

6475S	November 13, 2018 thru October 31, 2019			Ascot Tag & Label		Paramount Press	
Tags on Various Substrates				Newark, NJ		Arvada, CO	
TEM NO.	DESCRIPTION	BASIS of AWARD	UNIT RATE	COST	UNIT RATE	COST	
<b>I.</b>	<b>PRINTING, PACKAGING &amp; DISTRIBUTION</b>						
<b>1.</b>	<b>Printing, face only, single color</b>						
(a)	Make ready and/or set-up per tag						
(1)	Format A 1-20 sq.in.	3	50.00	150.00	115.000	345.00	
(2)	Format B Over 20 to 30 sq.in.	4	55.00	220.00	115.000	460.00	
(3)	Format C Over 30 to 60 sq.in.	1	60.00	60.00	115.000	115.00	
(b)	Running, per 100 tags						
(1)	Format A	50	20.00	1,000.00	2.500	125.00	
(2)	Format B	7	25.00	175.00	3.000	21.00	
(3)	Format C	5	30.00	150.00	3.500	17.50	
<b>3.</b>	<b>Printing Face and back in a single ink color</b>						
(a)	Make ready and/or set-up per tag						
(1)	Format A	5	70.00	350.00	145.000	725.00	
(2)	Format B	3	75.00	225.00	145.000	435.00	
(3)	Format C	1	80.00	80.00	145.000	145.00	
(b)	Running, per 100 tags						
(1)	Format A	265	25.00	6,625.00	3.000	795.00	
(2)	Format B	140	30.00	4,200.00	3.500	490.00	
(3)	Format C	5	35.00	175.00	4.000	20.00	
	<b>Printing each side in an additional ink</b>						
(a)	Make ready and/or set-up per tag						
(1)	Format A	5	50.00	250.00	15.000	75.00	
(2)	Format B	3	55.00	165.00	15.000	45.00	
(3)	Format C	1	60.00	60.00	15.000	15.00	
(b)	Running, per 100 tags						
(1)	Format A	14	20.00	280.00	0.500	7.00	
(2)	Format B	4	25.00	100.00	0.600	2.40	
(3)	Format C	4	30.00	120.00	0.700	2.80	
	<b>Laminate Overlay</b>						
(a)	Make ready and/or set-up per tag						
(1)	Format A	1	100.00	100.00	25.000	25.00	
(2)	Format B	1	100.00	100.00	25.000	25.00	
(3)	Format C	1	100.00	100.00	25.000	25.00	
(b)	Running, per 100 tags						
(1)	Format A	10	3.00	30.00	20.000	200.00	
(2)	Format B	20	5.00	100.00	25.000	500.00	
(3)	Format C	5	8.00	40.00	30.000	150.00	
<b>II.</b>	<b>STOCK/PAPER:</b>						
(a)	<b>White 13 CSU Tag (Type B)</b>						
(1)	Format "A" per 100 tags	110	2.00	220.00	1.500	165.00	
(2)	Format "B" per 100 tags	5	2.50	12.50	2.000	10.00	
(3)	Format "C" per 100 tags	5	3.00	15.00	2.500	12.50	
(b)	<b>Standard Colored 13 CSU Tag (Type B)</b>						
(1)	Format "A" per 100 tags	80	2.00	160.00	1.500	120.00	
(2)	Format "B" per 100 tags	50	2.50	125.00	2.000	100.00	
(3)	Format "C" per 100 tags	5	3.00	15.00	2.500	12.50	
(c)	<b>Fluorescent 13 CSU Tag (Type D)</b>						
(1)	Format "A" per 100 tags	5	4.80	24.00	1.500	7.50	
(2)	Format "B" per 100 tags	250	5.80	1,450.00	2.000	500.00	
(3)	Format "C" per 100 tags	5	6.80	34.00	2.500	12.50	
(d)	<b>White Sopunbound Olefin/Tyvek o/e</b>						
(1)	Format "A" per 100 tags	100	4.80	480.00	2.500	250.00	
(2)	Format "B" per 100 tags	5	5.80	29.00	3.500	17.50	
(3)	Format "C" per 100 copies	5	6.80	34.00	4.500	22.50	
<b>III.</b>	<b>Additional Operations</b>						
(a)	Clipping/Rounding Corners, per 100 tags	795	3.00	2,385.00	0.500	397.50	
(b)	Shrink Wrap packaging, per package	420	0.25	105.00	0.250	105.00	
(c)	Wire Attachment, per 100 tags	66	4.00	264.00	2.500	165.00	
(d)	Strings Attachment, per 100 tags	225	3.00	675.00	2.500	562.50	
(e)	Nylon Ties, per 100 tags	10	6.00	60.00	10.000	100.00	
(f)	Drilling, per 100 tags	795	2.00	1,590.00	0.500	397.50	
	<b>Reinforcements</b>						
(1)	Metal Grommets, Make ready/Set-up, per tag	15	75.00	1,125.00	0.000	0.00	
(2)	Metal Grommets, Running per 100 tags	225	5.00	1,125.00	4.000	900.00	
(3)	Vinyl Patches, Make Ready/Set-up, per tag	1	75.00	75.00	0.000	0.00	
(4)	Vinyl Patches, Running per 100 tags	5	5.00	25.00	2.500	12.50	
	<b>Numbering</b>						
(1)	Makeready and/or Setup, per tag	1	75.00	75.00	0.000	0.00	
(2)	Running, per 100 tags	5	7.50	37.50	0.500	2.50	
	<b>Perforating</b>						
(1)	Makeready and/or Setup, per tag	1	75.00	75.00	0.000	0.00	
(2)	Running, per 100 tags	50	7.50	375.00	0.500	25.00	
	<b>CONTRACTOR TOTALS</b>			<b>25,445.00</b>		<b>8,663.20</b>	
	<b>CONTRACTOR DISCOUNT</b>			1%	254.45	0%	0.00
				<b>\$25,190.55</b>		<b>\$8,663.20</b>	
	<b>Abstracted by: Bruce M. Canzanella</b>					<b>AWARDED</b>	
	<b>Certified by: Richard W. Gilbert</b>						

