2,870	1.84	5,280.80
3.	Add'l Colors/Varnish, per color/varnish, per side, per form			
(2)	Makeready/Setup...Format B	15	24.50	367.50
(5)	Running per 100 forms...Format B	27,260	0.03	817.80
E.	Printing 1,000,000 to 10,000,000 copies			
1.	Printing Face Side:			
(a)	Single ink color, per form			
(2)	Makeready/Setup...Format B	2	500.00	1,000.00
(5)	Running per 100 forms...Format B	25,000	0.99	24,750.00
2.	Printing Back Side:			
(a)	Single ink color, per form			
(2)	Makeready/Setup...Format B	1	24.50	24.50
(5)	Running per 100 forms...Format B	15,000	0.01	150.00
3.	Add'l Colors/Varnish, per color/varnish, per side, per form			
(2)	Makeready/Setup...Format B	1	24.50	24.50
(5)	Running per 100 forms...Format B	10,000	0.03	300.00
II.	Stock/Paper:			
(a)	White Uncoated Text (50-lb.)			
(2)	Format B...per 100 leaves	88,368	0.99	87,484.32
(b)	White Gloss-Coated Text (70-lb.)			
(2)	Format B...per 100 leaves	42,851	2.08	89,130.08
(3)	Format C...per 100 leaves	4,758	5.54	26,359.32
(c)	White Writing (20-lb.)			
(1)	Format A...per 100 leaves	2	0.50	1.00
(2)	Format B...per 100 leaves	2,500	0.99	2,475.00
(3)	Format C...per 100 leaves	2	2.64	5.28
(d)	White 24% Bond, 50% Recycled (20-lb.) or White 25% Bond, (20 lbs.)			
(2)	Format B...per 100 leaves	32,086	3.54	113,584.44
(e)	White Index (110-lb.)			
(1)	Format A...per 100 leaves	115	2.47	284.05
(2)	Format B...per 100 leaves	1,167	4.93	5,753.31
(3)	Format C...per 100 leaves	18	13.13	236.34
(f)	White Litho (Gloss) Coated Cover (80-lb.)			
(1)	Format A...per 100 leaves	392	2.44	956.48
(2)	Format B...per 100 leaves	1,231	4.86	5,982.66
(g)	Colored Vellum-Finish Cover (65-lb.)			
(1)	Format A...per 100 leaves	10	2.45	24.50
(h)	White Matte Coated Cover (80-lb.)			
(2)	Format B...per 100 leaves	661	4.86	3,212.46
III.	Additional Operations:			
(a)	Embedded Fonts...per file	8	35.00	280.00
(b)	Inkjet Proofs, (2 sets of proofs per item):			
(1)	Format A...per item	3	12.50	37.50
(2)	Format B...per item	12	12.50	150.00
(3)	Format C...per item	2	12.50	25.00
(c)	PDF Proofs, per item	331	2.00	662.00
(d)	Perforating (slit or slot)...per 100 leaves	15,000	0.15	2,250.00
(e)	Laminating...per 100 leaves			
(1)	Format A...per 100 leaves	77	9.75	750.75
(2)	Format B...per 100 leaves	326	25.00	8,150.00
(3)	Format C...per 100 leaves	403	30.00	12,090.00
(f)	Folding, per 100 leaves	34,623	2.82	97,636.86
(g)	Padding, per pad	15,000	1.13	16,950.00
(h)	Shrink-film wrap			
(1)	Format A...per package	375	0.30	112.50
(2)	Format B...per package	119,612	0.30	35,883.60
(3)	Format C...per package	1,546	0.30	463.80
IV.	Pallets and Deliver f.o.b. Destination by Traceable Means:			
1.	Pallets...per pallet	101	14.00	1,414.00
2.	Deliver F.O.B. Destination:			
(a)	Zone 1...per 10 lbs.	3,179	6.60	20,981.40
(b)	Zone 2...per 10 lbs.	3,300	4.40	14,520.00
(c)	Zone 3...per 10 lbs.	3,266	4.95	16,166.70
(d)	Zone 4...per 10 lbs.	3,282	5.78	18,969.96
(e)	Zone 5...per 10 lbs.	3,064	7.70	23,592.80
(f)	Zone 6...per 10 lbs.	3,144	7.98	25,089.12
V.	PREMIUM PAYMENTS:			
(a)	Percentage increase for accelerated schedule		5.00%	40.00%
Subtotal				\$1,128,051.62
Stock/Paper				\$335,489.24
Subtotal Minus Stock/Paper				\$792,562.38
Premium Payment up to 49,999 copies I.A. and I.B.				\$249,613.47
5% Accelerated Production Schedule				\$12,480.67
Accelerated Production Schedule Premium Payment				\$4,992.27
Total Plus Accelerated Production Schedule Premium Payment				\$1,133,043.89
Prompt Payment Discount			0.20%	\$2,266.09
Discounted Total			20 Days:	\$1,130,777.80
Abstracted by: Teri Shoffstall on 6/15/2022				
Verified by: Russ Woodmancy on 6/15/2022				
Awarded to: NPC, Inc.				

