

U.S. GOVERNMENT PUBLISHING OFFICE

Washington DC

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Survey Pamphlets

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

U. S. Department of Agriculture (USDA)

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning **January 1 2016** and ending **December 31, 2016** plus up to *four (4)* optional 12-month extension period(s) that may be added in accordance with the "OPTION TO EXTEND THE TERM OF THE CONTRACT" clause in Section 1 of this contract.

BID OPENING: Bids shall be publicly opened at 11:00 a.m., prevailing Washington, DC time, on **December 7, 2015**.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to: U.S. Government Publishing Office, Bid Section, Room C-848, Stop: PPSGB, 732 North Capitol Street, NW, Washington, DC 20401. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Bid Section, Fax No. (202) 512-1782. The program number and bid opening date must be specified with the bid. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised June 2001. Hand delivered bids are to be taken to: GPO Bookstore, 710 North Capitol Street, NW, Washington, DC, between the hours of 8:00 a.m. and 4:00 p.m., prevailing Washington, DC, time, Monday through Friday. The contractor is to follow the instructions in the Bid Submission/Opening area. If further instruction or assistance is required, call (202) 512-0526.

PRODUCTION AREA: It is assumed that all production facilities used in the manufacture of the product(s) ordered under this contract will be located within a 60-mile radius of zero milestone Washington, D.C.

Any bidder intending to use production facilities outside this area should furnish information, with the bid, which will on its face demonstrate ability to meet the schedule requirements. The determination by the Government of the acceptability of this information in no way relieves the successful bidder of the responsibility for compliance with these schedule requirements.

BIDDERS, PLEASE NOTE: These specifications have been revised; therefore, all bidders are cautioned to familiarize themselves with all provisions of these specifications before bidding.

Abstracts of contract prices are available at <http://www.gpo.gov/gpo/abstracts/abstract.action?region=DC>

For information of a technical nature call **David Love** (202) 512-0310 or aps-team1@gpo.gov.

SECTION 1. - GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and GPO Contract Terms, Quality Assurance through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. August 2002)).

GPO Contract Terms (GPO Publication 310.2) – <http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf>

GPO QATAP (GPO Publication 310.1) – <http://www.gpo.gov/pdfs/vendors/sfas/qatap.pdf>

DISPUTES: GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at www.gpo.gov/pdfs/vendors/contractdisputes.pdf.

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 II.

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

- (a) Nondestructive 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	Camera Copy
P-9 Solid and Screen Tint Color Match	Pantone Matching System

OPTION TO EXTEND THE TERM OF THE 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 this contract may not exceed **five (5) years** as a result of, and including, any extensions added under this clause. Further extension may be negotiated under the "EXTENSION OF CONTRACT TERM" clause. See also "ECONOMIC PRICE ADJUSTMENT" for authorized pricing adjustments.

EXTENSION OF CONTRACT TERM: At the request of the Government, the term of any contract resulting from this solicitation may be extended for such period of time as may be mutually agreeable to the GPO and the contractor.

ECONOMIC PRICE ADJUSTMENT: The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s).

For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from **January 1, 2016** through **December 31, 2016** 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 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 **September 30, 2015**, 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.

NOTE: Economic price adjustments are not cumulative and are to be applied to original bid prices only.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct a preaward survey or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

PRE-AWARD STITCHED and FOLDED TEST SAMPLES: The contractor being considered for award will be required to provide the following:

200 total un-printed test samples - 100 - 8-page pamphlets and 100 - 12-page pamphlets - saddle-stitched in two (2) places across the 11" dimension, trimmed 3 sides to 8-1/2 x 11", then re-folded to 8-1/2 x 3-2/3".

The test samples must be produced using White Writing, basis weight: 20 lbs per 500 sheets, 17 x 22", equal to JCP Code D10.

The pre-award test samples are to be of the type required by these specifications and are to be delivered within two workdays after notification to the contractor.

Submit samples to: U.S. Government Publishing Office, 732 North Capitol Street NW, Stop: CSAPS, Room C838, DC Team 1, Washington, DC 20401. Attn: David Love (202-512-0310 ext. 31579)

The test samples will be used by the Government to evaluate the contractor's capability to comply with applicable requirements of these specifications and the contractor's ability to maintain that quality level throughout the test production run. Failure to provide test samples meeting the specified quality level or to demonstrate the ability to maintain the required quality throughout the submitted samples may be reason for a determination of non-responsibility.

