

PROGRAM TITLE	3575-S: August 1, 2025 through July 31, 2026 and 3 Option Periods PRINT ON DEMAND RIVER NAVIGATION CHARTS		RLT PRINTING CORP. dba MINUTEMAN PRESS Bethesda, MD		TEXAS DIGITAL COPY & PRINT San Antonio, TX 420-86459		CAPITOL CITICOM, INC Columbus, OH 340-16778	
ITEM NO.	DESCRIPTION	BASIS OF AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I.	PRINTING/IMAGING, TRIMMING, AND COLLATING, AND PACKING AND DISTRIBUTION TO LAUREL, MD (ALL DELIVERY CHARGES TO BE INCLUDED):							
(a)	Black and Blank Pages, each page							
(1)	Format A	60	\$0.40	\$24.00	\$0.05	\$3.00	\$0.04	\$2.40
(2)	Format B	11,940	\$0.035	\$417.90	\$0.10	\$1,194.00	\$0.06	\$716.40
(3)	Format C	26,150	\$0.0275	\$719.13	\$0.10	\$2,615.00	\$0.08	\$2,092.00
(b)	Color Pages, each page							
(1)	Format A	3,240	\$0.0759	\$245.92	\$0.08	\$259.20	\$0.04	\$129.60
(2)	Format B	38,630	\$0.060	\$2,317.80	\$0.13	\$5,021.90	\$0.06	\$2,317.80
(3)	Format C	48,950	\$0.050	\$2,447.50	\$0.13	\$6,363.50	\$0.08	\$3,916.00
II.	STOCK/PAPER, EACH LEAF:							
(a)	White No. 1 Silk/Dull Coated Text (80-lb)							
(1)	Format A	1,590	----	\$0.00	\$0.04	\$63.60	\$0.08	\$127.20
(2)	Format B	24,805	----	\$0.00	\$0.07	\$1,736.35	\$0.12	\$2,976.60
(3)	Format C	36,970	----	\$0.00	\$0.07	\$2,587.90	\$0.16	\$5,915.20
(b)	White Printable Plastic Film (Synthetic Paper), 14 mil thickness							
(1)	Format A	60	----	\$0.00	\$1.30	\$78.00	\$1.85	\$111.00
(2)	Format B	480	----	\$0.00	\$2.50	\$1,200.00	\$3.70	\$1,776.00
(3)	Format C	580	----	\$0.00	\$2.50	\$1,450.00	\$3.70	\$2,146.00
III.	ADDITIONAL OPERATIONS:							
(a)	Create artwork for ISBN and place in PDF, each ISBN	11	----	\$0.00	\$10.00	\$110.00	\$10.00	\$110.00
(b)	Plastic Coil Binding (including black coil):							
(1)	6 mm to 10 mm diameter coils, each book	150	----	\$0.00	\$1.00	\$150.00	\$1.18	\$177.00
(2)	11 mm to 15 mm diameter coils, each book	135	----	\$0.00	\$1.15	\$155.25	\$1.28	\$172.80
(3)	16 mm to 20 mm diameter coils, each book	175	----	\$0.00	\$1.50	\$262.50	\$2.10	\$367.50
(4)	21 mm to 30 mm diameter coils, each book	100	----	\$0.00	\$1.85	\$185.00	\$3.00	\$300.00
CONTRACTORS TOTALS				-----		\$23,435.20		\$23,353.50
PROMPT PAYMENT DISCOUNT			1.50%	\$0.00	NET	\$0.00	1.00%	\$0.00
DISCOUNTED TOTAL			5 DAYS	-----	30 DAYS	\$23,435.20	10 DAYS	\$23,353.50
							AWARDED	

Abstracted by: Yana Rudenko 07/29/2025
Abstract Verified by: Tammy Nishimura 07/30/2025
Contract Awarded to: Capitol Citicom, INC



Michael J. Sommer
Contracting Officer



July 22, 2025

This is Amendment No. 1. The specifications in our request for quotations on Program 3575-S, scheduled for opening at July 23, 2025 at 11:00 a.m. prevailing Eastern Time (ET), are amended as follows:

1. Change the quote submission date to July 29, 2025 at 11:00 a.m. prevailing Eastern Time (ET).
2. On page 13, under Line Item I., after "...trimming, and collating" add "and packing and distribution to Laurel, MD (all delivery charges to be included)."


All other specifications remain the same.

If amendment is not acknowledged on quote, direct acknowledgement to bids@gpo.gov.