June 8, 2022

This is Amendment No. 1. The specifications in our invitation for bids on Program 2584-S, scheduled for opening at June 10, 2022 at 11:00 AM (EDT), are amended as follows:

1. The bid opening date is extended to June 14, 2022 at 11:00 AM
2. On page 9 of the contract specifications, under "STOCK/PAPER", line 9, change to
"Contractors Option to use White 25% Bond, 50% Recycled, basis weight: 20 lbs. per 500 sheets, 17 x 22, equal to JCP Code G45, Eagle Watermark is optional.
Or;
White 25% Bond, basis weight: 20 lbs., per 500 sheets, 17 x 22", equal to JCP Code G40, Eagle Watermark is optional."
3. On page 20, under "II. STOCK/PAPER:", (d), add:
"or; White 25% Bond, (20 lbs.)"
4. On page 1, under "TERM OF CONTRACT", change to:
"The term of this contract is for a 1-year period, July 1, 2022 through June 30, 2023."

All other specifications remain the same.

If amendment is not acknowledged on bid, direct acknowledgement to:

U.S. Government Publishing Office
Columbus Regional Office
1335 Dublin Road, Suite 112-B
Columbus, OH 43215-7034

Amended bid or acknowledgement must be submitted using the method(s) specified in the solicitation for bid submission. Telephone or e-mail submission is not acceptable.

BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO BID OPENING.

Failure to acknowledge receipt of amendment, by amendment number, prior to bid-opening time, may be reason for bid being declared nonresponsive.

Sincerely,

WILLIAM M. LANSKY
Contracting Officer

WL/ts

U.S. GOVERNMENT PUBLISHING OFFICE
Columbus, Ohio
GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS
For the Procurement of
Census Miscellaneous Letters, Forms, and Flyers
as requisitioned from the U.S. Government Publishing Office (GPO) for
Department of Commerce (Census) – Suitland, Maryland
Single Award

TERM OF CONTRACT

The term of this contract is for 1-year period, July 1, 2022 through June 31, 2023.

BID OPENING:

Bids shall be publicly opened at 11:00 AM., prevailing Columbus, Ohio time on June 10, 2022. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

BID SUBMISSION:

Bidders MUST submit email bids to bidscolumbus@gpo.gov for this solicitation. No other method of bid submission will be accepted at this time. The company name, program number, and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after 11:00 a.m. prevailing Columbus, Ohio time on the bid opening date specified above will not be considered for award.

BIDDERS PLEASE NOTE:

Significant revisions have been made. Bidders are cautioned to familiarize themselves with all provisions of this contract before bidding. Abstracts of contract prices are available at <https://www.gpo.gov/how-to-work-with-us/vendors/contract-pricing>. For information of a technical nature contact Teri Shoffstall by phone at (614) 488-4616, ext. 6 (No collect calls), or email tshoffstall@gpo.gov.

ADDITIONAL EMAILED BID SUBMISSION PROVISIONS:

The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed bid including, but not limited to, the following –

1. Illegibility of bid.
2. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
3. The bidder's email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO's stated limit.
4. When the email bid is received by GPO, it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the emailed bid prior to bid opening. GPO will use the prevailing Columbus, Ohio time and the exact time that the email is received by GPO's email server as the official time stamp for bid receipt at the specified location

SECTION 1. – GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS:

Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Pub. 310.2, effective December 1, 1987 (Rev. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Pub. 310.1, effective May 1979 (Rev. 09-19)).

GPO Contract Terms (GPO Publication 310.2) is available at the following web address:

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>

GPO QATAP (GPO Publication 310.1) is available at the following web address:

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>

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.
- (c) Exceptions: MARGINS MUST BE WITHIN (PLUS/MINUS) 1/32".

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	Approved Proofs/Furnished File
P-8. Halftone Match	Approved Proofs/Furnished File
P-9. Solid and Screen Tint Color Match	Approved Proofs/Pantone Matching System
P-10. Process Color Match	Approved Proofs/Furnished File

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.

PAPER PRICE ADJUSTMENT:

Paper prices charged under this contract will be adjusted in accordance with "Table 9 – Producer Price Indexes and Percent Changes for Commodity Groupings and Individual Items" in Producer Price Indexes report, published by the Bureau of Labor Statistics (BLS), as follows:

1. BLS code 0913 for "All Paper" will apply to all paper required under this contract.
2. The applicable index figures for the month of **July 2022** will establish the base index.
3. There shall be no price adjustment for the first three months of the contract.