The Government may waive the pre-award test if there is other evidence that, in the opinion of the Contracting Officer, indicates that the contractor being considered for award has the capability to successfully produce the item(s) required.

No charges will be allowed for costs incurred on the performance of this pre-award test.

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.

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 **January 1, 2016** through **December 31, 2016**, plus for such additional periods as the contract is extended. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be "issued" for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

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

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

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

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

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

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

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

PAYMENT: Submit all vouchers via FAX utilizing the GPO barcode coversheet program application.

Instructions for the GPO barcode coversheet program application can be found at the following web address:

<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Vouchers may also be mailed to: Comptroller, Stop FMCE, Office of Financial Management, U.S. Government Publishing Office, Washington, D.C. 20401.

NOTE: Contractor's billing invoice must be itemized in accordance with the line items in the "SCHEDULE OF PRICES."

SECTION 2. – SPECIFICATIONS

SCOPE: These specifications cover the production of pamphlets requiring such operations as printing, binding, packing, and delivery.

TITLE: Survey Pamphlets

FREQUENCY OF ORDERS: Approximately 200 to 300 orders per year.

Up to 70 orders may be placed in a given month however there may be occasional months when no orders will be placed.

On any given workday no more than 15 orders will be placed however up to 5 of these orders could require one of the accelerated schedules (either 2-day or 3-day).

QUANTITY: Approximately 250 to 26,000 copies per order

NOTE: Most orders will range from 500 to 7,000 copies.

NUMBER OF PAGES: 4 pages up to 40 pages.

NOTE: Most orders will be for 8 pages

TRIM SIZE: 8-1/2 x 11 inches.

GOVERNMENT TO FURNISH: Camera copy and/or electronic media (80% of the orders will be camera copy)

Camera copy consisting (occasionally with overlays) to be reproduced at various focuses

Electronic media will be furnished as follows:

Platform: Macintosh OSX; IBM or compatible using MS Windows

Storage Media: CD-R/RW or E-mail

Files will be provided in Portable Document Format (PDF).

Software: Adobe Acrobat

All files will be created in current versions or near current versions of the above mentioned program.

Note: **All platform system and software upgrades (for specified applications) which may occur during the term of the contract must be supported by the contractor.**

Fonts: PDF Files will either be print-ready (with fonts embedded in PDF) or the required fonts will be furnished. All fonts used for this contract will be Adobe Type I and/or TrueType. The contractor is cautioned that the furnished fonts are the property of the Government and/or its contractors. All furnished fonts are to be eliminated from the contractor's archive immediately after completion of the contract.

Additional Information supplied

One reproduction proof, GPO Form 905 (Rev. June 2003) with labeling and marking specifications.

A supply of Blue Labels and selection certificates for shipping Departmental Random Copies.

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, electronic media or film, must not print on finished product.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under Government to Furnish, necessary to produce the products in accordance with these specifications.

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 12" dated March 2011.

Government Paper Specification Standards No. 12 – http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf.

Color of paper furnished shall be of a uniform shade and a close match by visual inspection of the JCP color sample(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).

All paper used in each publication must be of a uniform shade. The paper to be used will be indicated on each Print Order.

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

Colored Writing (Buff, Pink, Salmon, Blue, Yellow, and Green), basis weight: 20 lbs per 500 sheets, 17 x 22", equal to JCP Code D10.

PRINTING: Match Pantone number as indicated on the Print Order.

Print face and back, head-to-head in black ink or a single ink color other than black.

NOTE: 5% of orders will require aligning pages.

MARGINS: Margins will be as indicated on the Print Order or furnished material. Occasional pages may bleed on one to four sides.

BINDING: Various binding styles will be ordered as follows:

Folded pamphlets (4 page) fold from 11 x 17" down to 8-1/2 x 11" and trim 3 sides

Saddle-stitched pamphlets (8 to 36 pages) saddle-stitch in two (2) places accords the 11" dimension and trim three (3) sides. Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed.

Optional Folding

4-page pamphlets may require additional folding to 8-1/2 x 3-2/3" with two (2) parallel wraparound folds, title out.

