

PROGRAM	3576-S TERM: Date of Award to April 30, 2018 + 4 Option Years		Associated Visual Comm.		Better Deal Printing, LLC		Image Square, Inc		Our Nine/dba/Midwest Grph		Poster Display Company		Texas Digital Copy & Print		WBC Inc. dba Lithexcel	
TITLE	OHARNG Banners		Canton, OH		Prescott, AZ		Santa Monica, CA		Columbus, OH		Indianapolis, IN		San Antonio, TX		Albuquerque, NM	
		BASIS OF AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I.	COMPLETE PRODUCT:															
(a)	Format "A" Scrim Vinyl Banners, per square foot, per banner	759	2.75	2,087.25	1.00	759.00	0.805	611.00	2.90	2,201.10	1.98	1,502.82	3.25	2,466.75	6.50	4,933.50
(b)	Format "B" Scrim Vinyl Banners, per square foot, per banner	1,166	2.75	3,206.50	1.00	1,166.00	0.805	938.63	2.40	2,798.40	1.98	2,308.68	3.25	3,789.50	5.80	6,762.80
	CONTRACTORS TOTALS			\$5,293.75		\$1,925.00		\$1,549.63		\$4,999.50		\$3,811.50		\$6,256.25		\$11,696.30
	PROMPT PAYMENT DISCOUNT		1.00%	\$52.94	0.50%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	1.00%	\$62.56	1.00%	\$116.96
	DISCOUNTED TOTALS		20 DAYS	\$5,240.81	7 DAYS	\$1,925.00	NET	\$1,549.63	NET	\$4,999.50	NET	\$3,811.50	20 DAYS	\$6,193.69	20 DAYS	\$11,579.34
							AWARDED CONTRACTOR									

Prepared by: Teri Shoffstall 04/26/2017

Reviewed by: Linda Price 04/27/2017



April 18, 2017

This is Amendment No. 1. The specifications in our request for quotes on Program 3576-S, scheduled for opening at 2:00 pm prevailing Columbus, Ohio time on April 26, 2017, are amended as follows:

1. The bid opening date is not changed.
2. On page 7 of the specifications, under "Schedule", replace the second paragraph with, "Complete production and delivery must be made within 3 to 5 workdays. The day after receipt of print order and furnished material is first day of the schedule."

All other specifications remain the same.

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

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

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

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

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

Sincerely,

WILLIAM M. LANSKY
Contracting Officer

WML/llp

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

Columbus, Ohio

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

OHARNG Banners

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

Ohio Army National Guard – NGOH-RRB-MKT

Single Award

TERM OF CONTRACT: The term of this contract is for 1 year (base year period for Date of Award through April 30, 2018) and 4 option year periods (May 1, 2018 through April 30, 2019; May 1, 2019 through April 30, 2020; May 1, 2020 through April 30, 2021 and May 1, 2021 through April 30, 2022). Special attention is directed to the following provision and clauses in Section 1 of this contract: “Option to Extend the Term of Contract”, and “Economic Price Adjustment.”

MAIL OR TELEFAX REPLY REQUESTED: Please review these specifications and mail your reply to U.S. Government Publishing Office, Columbus Regional Office, 1335 Dublin Road, Suite 112-B, Columbus, OH 43215 or telefax your reply to Columbus RPPO (614) 488-4577. **NO TELEPHONE OR E-MAIL QUOTES WILL BE ACCEPTED.**

QUOTES ARE REQUESTED BY: 2:00 p.m., prevailing Columbus, Ohio time

April 26, 2017

QUOTES MUST BE RECEIVED BY ABOVE DATE AND TIME, LATE QUOTES WILL NOT BE CONSIDERED.

BIDDERS PLEASE NOTE: Bidders are cautioned to familiarize themselves with all provisions of this contract before bidding. This is a new contract. No abstract is available.

For information of a technical nature call Linda Price at (614) 488-4616, ext. 7 (No collect calls).

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. 06/01)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Pub. 310.1, effective May 1979 (Rev. 08/02)).

- 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 <http://www.gpo.gov/pdfs/vendors/contractdisputes.pdf>.
- More GPO Publications can be found at: <http://www.gpo.gov/vendors/sfas.htm>.