4. Price adjustments may be monthly thereafter, but only if the index varies by an amount (plus or minus) exceeding 5% by comparing the base index to the index for that month which is two months prior to the month being considered for adjustment.
5. Beginning with order placement in the fourth month, index variances will be calculated in accordance with the following formula:

$$\frac{X - \text{base index}}{\text{base index}} \times 100 = _ \%$$

where X = the index for that month which is two months prior to the month being considered for adjustment.

6. The contract adjustment amount, if any, will be the percentage calculated in 5 above less 5%.
7. Adjustments under this clause will be applied to the contractor's bid price(s) for line items under "Item II. STOCK/PAPER" in the Schedule of Prices and will be effective on the first day of any month for which prices are to be adjusted.

The Contracting Officer will give written notice to the contractor of any adjustments to be applied to invoices for orders placed during months affected by this clause.

In no event, however, will any price adjustment be made which would exceed the maximum permissible under any law in effect at the time of the adjustment. The adjustment, if any, shall not be based upon the actual change in cost to the contractor, but shall be computed as provided above.

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

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.

ASSIGNMENT OF JACKETS, PURCHASE ORDER, 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.

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 **July 1, 2022 through June 30, 2023** 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” upon notification by the Government for purposes of the contract when it is electronically transmitted or otherwise physically 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(s) 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(s), 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(s) within the time specified in the order, and the rights and obligations of the contractor(s) 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(s) 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:

Contractors are to report information regarding each order for compliance reporting purposes and include date of delivery (or shipment if applicable) for proofs and delivery schedules in accordance with the contract requirements by contacting Columbus RO via e-mail to trackcolumbus@gpo.gov, or by calling (614) 488-4616, ext. 6, or by faxing to (614) 488-4577. Personnel receiving e-mail, phone call, or fax may be unable to respond to questions of a technical nature or transfer any inquiries.

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>.

Vendors are expected to submit invoices within 30 days of job shipping/delivery. 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’s billing invoice must be itemized in accordance with the line items in the “SECTION 4 SCHEDULE OF PRICES.”

SECTION 2. – SPECIFICATIONS

SCOPE These specifications cover the production of miscellaneous letters, forms, and flyers requiring such operations as copy pick-up, electronic prepress, proofs, reproducibles, printing in single ink plus spot colors and/or 4-color process, binding, packing, and distribution.

TITLE

Census Miscellaneous Letters, Forms, and Flyers.

Number of Orders

Based on prior year anticipated usage is approximately 232 orders.

Quantity

Approximately 100 to 10,000,000 copies per order.

Quantity Range	Format	Estimated Quantities
100 to 4,999 Copies	A	7,160
	B	297,575
	C	5,600
5,000 to 49,999 Copies	A	44,675
	B	2,036,670
	C	45,200
50,000 to 249,999 Copies	A	0
	B	3,292,031
	C	140,000
250,000 to 999,999 Copies	A	0
	B	7,260,121
	C	287,000
1,000,000 to 10,000,000 Copies	A	0
	B	2,500,002
	C	0

- Format “A”: Any trim size up to and including 5-1/2 x 8-1/2”.
- Format “B”: Any trim size over 5-1/2 x 8-1/2” up to and including 8-1/2 x 11”.
- Format “C”: Any trim size over 8-1/2 x 11” up to and including 11 x 25-1/2”.

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Number of Pages

Face only or face and back. Anticipate most orders will print face and back.

Trim Sizes/Form

Various trim sizes (portrait and landscape orientation) will be ordered and paid for in their respective "Format" classification as follows:

- Format "A": Any trim size up to and including 5-1/2 x 8-1/2".
- Format "B": Any trim size over 5-1/2 x 8-1/2" up to and including 8-1/2 x 11".
- Format "C": Any trim size over 8-1/2 x 11" up to and including 11 x 25-1/2".

Quantity Range Per Form	Format	Single to 3 Ink Colors	4-Color Process
100 to 4,999 Copies	A	3	0
	B	95	66
	C	2	0
5,000 to 49,999 Copies	A	1	3
	B	111	31
	C	1	1
50,000 to 249,999 Copies	A	0	0
	B	14	15
	C	0	1
250,000 to 999,999 Copies	A	0	0
	B	11	7
	C	0	1
1,000,000 to 10,000,000 Copies	A	0	0
	B	2	0
	C	0	0

NO QUANTITY VARIATION ALLOWED.

Orders with Versions

Anticipate approximately 27 orders with multiple versions. When orders are placed with multiple versions, 6 versions are likely, however other variations of multiple version orders are possible.

Each version prints same information throughout, no variable. Majority of orders with versions will require different print on face and common print on the back. An occasional order with versions may require different print for both the face and back.

Most multiple version orders print black + 1-color on face, and black only on back.

A few orders with multiple versions will require face only printing, black + 1 color.