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

BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO DATE AND TIME FOR SUBMISSION OF QUOTE. Failure to acknowledge receipt of amendment, by amendment number, prior to specified date and time, may be reason for quote being declared nonresponsive.

Sincerely,

 Digitally signed by
Michael J. Sommer
Date: 2025.07.22
12:54:42 -04'00'

MICHAEL J. SOMMER
Contracting Officer

This procurement is being solicited as a small purchase Request for Quotation (RFQ). The sealed bidding terminology as used throughout these specifications is synonymous with their negotiated procurement counterparts unless specifically stated otherwise. Negotiated pursuant to 41 U.S.C. 5(1).

U.S. GOVERNMENT PUBLISHING OFFICE

Northeast Region

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Print On Demand River Navigation Charts

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

U.S. Government Publishing Office, Superintendent of Documents

Single Award

TERM OF CONTRACT

The term of this contract is for 1 year, (base year period **August 1, 2025 through July 31, 2026**) plus up to (3) optional 12-month periods (August 1, 2026 through July 31, 2027, August 1, 2027 through July 31, 2028, and August 1, 2028 through July 31, 2029) that may be added in accordance with the “Option to Extend the Term of Contract”, and “Economic Price Adjustment” clauses in Section 1 of this contract.

QUOTE SUBMISSION

Quotes shall be submitted by 11:00 a.m., prevailing Eastern Time (ET), on **July 23, 2025** at the U.S. Government Publishing Office. Submit quotes via email to bids@gpo.gov for this solicitation. No other method of quote submission will be accepted. The company name, program number, and date established for submission of quotes must be specified in the subject line of the email. Quotes after the quote submission date and time specified above will not be considered for award.

BIDDERS PLEASE NOTE

Bidders are cautioned to familiarize themselves with all provisions of this contract before bidding.

Special attention is directed to the bid submission provisions under “Additional Emailed Bid Submission Provisions” in Section 1 of this contract.

Abstract is available on GPO website at: <https://www.gpo.gov/how-to-work-with-us/vendors/contract-pricing>

For information of a technical nature contact Yana Rudenko at trudenko@gpo.gov or (202) 512-1247 (no collect calls). Bidders are cautioned to familiarize themselves with all provisions of this contract before bidding.

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. 1-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Pub. 310.1, effective May 1979 (revised 9-19)).

- GPO Contract Terms (GPO Publication 310.2) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contract-terms-01-18.pdf>.
- GPO QATAP (GPO Publication 310.1) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.
- More GPO Publications can be found at: <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards>.

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. This shall include an image reproduced by any means.
- (b) Finishing (item related) Attributes -- Level III.

Inspection Levels (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 Pre-Production Samples/Average Type Dimension
P-10. Process Color Match	Approved Pre-Production Samples

Prior to award, contractor may be required to provide information related to specific equipment that will be used for production.

EXTENSION OF TERM OF CONTRACT

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.

OPTION TO EXTEND TERM OF CONTRACT

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 four (4) years (**July 31, 2029**) as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the “Extension of Term of Contract” clause. See also “Economic Price Adjustment” for authorized pricing adjustment(s).

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 **August 1, 2025 through July 31, 2026**, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

Pricing adjustments in accordance with this clause will be based on changes in the seasonally adjusted “Consumer Price Index For All Urban Consumers – Commodities Less Food” (Index) published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics.

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending 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 **April 30, 2025**, 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.

If the Government exercises an option, the extended contract shall be considered to include this economic price adjustment clause. NOTE: This contract does not have a Paper Price Adjustment clause.

ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS

A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order 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 pre-award 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.

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 **August 1, 2025 through July 31, 2026** (plus options). All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be “issued” for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

REQUIREMENTS

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

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

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

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

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

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

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the “Ordering” clause of this contract.

ADDITIONAL EMAILED QUOTE SUBMISSION PROVISIONS

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

1. Illegibility of quote.
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 quote is received by GPO, it will remain unopened until the specified quote opening time. Government personnel will not validate receipt of the emailed quote prior to quote opening. GPO will use the prevailing Eastern Daylight Time and the exact time that the email is received by GPO’s email server as the official time stamp for quote receipt at the specified location.

PAYMENT

Contractor’s billing invoice must be itemized in accordance with the line items in the [“Section 4. - Schedule of Prices.”](#) Failure to itemize invoice may result in delay of payment. Submitting all invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the fastest method of getting paid. The information for using this method can be found at: <http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

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>.