SUBCONTRACTING: The predominate production function is the printing/imaging of banners. Bidders who must subcontract this function may be declared non-responsible.

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 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	Electronic File
P-10. Process Color Match	Electronic File

WARRANTY: Contract Clause 15, “Warranty”, of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 8-01)) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to one calendar year from the date the check is tendered as final payment. All other provisions remain the same.

OPTION TO EXTEND THE 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 5 years (**April 30, 2022**) 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” clause for authorized pricing adjustment(s).

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.

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 through April 30, 2018**, 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 **January 31, 2017**, 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.

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 may be supplemented by an individual “Print Order” for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

PRE-AWARD 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/subcontractors’ 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 April 30, 2018** plus for such additional period(s) as the contract is extended. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be “issued” upon notification by the Government for purposes of the contract, when it is electronically transmitted or otherwise physically furnished to the contractor in conformance with the schedule.

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

Except as otherwise provided in this contract, the Government shall order from the contractor 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.

DELIVERY/SHIPPING STATUS INFORMATION: Contractors are to report information regarding each order for compliance reporting purposes and include date of delivery (or shipment if applicable) for proofs and delivery schedules in accordance with the contract requirements by contacting Columbus RO via e-mail to trackcolumbus@gpo.gov, or by calling (614) 488-4616, ext. 0, or by faxing to (614) 488-4577.

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: <https://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/finance/index.htm>.

After award, at Government's option, the contractor to submit a copy of the print order, contractor's invoice, a PDF of the complete product, and all mailing and/or delivery receipts via e-mail to infocolumbus@gpo.gov or fax to 614-488-4577.

NOTE: Contractor's billing invoice must be itemized in accordance with the line items in Section 4 – Schedule of Prices, failure to do so may result in delayed payment.

SECTION 2. – SPECIFICATIONS

SCOPE: These specifications cover the production of banners requiring such operations as reproducibles, full color printing/imaging, packing, and delivery.

TITLE: OHARNG Banners.

NUMBER AND FREQUENCY OF ORDERS: Anticipate 88 orders per year.

QUANTITY: Anticipate 1 copy of each banner ordered, 1 to 10 banners per order.

NUMBER OF PAGES: Print face only.

TRIM SIZE: Banners will be 1 to 5 feet in width and 2 to 16 feet in length. Most banners will be 3 x 5', 4 x 6', or 5 x 7' with portrait or landscape orientation.

Banners will be ordered and paid for in their respective "Format" classification as follows:

- Format "A": Short dimension of banner (width) up to and including 3 feet (36 inches). Anticipate 52 orders per year.
- Format "B": Short dimension of banner (width) over 3 feet (36 inches), up to and including 5 feet (60 inches). Anticipate 36 orders per year.

GOVERNMENT TO FURNISH: Files created in InDesign, Photoshop, or Illustrator CS6 or higher on Windows or Mac platforms and furnished via e-mail in PDF.

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.

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

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

Digital Deliverables: If contractor is requested by Agency to make revisions, the contractor shall, prior to making revisions, copy the files and make all changes to the copy. No revisions are to be made to furnished files.

Upon completion of each order, the contractor must furnish final production native application files (digital deliverables). 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.

GPO FORMS: Various GPO Forms provided at time of award or with individual print order.

- Delivery/Shipping Status Report Form
- Form 905 (R. 3/90) "Labeling and Marking Specifications"
- Print Orders (GPO Form 2511)

MARKINGS: 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: All materials and operations, other than those listed under “Government to Furnish,” necessary to produce the product(s) in accordance with these specifications.

REPRODUCIBLES: The contractor must make all reproducibles required. The contractor is responsible for determining what type reproducibles will be used but must maintain the quality level specified in the contract. No separate charges will be allowed for the various types of reproducibles that may be used.

Further, the contractor is responsible for outputting all images contained on furnished material, regardless of the production process, at the highest effective resolution possible. The contractor is responsible for determining the appropriate output resolution to achieve optimal results for such design elements as blends, gradients, halftones, type and other images. This determination should be made using factors such as stock, imaging device (or press) being used, and other factors unique to the contractors production environment.

PROOFS: None required.