Government to Furnish

PDF files sent via e-mail.

Files created on Windows version 10 or higher, Adobe Creative Cloud, Amgraf One Form Designer Plus.

Fonts

All screen and printer fonts will be furnished or embedded in files. 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. **An occasional order may require the contractor to embed the fonts into the electronic file.**

Electronic Prepress

Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to GPO Columbus Regional Office Contracting Officer at (614) 488-4616, ext. 0.

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.

Forms

The following forms will be furnished at time of award or with individual order:

- Print Orders (GPO Form 2511)
- Delivery/Shipping Status Report Form
- Form 905 (R. 3/90) "Labeling and Marking Specifications"
- GPO Form 952, "Desktop Publishing – Disk Information"
- Distribution List(s)
- Selection Certificates and Blue Labels

Markings

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except form number and revision date, carried on copy/file must not print on finished product.

NOTE: Exception to GPO Contract Terms 310.2: GPO Imprint Line NOT to appear 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.

When required by the Government, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions. Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

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.

PROOFS:

Majority of orders will require an Electronic Soft PDF Proof. Orders will also be placed that require Inkjet Proofs.

Inkjet Proofs

2-set(s) of inkjet proofs that are G7 profiled and use pigment based inks. A proofing RIP that provides an option for high quality color matching (such as Device Links Technology and/or ICC Profiles Technology", and meets or exceeds industry tolerance to ISO 12647-7 Standard for Graphic Technology (as of 3/19/09, and future amendments) must be utilized plus GRACoL 2006 Coated #1 specifications (CGATS TR006) must be achieved. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy. IDEAlliance ISO 12647-7 Control Strip 2009 or 2013 (i1).

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, and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, 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 together with the furnished media (including visual when applicable) to the individual(s) identified on the print order. All packages containing proofs must be clearly marked on the outside as "PROOFS", and contain the GPO Program Number, Print Order Number, and Publication Title.

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Electronic Soft (PDF) Proofs:

Contractor to e-mail soft proof to the address indicated on print order and courtesy copy tshoffstall@gpo.gov with the subject line indicating "PROOF" along with Program number 2584-S and the Print Order number. The "Press Quality" PDF "soft" proof is for content only, and must use the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow, image position, and color breaks. Proof will not be used for color match.

Proof Notification/Issuance:

Contractor to email the individual(s) identified on the print order and courtesy copy tshoffstall@gpo.gov when proofs are issued to the agency. The subject line of the email must include "PROOFS", Program 2584-S, and Print Order Number.

When Inkjet Proofs are issued, the email must provide the carrier service and tracking number.

In addition, if the proofs are not returned by the department within the specified time the contractor must email proof of delivery for the issued proof and notify tshoffstall@gpo.gov that a response has not been received

All Proofs:

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 17 (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.

The contractor must not print prior to receipt of an "Okay to Print".

STOCK/PAPER:

The specifications of all stock/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. 13" dated September 2019.

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

White Uncoated Text, 50 lbs. per 500 sheets, basis size 25 x 38", equal to JCP Code A60.

White Gloss-Coated Text, 70 lbs. per 500 sheets, basis size 25 x 38", equal to JCP Code A180.

White Writing, 20 lbs. per 500 sheets, basis size 17 x 22", equal to JCP Code D10

White 25% Bond, 50% Recycled, 20 lbs. per 500 sheets, basis size 17 x 22", equal to JCP Code G45. EAGLE WATERMARK IS REQUIRED.

White Index, 110 lbs. per 500 sheets, basis size 25-1/2 x 30-1/2", equal to JCP Code K10.

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

Colored Vellum-Finish Cover (colors: blue, green, yellow, orange, and tan), 65 lbs. per 500 sheets, basis size 20 x 26", equal to JCP Code L20.

White Matte-Coated Cover, 80 lbs. per 500 sheets, basis size 20 x 26", equal to JCP Code L50.

PRINTING:

At contractor's option, the product may be produced via inkjet digital printing provided that Quality Level III standards are maintained. Final output must be wet ink, pigment-based. Dry ink/toner printing is not acceptable. Output must be at a minimum resolution of 720 x 360 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

Orders print face only or face and back in single ink color and up to two additional ink colors. Contractor to match Pantone number(s) indicated on the individual print order.

When orders print one to three Pantone ink colors, contractor has the option to build (simulate) using process pigment color ink set (whether 4-color to 10-color set or more) to match Pantone ink colors. Contractor invoice must reflect line item pricing per ink color up to a total of 3 ink colors.

An occasional order, after printing, will require the entire area of both sides to be coated with a clear non-yellowing varnish or aqueous coating.

Margins

Margins will be as indicated on the print order or PDF file and must be within (plus/minus) 1/32". Some orders will bleed up to 4 sides. Contractor to create bleeds.