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

At time of invoicing, the contractor shall submit a copy of the print order, contractor’s invoice, and all mailing and/or delivery receipts via email to: infonortheast@gpo.gov.

SECTION 2. – SPECIFICATIONS

SCOPE

These specifications cover the production of print on demand (POD) river navigation charts requiring such operations as electronic submission of digital files, prior to production samples, printing/imaging in black and full color, binding, packing, and distribution.

TITLE

Print on Demand River Navigation Charts

NUMBER OF ORDERS/QUANTITY/NUMBER OF PAGES/TRIM SIZE

Number of Orders: Approximately 11 orders per year.

Quantity: Approximately 15 to 300 copies per order.

Number of Pages: Approximately 70 to 380 pages per order.

Various trim sizes will be ordered and paid for in their respective “Format” classification as follows:

- Format “A”: 8-1/2 x 11” or 11 x 8-1/2”
- Format “B”: 8-1/2 x 14” or 14 x 8-1/2”
- Format “C”: 11 x 17” or 17 x 11”

Orders may be placed within any combination of the ranges listed above. Anticipate the following:

Table 1: Page Range: 50 to 140 Text/Cover Pages (6 to 10 mm black coils)

Orders	Format	Quantity Range	Average Quantity	Average Text/Cover Pages	Average Black and Blank Text/Cover Pages	Average Color Text/Cover Pages
1	A	26 to 50	30	110	2	108
1	B	1 to 25	20	108	35	73
1	B	26 to 50	30	116	71	45
1	C	1 to 25	25	108	18	90
1	C	26 to 50	45	112	12	100

Table 2: Page Range 142 to 220 Text/Cover Pages (11 to 15 mm black coils)

Orders	Format	Quantity Range	Average Quantity	Average Text/Cover Pages	Average Black and Blank Text/Cover Pages	Average Color Text/Cover Pages
1	B	26 to 50	30	200	37	163
1	B	51 to 100	85	188	20	168
1	C	1 to 25	20	188	28	160

Table 3: Page Range 222 to 320 Text/Cover Pages (16 to 20 mm black coils)

Orders	Format	Quantity Range	Average Quantity	Average Text/Cover Pages	Average Black and Blank Text/Cover Pages	Average Color Text/Cover Pages
1	B	51 to 100	75	306	84	222
1	C	51 to 100	100	260	116	144

Table 4: Page Range 322 to 500 Text/Cover Pages (20 to 30 mm black coils)

Orders	Format	Quantity Range	Average Quantity	Average Text/Cover Pages	Average Black and Blank Text/Cover Pages	Average Color Text/Cover Pages
1	C	51 to 100	100	376	130	246

GOVERNMENT TO FURNISH

Furnished press-ready PDF files (current or near current version of Adobe Acrobat) created in ESRI ArcGIS and transmitted via Government FTP site. FTP address and log-in credentials provided with each order.

All platform and software upgrades which may occur during the term of the contract must be supported by the contractor. Average file size for the cover size is 10 MB, and the average size for the text files is 200 MB. Color ID is CMYK.

There are approximately 18 different titles. Not every title will be ordered every year, and additional titles may be added during the term of the contract.

The first time a title is ordered and when significant revisions are made to a title, the contractor will be furnished the most recent file for that title. The contractor is to maintain each title's current file until a new file is provided by the Government.

Unless again the successful bidder, contractor, within 10 workdays of contract expiration, shall remove all these files from all IT systems.

All screen and printer fonts will be furnished with 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.

GPO to provide ISBN and contractor is to create the artwork as described under "Contractor to Furnish."

Pagination Instructions. Press-Ready PDF is in page configuration.

Print Orders (GPO Form 2511)

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

CONTRACTOR TO FURNISH

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. The contractor is required to maintain a digital archive (press-ready PDF files) of all titles ordered.

ISBN

International Standard Book Number (ISBN) is to be supplied by GPO to the contractor and contractor create the artwork for the ISBN and place it in proper position on cover 4 in the furnished, press-ready PDF.

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 Northeast GPO Contracting Officer prior to further performance.

The contractor shall create or alter any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

DIGITAL DELIVERABLES

Upon completion of the contract, the contractor must furnish final production press-ready PDF files (digital deliverables) of all titles ordered throughout the term of the contract. The digital deliverables must be an exact representation of the final printed piece and, shall be sent to the Government with the original furnished files via e-mail. The Government will not accept, as digital deliverables, any proprietary file formats other than those supplied, unless specified by the Government.

