

PROGRAM No. 5578-S Date of Award thru October 31, 2017 plus 4 option years

TITLE: Recruiter Business Cards

DLA Document Services

ITEM	DESCRIPTION	BASIS OF AWARD 1 Year	ACCURATE WORD, LLC White Plains, MD		BUSINESS CARD, INC Normandy, TN		TAYLOR CORP. North Mankato, MN	
			UNIT PRICE	COST	UNIT PRICE	COST	UNIT PRICE	COST
I.	COMPLETE PRODUCT							
(a)	Navy: Print single ink color on face and back. Thermographic required on faceper 1,000 cards	135	18.50	2,497.50	11.00	1,485.00	24.50	3,307.50
(b)	Marines Corps: Print three ink colors on face and two on back Two of the three ink colors on face require Thermographic ... per 1,000 cards	561	38.75	21,738.75	16.00	8,976.00	43.35	24,319.35
II.	ADDITIONAL OPERATIONS: Prices offered shall include the cost of all required materials and operations necessary for the following operations.							
(a)	Proofs: PDF "Soft" Proofs via e-mailper name	5	10.00	50.00	1.00	5.00	10.00	50.00
(b)	F.O.B. Destination small common carrier charge							
(1)	Garden City, NYper order	12	25.00	300.00	38.00	456.00	--	0.00
(2)	Louisville, KYper order	12	30.00	360.00	15.50	186.00	--	0.00
(3)	California (San Diego, Mountain View and Sacramento)per order	24	50.00	1,200.00	98.00	2,352.00	--	0.00
(4)	Any other destination within Continental U.S.per order	2	75.00	150.00	75.00	150.00	--	0.00
	TOTAL OFFER:			\$26,296.25		\$13,610.00		\$27,676.85
	DISCOUNT:		1.00%	\$262.96	0.00%	\$0.00	0.00%	\$0.00
	NET OFFER:		20 Days	\$26,033.29	30 Days	\$13,610.00	30 Days	\$27,676.85

AWARDED

Abstracted by: Teri Shoffstall 10/7/16

Reviewed by: RLW 10/11/16

Contract Awarded to: Business Card, Inc.

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

Recruiter Business Cards

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

DLA Document Services, Norfolk, VA

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning Date of Award and ending October 31, 2017, plus up to 4 optional 12-month extension period(s) that may be added in accordance with the “*OPTION TO EXTEND THE TERM OF CONTRACT*” clause in Section 1 of this contract.

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 RO (614) 488-4577 or (614) 488-1481.

Telegraphic and e-mail quotes transmitted to GPO offices WILL NOT be considered.

QUOTES ARE REQUESTED BY: 2:00 p.m., prevailing Columbus, Ohio time, October 7, 2016.

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

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.

Abstract is available on GPO Web Site at <http://www.gpo.gov/abstracts/abstract.acton?region=Columbus>

LEGAL DISCLAIMER: Product names are the trademarks of the respective companies and do not indicate endorsement by the U.S. Government.

For information of a technical nature call Russell Woodmancy at (614) 488-4616, ext. 8 (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>.

REGULATIONS GOVERNING PROCUREMENT

The U.S. Government Publishing Office (GPO) is an office in the legislative branch of the United States Government. Accordingly, the Federal Acquisition Regulation is inapplicable to this, and all GPO procurements. However, the text of certain provisions of the Federal Acquisition Regulation as contained in the Code of Federal Regulations (CFR) are referenced in this solicitation. The bidder should note that only those provisions of the Federal Acquisition Regulation which are specifically incorporated by reference into this solicitation, are applicable.

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	Furnished Material/Approved Proofs
P-8. Solid/Screen Tint Color Match	Pantone Matching System

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 (October 31, 2021) as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the “*EXTENSION OF TERM OF CONTRACT*” clause. See also “*ECONOMIC PRICE ADJUSTMENT*” for authorized pricing adjustment(s).