Binding/Finishing

Trim four sides and bind/finish as indicated on the individual print order.

Perforating

When so indicated on the individual print order, occasional form(s) will require one or more perforations (usually one), vertical, horizontal or a combination of both and/or perforate on the fold.

Laminating

When required, laminate both sides (entire area) of letter, form, or flyer with 1.5 to 3 mil laminate and trim flush.

Folding Forms

Fold up to four parallel folds. Fold as indicated on the individual print order. Score all folds prior to folding when orders print on cover stocks (equal to JCP Codes K10, L10, L20, and L50). No additional charge will be allowed for scoring on fold. Items requiring folding will not require laminating.

Padding

Pad forms in quantities and position (usually top or left dimension) as specified on individual print order. Gum and crush or any suitable padding compound may be used (anticipate 50 or 100 leaves per pad). Backboards must be .020" chipboard, newsboard or equal. Maximum padding size is 11 x 17".

PACKING**Shrink-Film Packaging**

When indicated on the individual print order, shrink-film wrap in quantities specified (usually 25, 50, 100, 150, 200, 250, or 500 leaves per package). Chipboard or newsboard backer to be 0.020" minimum.

Each package must contain an appropriate slip identifying the title, form number, and quantity contained in the package. The slip must be affixed to the top or end of the package.

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Packages/Containers

Pack in cushioned shipping bags and shipping containers/bundles furnished by the contractor. Containers are not to exceed 45 pounds 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.

Pallets/Palletizing

The contractor will be required to furnish pallets for bulk shipments, in shipping containers, when the containers fill two layers or more on the pallet. Maximum gross weight 2,000 lbs.

Wood pallets are required with un-notched solid stringers allowing entry only from the ends. Pallets shall not have deck boards that overhang from outside edge of stringer. Plastic or pressboard pallets are not acceptable. Pallets must measure 48" x 42" (stringer measurement shall be the 48" dimension). Full two-sided entry on the 42" width dimension required. The entire pallet shall be shrink-wrapped (including top and bottom). Maximum height allowance (including pallet) must not exceed 48".

Cartons shall be of the appropriate dimensions so as to be stacked on the pallets, so that the length of each carton runs in the opposite direction to the row of cartons beneath/above, (i.e., interlocking 90-degree palletizing scheme), with carton labels facing out. Carton dimensions shall allow for this interlocking 90-degree palletizing scheme. The interlocking 90-degree palletizing scheme must ensure all rows on all pallets are of the same dimensions. Pallets with overhanging cartons or row will not be accepted.

Labeling and Marking:

Refer to Contract Terms and furnished Form 905. Noncompliance with labeling and marking specifications may be cause for the Government to reject the shipment, at destination, and return it to the contractor at his expense. After giving notice of the deficiency and affording the contractor an opportunity and a reasonable time to correct, the Government may, at its option, relabel and/or remark in accordance with the specifications and charge all costs to the contractor.

Departmental Random Copies (Blue Label)

All orders must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to certify that copies were selected as directed using GPO Form 917 – Certificate of Selection of Random Copies (located on www.gpo.gov). The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

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

These randomly selected copies must be packed separately and identified by a special label (GPO Form 2678 – Departmental Random Copies (Blue Label)) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from www.gpo.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the "Distribution" clause below.

A copy of the print order/specification and a signed Certificate of Selection of Random Copies must be included.

Inspection Samples

When indicated on the print order, or otherwise requested, two samples shall be sent for inspection to the U.S. Government Publishing Office, Columbus Regional 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.

DISTRIBUTION:

Deliver f.o.b. destination to various locations as described under "Explanation of Shipping Zones" under "Schedule of Prices" hereafter. Complete addresses and quantities will be furnished with the individual print order, including instructions for "Blue Label" copies. Anticipate majority of orders will deliver f.o.b. destination to Jeffersonville, IN and/or Suitland, MD.

Delivery to New York City: If UPS or FedEx is not used for shipping, deliver materials to New York City using unionized shipping company. Please call the individual indicated on the print order prior to delivery to make required special arrangements.

Inside delivery is required. Inside delivery is defined as delivery into a Government controlled space as directed.

Inclement Weather: During inclement weather or other emergency situations, the Census Bureau has put in place an emergency contract phone number, 1-800-591-2000, for contractor use. The number will have information concerning the opening and operational hours affecting contractors delivering materials and reporting to the Census.

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) and PDF file (to be e-mailed to contractor).

In the event that unscheduled material such as instructions, delivery lists, labels, etc. are not received in due time, the contractor will not be relieved of any responsibility in meeting the delivery schedule because of failure to request such information

The following schedule begins the first workday following receipt of the print order and furnished material.