When a new title is added or revisions to an existing title are provided, the contractor shall set the ISBN artwork and incorporate it into the Government furnished file. At that same time, 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.

PRIOR TO PRODUCTION SAMPLES

When indicated on the individual print order, prior to production samples will be required. Anticipate this requirement each time a new title is introduced or when significant revisions are made to an existing title.

An occasional order for an existing title without changes may require prior to production samples. Contractor will be reimbursed for prior to production samples in accordance with GPO “Schedule of Prices” hereafter.

The sample requirement for this contract is one printed construction sample. Sample shall be printed and constructed as specified and must be of the size, kind, and quality that the contractor will furnish. Sample will be inspected and tested and must comply with the specifications as to construction, kind, and quality of materials.

Prior to the commencement of production of the contract production quantity, the contractor shall submit sample to the following address:

U.S. Army Corps of Engineers – USACE
EIPSD, G-6
441 G Street, NW, Room 3E40
ATTN: Susan Jarmolowski
Washington, DC 20314

NOTE: Samples must be sent using FedEx courier.

Sample will be tested for conformance of material(s) and/or for construction. The container and accompanying documentation shall be marked “Preproduction Samples” and shall include the GPO jacket, purchase order, and program numbers. The samples must be submitted in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule.

The Government will approve, conditionally approve, or disapprove the samples within 10 workdays 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 therefor.

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 1987 (Rev. 1-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor’s risk. Sample will not be returned to the contractor. Contractor will be reimbursed for prior to production samples in accordance with GPO “Schedule of Prices” hereafter.

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

STOCK/PAPER

The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the “Government Paper Specification Standards No. 13” dated September 2019.

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).

Text Pages: White No. 1 Silk/Dull Coated Text basis weight: 80 lbs. per 500 sheets, basis size 25 x 38”, equal to JCP Code A261.

Cover Pages: White Printable Plastic Film (Synthetic Paper), 14 mils, equal to JCP Code O-90.

PRINTING/IMAGING

At contractor's option, the product may be produced via conventional offset or digital printing provided Quality Level III standards are maintained. Final output must be a minimum of 150-line screen and at a minimum resolution of 1200 x 1200 dpi x 1 bit or 600 x 600 dpi x 4-bit depth technology. Digital device must have a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. NOTE: Contractor must produce the entire job either conventional offset or digital printing; split production methods are not acceptable without prior approval.

Text and cover pages print/image head-to-foot or head-to-head in black and full color and consist of type, solids, screens, reverses, and line-art illustrations, heavy ink coverage, critical registration. Contractor must be capable of printing/imaging and collating strip map books.

STRIP MAP BOOK COLLATION

The front of each book contains regulation information, map overview, and legend pages followed by the strip maps with ancillary information. Strip maps print/image in black ink or full color on right (landscape) or bottom (portrait) facing pages and will be labeled with a chart number rather than a page number. The associated ancillary information will print/image on the preceding left (landscape) or top (portrait) facing page in black or full color. Some strip maps will not have ancillary information resulting in blank pages.

MARGINS

Margins will be as indicated on the print order or PDF files. Text pages do not bleed. Cover pages may or may not bleed 1 to 4 sides. Bleeds provided on file.

BINDING

Plastic spiral bind with black plastic spiral coil of suitable coil diameter (6 mm to 30 mm) and 4:1 pitch. Portrait oriented books bind on top dimension. Landscape oriented books bind on left dimension.

- 6 mm to 10 mm diameter, minimum 0.063" coil gauge, 25 to 70 leaves (50 to 140 pages/covers)
- 11 mm to 15 mm diameter, minimum 0.069" coil gauge, 71 to 110 leaves (142 to 220 pages/covers)
- 16 mm to 20 mm diameter, minimum 0.079" coil gauge, 111 to 160 leaves (222 to 320 pages/covers)
- 21 mm to 30 mm diameter, minimum 0.082" coil gauge, 161 to 250 leaves (322 to 500 pages/covers)

PACKING

Package as indicated on the individual print order. Shipping containers must conform to GPO Contract Terms (Pub. 310.2), Supplemental Specifications 3. Packing. The material used in packing must be of such quality as to insure arrival of the printed matter at its destination in a satisfactory and usable condition. **Contractor to slip sheet between books to protect covers from scuffing.**

All shipments which fill less than a shipping container must be packaged with materials of sufficient strength and durability and in such a manner which will guarantee that the product will not shift or be damaged and the package will not open or split during transit.