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 October 31, 2017**, 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 **July 31, 2016** 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.

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

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.

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 **Date of Award through October 31, 2017** (plus options). All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be “*issued*” for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

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

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

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

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

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

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

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

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. Personnel receiving e-mail, phone call, or fax will be unable to respond to questions of a technical nature or transfer any inquiries.

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>.

At time of invoicing, the contractor shall submit a copy of the print order, contractor’s invoice, and PDF of each name (multi-up pages acceptable) via e-mail to trackcolumbus@gpo.gov.

SECTION 2. – SPECIFICATIONS

SCOPE: These specifications cover the production of thermography business cards, requiring such operations as composition, proofs, thermographic and flat printing in one to three colors, trimming, packing, and distribution.

TITLE: Recruiter Business Cards.

Specifications apply equally to both Navy and Marine Corps orders unless otherwise indicated.

NUMBER OF ORDERS/QUANTITY: Approximately 50 total orders per year, 1 to 60 names per order. Each order will be either Navy or Marine Corps.

Anticipate 1,000 cards per name.

Navy: Approximately 135 names per year over approximately 5 orders.

Marine Corps: Approximately 561 names per year over approximately 45 orders.

TRIM SIZE: 3-1/2 x 2”.

NO QUANTITY VARIATION ALLOWED.

EXHIBIT: Exhibit “A” has current template for Navy and Marine Corp cards ordered under the contract.

GOVERNMENT TO FURNISH: Most orders will be furnished via e-mail or contractor maintained FTP site. Static data furnished in PDF format. Variable data in MS-Word and/or MS-Excel format per each order.

Electronic Page Layout in PDF sample, including department seals/logos, will be furnished upon award of the contract per Exhibit “A”. Currently using one style as see in Exhibit “A” for each of the Navy and Marine Corps business cards. However, styles/templates may be added, deleted, or modified throughout the duration of the contract. Contractor to take current PDF sample styles and make into templates.

NOTE: All software upgrades (for specific applications) which may occur during the term of the contract must be supported by the contractor.

Color(s): May be identified as one or more of the following: RGB, CMYK, and/or Pantone/Spot colors. Contractor to convert all RGB and CMYK colors to Pantone colors listed under “*PRINTING*”, color builds are not allowed.

Fonts: All fonts will be embedded and/or embedded subset on the initial card layout/template file, see Exhibit “A” for visual of page layout/fonts. Contractor will be required to set in same or similar typeface with average type dimension.

Output: High resolution (1200 dpi or higher) output required.

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 Columbus GPO Contracting Officer prior to further performance.

Contractor must have the ability to edit PDF when furnished by the Government.

Contractor is not to request that electronic files provided be converted to a different format. If contractor wishes to convert files to a different file format, the final output must be of the same or higher quality.

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.

Form 905 (Rev. 3/90) “*Labeling and Marking Specifications*”.

Delivery/shipping status report form.

GPO Form 2511, Print Order.

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

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.

COMPOSITION: Contractor will be required to set type, including text matter, lines/rules, seals, and/or logos. Contractor will be responsible for error-free typesetting/composition. It is the contractor’s responsibility to use the proper format and seal. The print order or furnished material will indicate the seal and format to be used.

TYPESETTING: Contractor responsible for typesetting in same or similar font as furnished files. If the cards for a name are rejected due to typesetting or other contractor error, the contractor will be required to reprint and deliver the replacement cards within 7 workdays after notification at no additional cost to the government. Contractor will be required to receive and respond to facsimile and/or e-mail notifications of rejected orders.

PROOFS: An occasional order will require the contractor to submit PDF “*soft*” proofs, as indicated on the individual print order.

PDF “Soft” Proofs: Contractor to submit one “*Press Quality*” PDF “*soft*” proof (for content only) of each name indicated on the individual print order 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. Pantone Matching System will be used for color match.