Accelerated Schedule:

Anticipate 5% of forms, with quantities up to 49,999 copies will require complete production and delivery with a minimum of 5, and up to 9 workdays, excluding proof hold time. When multiple versions are required, the total quantity of forms may not exceed 49,999 copies. Anticipate most orders for the Accelerated Schedule will not require proofs.

The proof hold time is 2 work-hours for orders placed on an accelerated schedule.

Regular Schedule

Orders placed on a regular schedule will allow a minimum of 10 workdays, excluding proof hold time. Contractor is required to complete production and delivery as by the date indicated on the individual print order.

Contractor will deliver proofs in sufficient time to meet the schedule. The proof hold time is 1-2 workdays for orders placed on a regular schedule.

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Proof Hold Time

Proof hold time is defined as the time the proof is received by the government to the time the proof is made available to the contractor. Proof hold time begins the first workday, following receipt of the proof.

When errors are caused by the Government and the Government deems it necessary to require revised proofs, one additional workday will be allowed plus any additional proof hold time by the Government.

The ship/deliver date indicated on the print order is the date products must be received at all destinations indicated on the individual print order.

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.

Return of Government Furnished Property

The contractor must deliver all material furnished by the Government along with one printed sample to the address listed on the print order.

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 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 offer by applying the prices listed in the "Schedule of Prices" to the following units of production. The item designations correspond to those listed in the "Schedule of Prices". The bidder must make an entry in each of the spaces provided.

I.		(1)	(2)	(3)	(4)	(5)	(6)
A.	1. (a)	3	95	2	72	1,958	56
	(b)	X	66	X	X	1,018	X
	2. (a)	1	63	2	40	1,456	56
	(b)	X	20	X	X	308	X
	3.	X	18	2	X	693	56
B.	1. (a)	1	111	1	55	15,381	292
	(b)	3	31	1	392	4,986	160
	2. (a)	X	68	1	X	13,359	292
	(b)	3	25	1	392	4,486	160
	3.	X	97	X	X	11,798	X
C.	1. (a)	X	14	X	X	19,510	X
	(b)	X	15	1	X	13,410	1,400
	2. (a)	X	6	X	X	9,285	X
	(b)	X	10	1	X	10,910	1,400
	3.	X	17	X	X	15,291	X
D.	1. (a)	X	11	X	X	51,385	X
	(b)	X	6	1	X	21,216	2,870
	2. (a)	X	4	X	X	19,510	X
	(b)	X	6	1	X	21,216	2,870
	3.	X	15	X	X	27,260	X
E.	1.	X	2	X	X	25,000	X
	2.	X	1	X	X	15,000	X
	3.	X	1	X	X	10,000	X

...Continued - SECTION 3. – DETERMINATION OF AWARD

II.	(1)	(2)	(3)
(a)	X	88,368	X
(b)	X	42,851	4,758
(c)	2	2,500	2
(d)	X	32,086	X
(e)	115	1,167	18
(f)	392	1,231	X
(g)	10	X	X
(h)	X	661	X
III.	(a)	8	
	(b) (1)	3	
	(2)	12	
	(3)	2	
	(c)	331	
	(d)	15,000	
	(e) (1)	77	
	(2)	326	
	(3)	403	
	(f)	34,623	
	(g)	15,000	
	(h) (1)	375	
	(2)	119,612	
	(3)	1,546	

...Continued - SECTION 3. – DETERMINATION OF AWARD

IV. 1.	101
2. (a)	3,179
(b)	3,300
(c)	3,266
(d)	3,282
(e)	3,064
(f)	3,144

V. Premium Payments

Anticipate 5% of forms, with quantities up to 49,999 copies will require complete production and delivery on an accelerated schedule. When multiple versions are required, the total quantity of forms per order may not exceed 49,999 copies.

Orders requiring an accelerated schedule will be paid for at the premium rate in accordance with the contractor's offered percentage in the "Schedule of Prices."

All other orders will be placed with the required schedule and paid for at the basic prices offered.

Percentages offered for premium priced work are additional to the basic prices offered for units of work.

Premium payments, when authorized, will apply to all items under I, A, and I, B in the Schedule of Prices.

Failure of the contractor to deliver work at the time specified will result in disallowance of premium payments that were anticipated and the contractor will not list such items on his invoice.

Premium payments for an accelerated schedule will be evaluated for award.

SECTION 4. – SCHEDULE OF PRICES

Bids offered are f.o.b. contractor's city for all mailing and f.o.b. destination for delivery of proofs.

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 non-responsive.

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), NA (Not Applicable), or blank spaces for an item will be declared non-responsive.

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 Section 3. "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 invoices submitted to the GPO shall be based on the most economical method of production.

Fractional parts of 100 will be prorated at the per 100 rates.

Contractor's billing invoices must be itemized in accordance with the items in the "Schedule of Prices."

Bids for each "Format" shall be for any trim size up to the maximum trim size listed for each of the "Formats", as outlined in "Section 2. – Specifications."