LABELING AND MARKING

Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from www.gpo.gov, fill in appropriate blanks, and attach to shipping containers.

Additional labeling and marking specifications may be provided. Follow labeling and marking specifications provided with each individual print order.

DISTRIBUTION

Deliver f.o.b. destination to the following address:

US Government Publishing Office
Documents Warehouse
Receiving Branch, STOP: SSWR
8660 Cherry Lane,
Laurel, MD 20707

All expenses incidental to pickup and return of materials and prior to production samples must be borne by the contractor.

SCHEDULE

Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511). No definite schedule can be predetermined.

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

Contractor must complete production and distribution within 5 workdays (as specified on the print order) of receipt of notification of the availability of the print order and furnished material.

Orders requiring Prior to Production Samples will require complete production and distribution 5 workdays after prior to production sample approval.

The ship/deliver date indicated on the print order is the date products must be delivered to the Laurel, MD address listed under "Distribution".

Upon completion of each order, the contractor is to notify the U.S. Government Publishing Office (infonortheast@gpo.gov, bmorrison@gpo.gov, and tmerrick@gpo.gov) of the date of shipment and tracking information as applicable.

RECEIPT FOR DELIVERY

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

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

SECTION 3. – DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices offered in the “Schedule of Prices” to the following units of production which are the estimated requirements to produce one (1) year’s production under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered for a like period of time.

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

I.		(1)	(2)	(3)
	(a)	60	11,940	26,150
	(b)	3,240	38,630	48,950
II.		(1)	(2)	(3)
	(a)	1,590	24,805	36,970
	(b)	60	480	580
III.	(a)	11		
	(b) (1)	150		
	(2)	135		
	(3)	175		
	(4)	100		

SECTION 4. – SCHEDULE OF PRICES

Bids offered are f.o.b. destination to Laurel, MD.

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

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), NA (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.

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

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”: 8-1/2 x 11” or 11 x 8-1/2”
- Format “B”: 8-1/2 x 14” or 14 x 8-1/2”
- Format “C”: 11 x 17” or 17 x 11”

A charge will be allowed for each page, whether printed or blank.

I. PRINTING/IMAGING, TRIMMING TO SIZE, AND COLLATING: Prices offered shall include the cost of all required materials and operations necessary for the printing/imaging, trimming, and collating of the product listed in accordance with these specifications, except for Items II. Stock/Paper and III. Additional Operations.

	<u>Format A</u> (1)	<u>Format B</u> (2)	<u>Format C</u> (3)
(a) Black and Blank Pages, each page.....	\$ _____	\$ _____	\$ _____
(b) Color Pages, each page	\$ _____	\$ _____	\$ _____

(Initials)

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SCHEDULE OF PRICES

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.

	<u>Each Leaf</u>		
	<u>Format A</u>	<u>Format B</u>	<u>Format C</u>
	(1)	(2)	(3)
(a) White No. 1 Silk/Dull Coated Text (80-lb.).....	\$ _____	\$ _____	\$ _____
(b) White Printable Plastic Film (Synthetic Paper), 14 mil thickness	\$ _____	\$ _____	\$ _____

III. ADDITIONAL OPERATIONS: The bids for each of the following operations must include the cost of all required materials and operations.

NOTE: Charges for creating artwork and placing ISBN are allowable only when prior to production samples are ordered.

- (a) Create artwork for ISBN and place in PDF each ISBN \$ _____
- (b) Plastic Coil Binding (including black coil):
 - (1) 6 mm to 10 mm diameter coils, minimum 0.063" gauge
(25 to 70 leaves/50 to 140 pages/covers) each book \$ _____
 - (2) 11 mm to 15 mm diameter coils, minimum 0.069" gauge
(71 to 110 leaves/142 to 220 pages/covers)..... each book \$ _____
 - (3) 16 mm to 20 mm diameter coils, minimum 0.079" gauge
(111 to 160 leaves/222 to 320 pages/covers)..... each book \$ _____
 - (4) 21 mm to 30 mm diameter coils, minimum 0.082" gauge
(161 to 250 leaves/322 to 500 pages/covers)..... each book \$ _____

(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 transportation charges are specified to be a factor in determination of award. 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 email, fill out and return one copy of all pages in "SECTION 4. – SCHEDULE OF PRICES," including initialing/signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, §2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

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

Bidder: _____
(Contractor's 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 _____ Certified by: _____ Date _____
(Initials) (Initials)

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