**TO SUBMIT AN OFFER, THE CONTRACTOR IS REQUIRED TO COMPLETE SECTION 4 AND SUBMIT NO LATER THAN 11:00 A.M., NOVEMBER 9, 2018.**

Submit bid to: U.S. Government Publishing Office, 2825 Noisette Boulevard, North Charleston, SC 29405-1819. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO RPPO Charleston, Fax No. (843) 743-2068. The Program Number and bid opening date must be specified with the bid. **NOTE: BIDS RECEIVED AFTER 11:00 A.M. ON THE BID OPENING DATE SPECIFIED ABOVE WILL NOT BE CONSIDERED FOR AWARD.**

U.S. GOVERNMENT PUBLISHING OFFICE  
Charleston, SC

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of  
*Tags on Various Substrates*

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

DLA Information Operations, South Branch  
Jacksonville, FL

and various federal agencies

Single Award

**TERM OF CONTRACT:** The term of this contract is for the period beginning Date of Award and ending October 31, 2019, plus up to four optional 12-month extension periods in accordance with the “Option to Extend the Term of the Contract” clause in Section 1 of this contract.

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

The GPO 910 “BID” Form is no longer required. Bidders are to fill out, sign/initial, as applicable, all pages of SECTION 4. – Schedule of prices.

**BIDDERS, PLEASE NOTE:** GPO has issued a new *GPO Publication 310.2, GPO Contract Terms - Solicitation Provisions, Supplemental Specifications, and Contract Clauses (Rev 1-18)*. Prospective bidders should carefully read this publication as the applicable terms within become an integral part of this contract. The document is posted at <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards> along with a list of major revisions. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised January, 2018.

Abstract of previous contract available at: <https://www.gpo.gov/how-to-work-with-us/vendors/contract-pricing>.

Direct all questions concerning these specifications to Bruce Canzanella at (843) 743-2036, ext. 1, or e-mail [bcanzanella@gpo.gov](mailto:bcanzanella@gpo.gov).

## SECTION 1. - GENERAL TERMS AND CONDITIONS

**GPO CONTRACT TERMS:** Any contract which results from this Invitation for Bid will be subject to GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised 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>

**SUBCONTRACTING:** No subcontracting will be allowed on this contract.

**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.

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

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

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

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	OK'd Proof/Electronic Media/Furnished Sample
P-9. Solid Color Match	Pantone Matching System/

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

**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 the contract may not exceed five years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the "Extension of Contract Term" clause. See also "Economic Price Adjustment" for authorized pricing adjustments.

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

**ECONOMIC PRICE ADJUSTMENT:** The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from Date of Award to October 31, 2019, and the second and any succeeding period(s) will extend for 12 months from 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 July 31, 2018, called the base index. The percentage change (plus or minus) of the variable index from the base index will be the economic price adjustment for the period being considered for adjustment.