FORMAT "A": Any trim size up to and including 5-1/2 x 8-1/2"

FORMAT "B": Over 5-1/2 x 8-1/2" up to and including 8-1/2 x 11"

FORMAT "C": Over 8-1/2 x 11" up to and including 11 x 25-1/2"

Fractional parts of 100 will be prorated at the per 100 rates.

SCHEDULE OF PRICES

I. PRINTING AND CUTTING TO SIZE, PROOFS, AND DELIVERY TO JEFFERSONVILLE, IN AND SUTLAND, MD

Prices offered must be all-inclusive in accordance with these specifications and shall include the cost of all required materials and operations necessary for the complete production and delivering f.o.b. destination to addresses within the commercial zone of Suitland, MD and Jeffersonville, IN except for Items II. Stock/Paper, III. Additional Operations, IV. Pallets and Deliver F.O.B. Destination by Traceable Means, and V. Premium Payments.

<u>Makeready/Setup</u>			<u>Running per 100 forms</u>		
<u>Formats</u>			<u>Formats</u>		
<u>A</u>	<u>B</u>	<u>C</u>	<u>A</u>	<u>B</u>	<u>C</u>
(1)	(2)	(3)	(4)	(5)	(6)

A. Printing 100 to 4,999 copies:

1. Printing Face Side:

(a) Single ink color, per form\$_____ \$_____ \$_____ \$_____ \$_____ \$_____

(b) 4-color process, per form XXXX \$_____ XXXX XXXX \$_____ XXXX

2. Printing Back Side:

(a) Single ink color, per form\$_____ \$_____ \$_____ \$_____ \$_____ \$_____

(b) 4-color process, per form XXXX \$_____ XXXX XXXX \$_____ XXXX

3. Additional Colors/Varnish:

Printing in additional color(s)
and/or varnish, per color/varnish,
per side, per form..... XXXX \$_____ \$_____ ..XXXX \$_____ \$_____

B. Printing 5,000 to 49,999 copies:

1. Printing Face Side:

(a) Single ink color, per form\$_____ \$_____ \$_____ \$_____ \$_____ \$_____

(b) 4-color process, per form\$_____ \$_____ \$_____ \$_____ \$_____ \$_____

2. Printing Back Side:

(a) Single ink color, per form XXXX \$_____ \$_____ XXXX \$_____ \$_____

(b) 4-color process, per form\$_____ \$_____ \$_____ \$_____ \$_____ \$_____

3. Additional Colors/Varnish:

Printing in additional color(s)
and/or varnish, per color/varnish,
per side, per form..... XXXX \$_____ .XXXX .XXXX \$_____ ...XXXX

(Initials)

SCHEDULE OF PRICES

<u>Make ready/Setup</u>			<u>Running per 100 forms</u>		
<u>Formats</u>			<u>Formats</u>		
<u>A</u>	<u>B</u>	<u>C</u>	<u>A</u>	<u>B</u>	<u>C</u>
(1)	(2)	(3)	(4)	(5)	(6)

C. Printing 50,000 to 249,999 copies:

1. Printing Face Side:
 - (a) Single ink color, per form XXXX \$_____ XXXX XXXX \$_____ XXXX
 - (b) 4-color process, per form XXXX \$_____ \$_____ XXXX \$_____ \$_____
2. Printing Back Side:
 - (a) Single ink color, per form XXXX \$_____ XXXX XXXX \$_____ XXXX
 - (b) 4-color process, per form XXXX \$_____ \$_____ XXXX \$_____ \$_____
3. Additional Colors/Varnish:

Printing in additional color(s)
and/or varnish, per color/varnish,
per side, per form..... XXXX \$_____ XXXX XXXX \$_____ XXXX

D. Printing 250,000 to 999,999 copies:

1. Printing Face Side:
 - (a) Single ink color, per form XXXX \$_____ XXXX XXXX \$_____ XXXX
 - (b) 4-color process, per form XXXX \$_____ \$_____ XXXX \$_____ \$_____
2. Printing Back Side:
 - (a) Single ink color, per form XXXX \$_____ XXXX XXXX \$_____ XXXX
 - (b) 4-color process, per form XXXX \$_____ \$_____ XXXX \$_____ \$_____
3. Additional Colors/Varnish:

Printing in additional color(s)
and/or varnish, per color/varnish,
per side, per form..... XXXX \$_____ XXXX XXXX \$_____ XXXX

E. Printing 1,000,000 to 10,000,000 copies:

1. Printing Face Side:

Single ink color, per form..... XXXX \$_____ XXXX XXXX \$_____ XXXX
2. Printing Back Side:

Single ink color, per form..... XXXX \$_____ XXXX XXXX \$_____ XXXX
3. Additional Colors/Varnish:

Printing in additional color(s)
and/or varnish, per color/varnish,
per side, per form..... XXXX \$_____ XXXX XXXX \$_____ XXXX

(Initials)

II. STOCK/PAPER: Payment for all stock/paper supplied by the contractor under the terms of these specifications, as ordered on the individual print orders, will be based on the net number of leaves furnished for the product(s) ordered in the applicable "Format" group. The cost of any stock/paper required for makeready or running spoilage must be included in the prices offered.