8-page, and 12-page pamphlets may require additional folding (after saddle-stitching) to 8-1/2 x 3-2/3" with two (2) parallel wraparound folds, title out.

16-page pamphlets may require additional folding (after saddle-stitching) to 8-1/2 x 5-1/2", title out. Approximately 5% of orders

PACKING: Each Print Order must be packed separately.

Shrink-film wrap in units from 50 to 500 copies as indicated on the print order.

Pack in shipping containers.

Shipping containers must be made in accordance with ASTM D5118 and any amendments thereto and shall have a minimum bursting strength of 275 pounds per square inch or a minimum edge crush test (ECT) of 44 pounds per inch width.

LABELING AND MARKING: Reproduce shipping container label from furnished GPO Form 905 (Rev. June 2003), fill in appropriate blanks and attach to shipping containers.

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): All orders must be divided into equal sub-lots in accordance with the chart below. A random copy must be selected from each sub-lot. Do not choose copies from the same general area in each sub-lot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<u>Pamphlets</u>	
<u>Quantity Ordered</u>	<u>Number of Sub-lots</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 government-furnished blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent to the address listed under “SCHEDULE”.

A copy of the PRINT ORDER/SPECIFICATION and a signed Government-furnished certificate of selection must be included.

A copy of the Government-furnished certificate must accompany the invoice sent to GPO, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the invoice..

DISTRIBUTION: Deliver f.o.b. destination to the Department of Agriculture, Receiving Room 0466, Rear South Building (Court 4), 12th and “C” Streets SW, Washington, DC 20250, M/F: NASS Mail Room, Room 0360, South Building. All deliveries must be on workdays between the hours of 7:30 am and 4:30 pm, local time.

Ship f.o.b. contractor’s city via small package carrier to one (1) or two (2) additional destination(s) per order. On occasions, the ordering agency may request the “Expedited Service” of the small package carrier to be utilized, as indicated on Print Order.

Within five (5) workdays after completion of each order, two (2) printed samples and Departmental Random Copies must be delivered to the address listed under “SCHEDULE”.

All expenses incidental to picking up materials, and furnishing sample copies 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).

Furnished material must be picked up from the Department of Agriculture, OC, Printing Branch, Room 446-A, 14th and Independence Avenue SW, Washington, DC 20250. Pickup and delivery can be accomplished on workdays from 8:00 am to 4:00 pm, local time.

NOTE: Government furnished material is not to be returned to the agency. Camera copy or electronic files may be destroyed 10 days after delivery of the finished product.

The contractor will be notified by 12 noon on the day Print Orders and material are available for pickup or the day prior to delivery.

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

Regular Schedule:

- Complete production and delivery must be made within **five (5) workdays**.

Accelerated Schedules: Due to the urgency of some orders the following will apply:

- Contractor must complete production and delivery of up to 400,000 pages (printed or blank) within **three (3) workdays** after availability of copy and Print Order.
- Contractor must complete production and delivery of up to 200,000 pages (printed or blank) within **two (2) workdays** after availability of copy and Print Order.

NOTE: All orders under this schedule will be furnished electronically as a PDF.

NOTE: Any rejected orders must be replaced or shortages made up for within 24 hours after notification.

The ship/deliver date indicated on the Print Order is the date products ordered f.o.b. destination must be delivered to the destination specified, and the date that products ordered f.o.b. contractor's city must be shipped.

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.

For compliance reporting purposes, contractors are to report information regarding each order with date of shipment or delivery, as applicable, in accordance with the contract requirements by contacting the Shared Support Services Compliance Section via email at compliance@gpo.gov, via telephone at (202) 512-0520, or via facsimile at (202) 512-1364. Personnel receiving the email, call, or facsimile will be unable to respond to questions of a technical nature or to transfer any inquiries.

SECTION 3. – DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices offered in the “SCHEDULE OF PRICES” to the following units of production which are the estimated requirements to produce one year’s 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 under this contract for a like period of time.

PREMIUM PAYMENTS: Orders requiring either the 3-day or 2-day accelerated schedule in order to meet delivery requirements will be paid for at the respective premium rate for each accelerated schedule 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.