The Government will notify the contractor by contract modification specifying the percentage increase or decrease to be applied to invoices for orders placed during the period indicated. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs and separately adjusted paper prices. Payment discounts shall be applied after the invoice price is adjusted.

**ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS:** A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order will be supplemented by an individual “Print Order” for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

**PREAWARD SURVEY:** In order to determine the responsibility of the contractor, the Government reserves the right to conduct an on-site preaward survey at the contractor’s facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

**ORDERING:** Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from Date of Award through October 31, 2019, plus for such additional period(s) as the contract is extended. All print orders issued 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 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:** Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address:

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

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

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

To check on the status of a payment e mail to [invoice-inquiry@gpo.gov](mailto:invoice-inquiry@gpo.gov)

NOTE: Contractor's billing invoice must be itemized in accordance with the line items in the "Schedule of Prices."

**MODIFICATIONS:** If any additional costs are incurred during the production of any print order under this contract due to Government action (i.e., Author's Alterations), contractor is REQUIRED to contact the publishing specialist in writing for approval BEFORE proceeding.

## SECTION 2. – SPECIFICATIONS

**SCOPE:** These specifications cover the production of tags requiring such operations as electronic prepress, printing, construction, packing, and distribution.

**TITLE:** Tags on Various Substrates.

**FREQUENCY OF ORDERS:** Approximately 17 orders per year.

**QUANTITY:** Based on past performance, approximately 500 to 20,000 tags per order.

**NOTE:** The majority of orders placed will be for 5,000 tags or less.

**NUMBER OF SIDES:** Face only or face and back.

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

- (1) Format “A” will include any tag up to and including 20 square inches.
- (2) Format “B” will include any tag over 20 square inches up to and including 30 square inches.
- (3) Format “C” will include any tag over 30 square inches up to and including 60 square inches.

### **GOVERNMENT TO FURNISH:**

Electronic media will be furnished as follows –

Platform: Windows XP (or later).

Storage Media: Electronic files via “AMRDEC SAFE” transfer or via FTP.

Software: Latest version of Adobe Acrobat.

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: Fonts will be furnished, embedded, or embedded subsets.

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 archives immediately after completion of the contract.

Additional Information: Files will be furnished in PDF format.

**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.

**ELECTRONIC PREPRESS:** Immediately upon receipt and 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 Charleston 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.

If changes are made to the original PDF file, then upon completion of the order, the contractor must e-mail the final file (digital deliverables must be an exact representation) used to produce the final printed product in PDF. The file to be e-mailed to the person that signed the print order and cc infocharleston@gpo.gov.

**PROOFS:** Contractor to submit one "Press Quality" PDF soft proof (for content only) using 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. Email proofs on or before date indicated on the individual print order. Contractor must call agency contact indicated on each individual print order to confirm receipt. Contractor must not print prior to receipt of an OK to print.

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

See: [https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/vol\\_12.pdf?sfvrsn=2](https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/vol_12.pdf?sfvrsn=2)

White and Colored 13 CSU (Type B), Anticipate colors ordered will be as follows: red, green, blue, yellow, and manila.

Fluorescent 13 CSU (Type B). Anticipate fluorescent colors ordered will be as follows: red, orange, yellow, green, and pink.

White Spunbonded Olefin, DuPont™ Tyvek® or equal (Type D). NOTE: Some orders will require surface tinted to match a specific Pantone color. An additional ink charge (makeready and running) will be allowed for this operation.

**PRINTING:** Print face only or head-to-head, head-to-foot, or head-to-side (left or right) in one to three ink colors as indicated on the individual print order. Surface tinting, ink trapping and reverse printing will be required on some orders. When indicated on a print order the contractor will be required to double bump the ink and will be allowed to charge for each run through the press but will be allowed only one make ready charge per ink color.

Match Pantone number as indicated on the print order.

Some orders will print with Ultraviolet ink (inks containing UV inhibitor). Ultraviolet ink must not show any appreciable change in color after exposure in an Atlas Fadeometer for 340 standard fading hours or its equivalent. Ink must be weather resistant to withstand outside conditions such as sunlight and rain and resist fading when exposed to direct sunlight when used outdoors for a period of 1 year.

At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level III standards are maintained. Final output must be a minimum of 150 line screen and at a minimum resolution of 2400 x 2400 x 1 dpi or 600 x 600 x 8 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.

Identification markings such as register marks, commercial identification marks of any kind, etc., form number, and revision date, carried in the electronic files, must not print on the finished product.