Proof to be submitted via e-mail provided on the individual print order or contractor maintained FTP site. Contractor must call the individual indicated on the print order to confirm receipt.

If any contractor’s errors are serious enough in the opinion of the GPO to require revised proofs, the revised proofs are to be provided at no expense to the Government. No extra time can be allowed for this reproofing; such operations must be accomplished within the original production schedule allotted in the specifications.

In the event proofs are disapproved by the Government, or the contractor fails to submit proofs in a sufficient amount of time to meet the delivery schedule, the contractor may be deemed to have failed to make progress, and is subject to the termination for default clause.

However, failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the original production schedule allotted in the specifications.

When errors are caused by the Government and the Government deems it necessary to require additional set(s) of revised proofs, an additional workday in the Schedule will be allowed.

The contractor must not print prior to receipt of an “*OK to Print*” by the Government.

Order with No Proofs: On orders that do not require proofs, the contractor will be responsible for performing all necessary proofreading to insure that the final product is in conformity with the copy submitted.

If cards are determined to be rejectable due to typesetting or other contractor error(s), the contractor will be required to reprint and deliver the replacement cards within 5 workdays after notification at no additional cost to the Government.

Rejection rate of 5% or greater may be cause for the Government to hold the contractor in default on this contract. Contractor must have the capability to receive telefaxed and e-mailed notifications of rejected orders.

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

All stock/paper used in each copy must be of a uniform shade. All stock/paper used must be suitable for use on thermographic equipment.

Navy: Bright White Smooth-finish Cover, basis size, 20 x 26”, 80 lbs. per 500 sheets, equal to JCP Code L21, except for minimum brightness value to be 93.

Marine Corps: White Linen-finish Cover, basis size 20 x 26”, 80 lbs. per 500 sheets, equal to JCP Code L21, except for minimum brightness value to be 93.

PRINTING: It is anticipated that only one format/style will be ordered for each of the Navy and Marine Corps; however, the contractor is cautioned that format may change without notice. See Exhibit “A” for format/style.

Navy:

Face: Print type and line matter (logo) and grayscale seal. Thermographic imaging in Pantone 281 Blue. Image with Navy Seal, Navy Logo (anticipate 4 lines of static data), and up to 10 lines of variable data.

Back: Flat imaging in Pantone 281 Blue. Image 5 lines of static data.

Marine Corps:

Face prints in three colors as follows: Black, Pantone Cool Gray 8 and Pantone Red 200. Thermographic (raised) required for Black and Pantone Cool Gray 8 but not for Red.

Back requires flat printing in two colors, Black and Pantone Red 200.

MARGINS: Follow furnished material.

Navy: Face and Back copy centers unless otherwise indicated.

Marine Corps: Face has full bleed on bottom with common bleed left and right. Back copy centers unless otherwise indicated.

BINDING: Trim 4 sides to 3-1/2 x 2”.

INTERNAL PACKING: Box in units 500 or 1,000 (contractor's option unless otherwise stated on individual print order) and affix a copy of the card therein to the outside of each box. Do not intermix cards.

EXTERNAL PACKING: Combine all boxes that ship to the same destination in one shipping container. Total weight per container is not to exceed 45 lbs.

Quantities of less than a half container full are to be packed in shipping bundles. A print order may contain business cards going to a number of different destinations.

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

DISTRIBUTION: Deliver f.o.b. destination to one destination as specified on the individual print order via traceable means. Destinations will be located within the continental United States. Majority of the destinations ordered under this contract are listed as follows:

<u>Location</u>	<u>Type of Business Card</u>
Garden City, NY 11530	Marine Corps
Louisville, KY 40202	Marine Corps
San Diego, CA 92140	Marine Corps
San Diego, CA 92147	Navy
Mountain View, CA 94043	Marine Corps
Sacramento, CA 95834	Marine Corps

Tracking Number: Upon shipment, email the tracking number to trackcolumbus@gpo.gov with the Program Number 5578-S and Print Order Number in the Subject line. Some orders may also require the tracking number to be emailed to the ordering DLA Defense Service personnel on the Print Order.