SUBSTRATE: 13 to 15 oz. (contractor’s option) scrim vinyl banner material suitable for indoor and outdoor use. Material to be suitable to withstand sun, wind, rain, snow, and other outdoor weather conditions without fading or otherwise deteriorating for at least one year.

PRINTING/IMAGING: Print/image face only in full color. UV resistant ink suitable to withstand sun, wind, rain, snow, and other outdoor weather conditions for one year.

At contractor’s option, the product may be produced via inkjet wide-format digital printing provided that Quality Level III standards are maintained. Final output must be wet ink, pigment-based. Dry ink/toner printing is not acceptable. Output must be at a minimum resolution of 1440 x 720 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

NOTE: If production method does not utilize UV ink, the banners must be flood coated with gloss UV.

MARGINS: Margins will be as indicated on the individual print order. May require bleeds (up to 4 sides) as provided by Government.

CONSTRUCTION: All 4 sides of banner to have 1” hem with 6 metal grommets of suitable diameter and weight. Number of grommets will be indicated on the individual print order. Most orders will require 3 grommets on left and right sides for a total of 6 grommets.

Banners will be installed at schools on outdoor fences and indoor hallways and gymnasiums. Construction must be suitable for display of at least one year. Installation by contractor is not required.

PACKING: Pack in shipping containers supplied by the contractor.

LABELING AND MARKING: Refer to Contract Terms and furnished Form 905.

DISTRIBUTION: Deliver f.o.b. destination to various Ohio addresses as indicated on the individual print order. Up to 10 delivery locations per order.

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) to be picked up with furnished material.

Complete production and delivery is required within 1 workday after receipt of print order and file(s). Schedule begins upon receipt of print order and file(s).

The ship/delivery date indicated on the print order is the date products must be received at destination.

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.

RETURN OF GOVERNMENT FURNISHED PROPERTY: The contractor shall retain the electronic files for potential reprints and remove the files when revised file is provided. Unless again the successful contractor, the contractor shall e-mail the most current electronic files of these banners to the address(es) indicated at the end of the contract term and remove all related electronic files from their systems.

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 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. (a) 759
- (b) 1,166

SECTION 4. – SCHEDULE OF PRICES

Bids offered are f.o.b. delivery at destination to various locations in Ohio.

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) 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 vouchers submitted to the GPO shall be based on the most economical method of production.

Bids for each "Format" shall be based on the square footage of the banner and paid for in their respective "Format" classification as follows:

- Format "A": Short dimension of banner (width) up to and including 3 feet (36 inches).
- Format "B": Short dimension of banner (width) over 3 feet (36 inches), up to and including 5 feet (60 inches).

When dimensions are provided in inches, square footage will be determined by multiplying the width times the length and dividing that by 144 and rounding off to the nearest tenth. When dimensions are provided in feet, square footage will be determined by multiplying the width times the length and rounding off to the nearest tenth:

- 36" x 60" = 2,160" divided 144 = 15.0 square feet
- 4' x 6' = 24.0 square feet

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

(a) Format "A" Scrim Vinyl Banners..... per square foot, per banner \$_____

(b) Format "B" Scrim Vinyl Banners..... per square foot, per banner \$_____

(Initials)

RETURN THIS PAGE TO GPO COLUMBUS REGIONAL OFFICE

SCHEDULE OF PRICES

QUOTE SUBMISSION AND BIDDERS NAME AND SIGNATURE: Fill out and return “Section 4. – Schedule of Prices”, initial or sign in the space provided. See page 1 for instructions on how and where to submit quote.

DISCOUNTS ARE OFFERED FOR PAYMENT AS FOLLOWS: _____ percent, _____ calendar days. (Refer to Article 12 “Discounts” of Solicitation Provisions in GPO Contract Terms (Pub. 310.2)).

BIDDER: _____

(Street Address – City – State – Zip Code)

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

(Person to be contacted)

(Telephone Number)

(Fax Number)

E-Mail Address: _____

CONTRACTOR CODE (if known): _____

SHIPMENT(S) WILL BE MADE FROM: City _____, State _____

RETURN THIS PAGE TO GPO COLUMBUS REGIONAL OFFICE