**MARGINS:** All margins will be indicated on the print order, furnished electronic file, or furnished sample

## **CONSTRUCTION:**

*Laminate Overlay:* Clear laminate overlay, 2 mil thick. Laminate overlays, when required, will cover at least 75% of the surface of the tag. The location of the peel-down overlay will be indicated on the print order when it is required. An occasional order will require laminate on both sides. Surfaces under the laminate must accept ballpoint pen, felt tip pen, and permanent pen (such as Sharpie) writing.

*Surface:* Non-laminated surfaces must accept ballpoint pen, felt tip pen, and permanent pen (such as Sharpie) writing.

*Holes, Reinforcements, and Attachments:*

Holes – When required, drill one round hole 3/16” to 3/8” in size and position as specified on each print order. Usual position is top center.

Reinforcements – Metal grommets, smooth and unbroken on both sides and fiber patches (three times larger than drilled hole). Approximately 15 orders will require metal grommets.

Attachments (required on approximately 16 orders) will be one of the following: stainless steel wires (9 gauge or heavier), strings (Number 9 polished cotton, 12" or 18" long) or single use/non-reusable type of environmentally tolerant nylon tie of suitable size to fit through hole after grommet is in place. (Nylon tie must be at least 12" long and have a locking strength of not less than 50 lbs.).

Orders submitted for wire and string attachments include inserting attachments through the tags. Nylon ties will be grouped with the tags in the package and will not require insertion through the tags.

*Corners:* All orders will require clipped or rounded corners, as indicated on the print order.

*Numbering:* When numbering is required, the sequence, position, and ink color will be indicated on the print order. Numbering ink colors will be black or red, **must be dense and UV resistant**, and will be indicated on the print order. Numbering will generally occur in two locations.

*Perforations:* Perforating for separation as indicated in the furnished file will be required on an occasional order. Perforation should be medium or stiff release burst strength as indicated on the print order.

**PACKING:** When ordered, shrink wrap packaging will generally be required in units of 25, 50, or 100 each. Package quantities required will be indicated on each print order.

Pack in shipping containers not to exceed 45 pounds when fully packed.

**LABELING AND MARKING:** Contractor to download the “Labeling and Marking Specifications” form (GPO Form 905, R. 7-15) from [gpo.gov](http://gpo.gov), fill in appropriate blanks, and attach to shipping containers.

[https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/gpo905.pdf?sfvrsn=6fb9613d\\_4](https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/gpo905.pdf?sfvrsn=6fb9613d_4)

**DISTRIBUTION:** Deliver f.o.b. destination to addresses listed on the individual print order. Orders will ship to the states of AL, FL, GA, LA, MS, NC, OK, SC, TN, TX, or VA. Complete shipping addresses and quantities will be furnished on the individual print order.

For each order placed, contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to the agency contact indicated on the individual print order AND [infocharleston@gpo.gov](mailto:infocharleston@gpo.gov). The subject line of this message shall be “Distribution Notice for Program 6475-S, Jacket XXX-XXX, P.O. XXXXX, Print Order XXXXX.” The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

Upon completion of each order, contractor must return all furnished material (when applicable) to the address indicated on the print order.



All expenses incidental to picking up and returning of furnished materials (if applicable), and submitting proofs, must be borne by the contractor, regardless of delivery location.

**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).

When applicable, furnished material must be picked up from and delivered to various Government Agencies.

No definite schedule for pickup of material or placement of orders can be specified.

The following schedule begins upon notification of availability of print order and furnished material. If notification of availability is given after 2:00 p.m., the date of notification shall be the following workday.

PDF proofs will be sent within 24 hours of order, and will be withheld not more than two work days from receipt by the Government to receipt in contractor's plant.

Delivery dates for print orders will range from 10 to 20 workdays.

The ship/deliver date indicated on the print order is the date products ordered for delivery f.o.b. destination must be delivered to the destinations specified.

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

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 via e-mail to [infocharleston@gpo.gov](mailto:infocharleston@gpo.gov) or by faxing (843) 743-2068.

**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 for 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 for a like period of time.

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

I.	1.	(a)	(1)	(2)	(3)	
		(b)	3	4	1	
	2.	(a)	5	3	1	
		(b)	50	7	5	
	3.	(a)	14	4	4	
		(b)	265	140	5	
	4.	(a)	187	119	30	
		(b)	1	1	1	
	II.	(a)	(1)	(2)	(3)	
			110	5	5	
		(b)	80	50	5	
			5	250	5	
		(c)	100	5	5	
			III.	(a)	795	
		(b)		420		
				(c)(1)	66	
(2)		225				
(d)		10				
		795				
(e)(1)		15				
		(2)		225		
(f)		1				
		5				
(g)(1)		1				
	(2)	5				
(h)(1)	1					
	(2)	50				

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**SECTION 4. - SCHEDULE OF PRICES**

Bids offered are f.o.b. destination.