Agency Samples: Not later than five workdays after actual delivery of each order, deliver 2 samples of each name on the order to the ordering DLA Defense Services personnel on the Print Order.

Order Tracing: In addition to above, occasionally, the Government may request the contractor to trace a specific order to identify when it was received and who signed for it. This requested information must be provided by the contractor within two workdays following the date of the Government's request. After receiving the information, the Government may request a copy of the signed delivery receipt.

Accurate and timely tracing of orders is considered an important element of these contract specifications and the contractor may be held in default for failure to provide this information as specified.

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). The Government will fax or e-mail the Print Order to the contractor when the Government furnished material is e-mailed or FTP to the contractor.

The production schedule shall begin the workday following contractor's receipt of print order and furnished material. Workdays are Monday through Friday, exclusive of Federal Holidays.

No additional time will be allowed for multiple print orders placed at the same time or whose schedules overlap.

The numbers under the column headed "*WD After*" represent the number of workdays allowed to complete that certain part of the schedule after completion of the preceding part.

Orders when proofs are required:

	<u>WD After</u>
Contractor to submit proofs.....	2
Contractor pickup page proofs.....	1 to 2
Complete production and delivery at destination	7

Orders when Proofs are not required:

	<u>WD After</u>
Complete production and delivery at destination	8

The ship/deliver date indicated on the Print Order is the date products ordered must be delivered to the destination specified. The above listed "*WD After*" is the minimum schedule and on some orders the contractor will be allowed more time for delivery up to 20 total workdays.

The contractor may be held in default on this contract for failure to adhere to the schedule.

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 for a like period of time.

The following item designation corresponds to the one listed in the “*Schedule of Prices*”.

- I. (a) 135
- (b) 561

- I. (a) 5
- (b) (1) 12
- (2) 12
- (3) 24
- (4) 2

SECTION 4. – SCHEDULE OF PRICES

Bids offered are f.o.b. destination to various addresses within the continental United States.

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

Prices shall be all-inclusive, covering all materials and operations, for complete production 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.

Fractional parts of 1,000 will be prorated at the per 1,000 rate.

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, except for Item II. Additional Operations.

(a) Navy: Print single ink color on face and back.

Thermographic required on faceper 1,000 cards.....\$ _____

(b) Marine Corps: Print three ink colors on face and two on back. Two of the three ink colors on

face require Thermographic.....per 1,000 cards.....\$ _____

RETURN THIS PAGE TO GPO COLUMBUS REGIONAL OFFICE

(Initials)

SCHEDULE OF PRICES

II. ADDITIONAL OPERATIONS: Prices offered shall include the cost of all required materials and operations necessary for the following operations.

- (a) Proofs: PDF "Soft" Proofs via e-mailper name..... \$ _____
- (b) F.O.B. Destination small common carrier charge
 - (1) Garden City, NYper order..... \$ _____
 - (2) Louisville, KYper order..... \$ _____
 - (3) California (San Diego, Mountain View,
and Sacramento)per order..... \$ _____
 - (4) Any other destination within Continental U.S.....per order..... \$ _____

QUOTE SUBMISSION AND BIDDERS NAME AND SIGNATURE: Fill out and return two copies of all pages in "Section 4. - Schedule of Prices," initial or sign each in the space provided. See Page 1 for instructions on how and where to submit quotation.

**Discounts are offered for payment as follows: _____ percent, _____ calendar days.
See 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)

(GPO Contractor Code Number if Known) (e-mail address)

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

RETURN THIS PAGE TO GPO COLUMBUS REGIONAL OFFICE

EXHIBIT A
(Images not per Size)

Navy Front Image



Navy Back Image



Marine Corps Front Image



Marine Corps Back Image