	Per 100 Leaves		
	<u>Format A</u>	<u>Format B</u>	<u>Format C</u>
	(1)	(2)	(3)
(a) White Uncoated Text (50-lb.).....	XXXX	\$_____	XXXX
(b) White Gloss-Coated Text (70-lb.).....	XXXX	\$_____	\$_____
(c) White Writing (20 lb.).....	\$_____	\$_____	\$_____
(d) White 25% Bond, 50% Recycled (20-lb.).....	XXXX	\$_____	XXXX
(e) White Index (110-lb.).....	\$_____	\$_____	\$_____
(f) White Litho (Gloss) Coated Cover (80-lb.)	\$_____	\$_____	... XXXX
(g) Colored Vellum-Finish Cover (65-lb.).....	\$_____	XXXX	XXXX
(h) White Matte Coated Cover (80-lb.)	XXXX	\$_____	XXXX

III. ADDITIONAL OPERATIONS: Price offered for the following operations must include the cost of all required materials and operations.

- (a) Embed Fonts, per file \$_____
- (b) Inkjet Proofs, (2 sets of proofs per item):
 - (1) Format A..... \$_____
 - (2) Format B..... \$_____
 - (3) Format C..... \$_____
- (c) PDF Proofs, per item..... \$_____
- (d) Perforating (slit or slot), per 100 leaves..... \$_____
- (e) Laminating, per 100 leaves:
 - (1) Format A..... \$_____
 - (2) Format B..... \$_____
 - (3) Format C..... \$_____
- (f) Folding, per 100 leaves \$_____
- (g) Padding, per pad..... \$_____
- (h) Shrink-film wrap, per package:
 - (1) Format A..... \$_____
 - (2) Format B..... \$_____
 - (3) Format C..... \$_____

.....

(Initials)

RETURN THIS PAGE TO GPO – COLUMBUS, OH REGIONAL OFFICE

SCHEDULE OF PRICES

IV. PALLETS AND DELIVER F.O.B. DESTINATION BY TRACEABLE MEANS: Prices offered must be all-inclusive, as applicable, and must include the cost of cushioned shipping bags, shipping bundles/containers, all necessary wrapping and packing materials, labeling or marking, and f.o.b. destination delivery in accordance with these specifications.

- 1. Pallets, per pallet..... \$_____
2. Deliver F.O.B. Destination (see "Explanation of Shipping Zones" hereafter): Per 10 lbs.
(a) Zone 1: NY, CT, ME, MA, NH, NJ, RI, VT \$_____
(b) Zone 2: PA, DC, DE, KY, MD (except Suitland), OH, TN, VA, WV \$_____
(c) Zone 3: IL, AR, IN (except Jeffersonville), 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 \$_____

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
Anticipate the majority of orders will deliver to New York NY.
Zone 2: Pennsylvania, District of Columbia, Delaware, Kentucky, Maryland (except Suitland), Ohio Tennessee, Virginia, and West Virginia
Anticipate the majority of orders will deliver to Philadelphia, PA.
Zone 3: Illinois, Arkansas, Indiana (except Jeffersonville), Iowa, Michigan, Minnesota, Missouri, and Wisconsin
Anticipate the majority of orders will deliver to Chicago, Illinois.
Zone 4: Georgia, Alabama, Florida, Louisiana, Mississippi, North Carolina, and South Carolina
Anticipate the majority of orders will deliver to Atlanta, GA.
Zone 5: Colorado, Arizona, Kansas, Montana, Nebraska, New Mexico, North Dakota, Oklahoma, South Dakota, Texas, Utah, and Wyoming
Anticipate the majority of orders will deliver to Denver, CO.
Zone 6: California, Idaho, Nevada, Oregon, and Washington
Anticipate the majority of orders will deliver to Los Angeles and/or Van Nuys, CA.

V. PREMIUM PAYMENTS:

Anticipate 5% of forms, with quantities up to 49,999 copies will require complete production and delivery on an accelerated schedule. When multiple versions are required, the total quantity of forms per order may not exceed 49,999 copies. Percentages offered for premium priced work are additional to the basic prices offered for units of work

- (a) Percentage increase %

(Initials)

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SCHEDULE OF PRICES

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 Solicitations 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 point(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)

THIS SECTION FOR GPO USE ONLY

Contracting Officer: _____ Date _____ Certifier: _____ Date _____
(Initials) (Initials)

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