It is estimated that **30% of the orders** placed on this contract will be for the 3-Day Accelerated Schedule. Therefore, premium payments will enter into the Determination of Award by applying the percentage increase offered for the Accelerated Schedule in the “SCHEDULE OF PRICES” [Item IV (a)] to **30% of the total price** offered for all items except Item II (Paper). This additional cost will be included in the total bid and will be used to determine the lowest bid.

It is estimated that **5% of the orders** placed on this contract will be for the 2-Day Accelerated Schedule. Therefore, premium payments will enter into the Determination of Award by applying the percentage increase offered for the Accelerated Schedule in the “SCHEDULE OF PRICES” [Item IV (b)] to **5% of the total price** offered for all items except Item II (Paper). This additional cost will be included in the total bid and will be used to determine the lowest bid.

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 voucher.

The following item designations correspond to those listed in the “SCHEDULE OF PRICES”.

	(1)	(2)
I. (a)	16	1,744
(b)	2,480	110,827
II. (a)	11,912	
(b)	44,374	
III. (a)	3,876	
(b)	38,343	

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SECTION 4. – SCHEDULE OF PRICES

Bids offered are f.o.b. destination to the Washington, DC area and f.o.b. contractor’s city for all other shipments.

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) or blank spaces for an item may 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 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.

Invoices submitted to GPO by contractor must have line-item pricing identified using the same outline numbering format used for the “Schedule of Prices” in the contract specifications. Each line-item must be labeled with the outline number of the corresponding task/item specified in the “Schedule of Prices” (for example: II. (a).1).

All vouchers 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 rate.

I. PRINTING AND BINDING: The prices offered must be all-inclusive for printing and binding (as required), in accordance with these specifications and shall include the cost of all required materials and operations, as applicable to the binding style(s) ordered.

A charge will be allowed for each printed page or side contained in the product ordered. Each text leaf contains two (2) pages. Unless specifically ordered otherwise, no more than three (3) blank pages shall be permitted at the end of the text.

	<u>Makeready and/or Setup</u> (1)	<u>Running Per 100 Copies</u> (2)
(a) 4-Page pamphlets – single ink color per page	\$ _____	\$ _____
(b) Saddle-Stitched pamphlets – single ink color..... per page	\$ _____	\$ _____

II. PAPER: Payment for all 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 products ordered in the applicable trim size. The cost of any paper required for makeready or running spoilage must be included in the prices offered.

Computation of the net number of leaves will be based on each page-size leaf.

	<u>Per 100 leaves</u>
(a) White Writing – 20 lbs.	\$ _____
(b) Colored Writing – 20 lbs.	\$ _____

(Initials)

III. ADDITIONAL OPERATIONS:

- (a) Additional folding (16-pages or less) per 100 copies..... \$ _____
- (b) Shrink-film packaging per package..... \$ _____

IV. PREMIUM PAYMENTS: Premium payments will apply to all items except Item II. (Paper) required to produce the product ordered. This is only authorized for orders placed on the "Accelerated Schedules" as defined in these specifications.

- (a) 3-Day Schedule - Percentage increase %
- (b) 2-Day Schedule - Percentage increase %

My production facilities are located within the assumed area of production yes _____ no _____

NOTICE: Bidders OUTSIDE the assumed production area specified on page one of these specifications should complete the following information.

1. Proposed carrier(s) for pickup of Government Furnished Material _____
 - a. Number of hours from acceptance of print order to pickup of Government Furnished Material _____
 - b. Number of hours from pickup of Government Furnished Material to delivery at contractor's plant _____
2. Proposed carrier(s) for delivery of completed product _____
 - a. Number of hours from notification to carrier to pickup of completed product..... _____
 - b. Number of hours from pickup of completed product to delivery at destination..... _____

INSTRUCTIONS FOR BID SUBMISSION: Fill out "SECTION 4.-SCHEDULE OF PRICES," initialing or signing each page in the space provided. Submit two copies (original and one exact duplicate) of the "SCHEDULE OF PRICES" with two copies of the GPO Form 910, "BID" form. Do not enter bid prices on GPO Form 910; prices entered in the "SCHEDULE OF PRICES" will prevail.

Bidder _____

(City - State)

By _____

(Signature and title of person authorized to sign this bid)

(Person to be contacted)

(Telephone Number)