Prices must include the cost of all required materials and operations for each item listed in accordance with these specifications.

Bidder must make an entry in each of the spaces provided. Bids submitted with any obliteration, revision, or alteration of the order and manner of submitting bids may be declared nonresponsive.

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government.

Bids submitted with NB (No Bid), N/A (Not Applicable) or blank spaces for an item may be declared nonresponsive.

The Contracting Officer reserves the right to reject any offer that contains prices for individual items of production (whether or not such items are included in the Determination of Award) that are inconsistent or unrealistic in regard to other prices in the same offer or to GPO prices for the same operation if such action would be in the best interest of the Government.

All billing 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 rate.

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

The cost of all required stock/paper must be charged under Item II. "STOCK/PAPER."

**I. PRINTING, PACKING, AND DISTRIBUTION:**The prices offered must be all-inclusive for the product listed and shall include the costs of all required materials and operations, including proofs (except stock/paper) necessary for the printing, packing, and distribution of the product as defined in Section 2.- Specifications. Note that one additional ink color per side will be allowed to surface tint White, Spunbound Olefin, or Tyvek stock when indicated on the individual print order.

	<u>Format A</u> (1)	<u>Format B</u> (2)	<u>Format C</u> (3)
1. Printing face only in a single ink color:			
(a) Makeready and/or Setup..... per tag..... \$	_____	\$ _____	\$ _____
(b) Running ..... per 100 tags..... \$	_____	\$ _____	\$ _____
2. Printing face and back in a single ink color:			
(a) Makeready and/or Setup..... per tag..... \$	_____	\$ _____	\$ _____
(b) Running ..... per 100 tags..... \$	_____	\$ _____	\$ _____

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

	<u>Format A</u> (1)	<u>Format B</u> (2)	<u>Format C</u> (3)
3. Printing each side in an additional ink:			
(a) Makeready and/or Setup.....per color/per side..... \$_____	\$_____	\$_____	\$_____
(b) Running ..... per 100 tags..... \$_____	\$_____	\$_____	\$_____
4. Laminate Overlay:			
(a) Makeready and/or Setup.....per side..... \$_____	\$_____	\$_____	\$_____
(b) Running ..... per 100 tags ..... \$_____	\$_____	\$_____	\$_____

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

	<u>Format A</u> (1)	<u>Format B</u> (2)	<u>Format C</u> (3)
(a) White 13 CSU Tag (Type B) ..... per 100 tags..... \$_____	\$_____	\$_____	\$_____
(b) Standard Colored 13 CSU Tag (Type B)(per 100 tags ..... \$_____	\$_____	\$_____	\$_____
(c) Fluorescent 13 CSU Tag (Type D).....per 100 tags.....\$_____	\$_____	\$_____	\$_____
(d) White, Spunbonded Olefin, or Tyvek, o/e .per 100 tags....\$_____	\$_____	\$_____	\$_____

**III. ADDITIONAL OPERATIONS:**

(a) Clipping/Rounding Corners ..... per 100 tags ..... \$_____	\$_____
(b) Shrink Wrap Packaging ..... per package ..... \$_____	\$_____
(c) Attachments:	
(1) Wires ..... per 100 tags ..... \$_____	\$_____
(2) Strings..... per 100 tags ..... \$_____	\$_____
(3) Nylon ties ..... per 100 tags ..... \$_____	\$_____
(d) Drilling..... per 100 tags ..... \$_____	\$_____

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

(e) Reinforcements:

(1) Metal Grommets: Makeready and/or Setup.....per tag ..... \$ \_\_\_\_\_

(2) Metal Grommets: Running ..... per 100 tags ..... \$ \_\_\_\_\_

(3) Fiber Patches: Makeready and/or Setup .....per tag ..... \$ \_\_\_\_\_

(4) Fiber Patches: Running ..... per 100 tags ..... \$ \_\_\_\_\_

(f) Numbering:

(1) Makeready and/or Setup.....per location ..... \$ \_\_\_\_\_

(2) Running ..... per 100 tags ..... \$ \_\_\_\_\_

(g) Perforating:

(1) Makeready and/or Setup.....per tag ..... \$ \_\_\_\_\_

(2) Running ..... per 100 tags ..... \$ \_\_\_\_\_

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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THIS SECTION FOR GPO USE ONLY

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

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