

Program No 3203-S Term DATE OF AWARD to 07/31/18										
TITLE: U.S. Army War College Publications										
			GRAY GRAPHICS		LITHEXCEL/WBC		McDONALD & EUDY PRINTERS, INC.		PRODUCTION PRESS	
			Capitol Heights, MD		Albuquerque, NM		Temple Hills, MD		Jacksonville, IL	
ITEM NO.	DESCRIPTION	BASIS OF AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I.	<u>ELECTRONIC PREPRESS:</u>									
(a)	System Timework.....per hour	15	\$85.00	1,275.00	\$80.00	1,200.00	\$75.00	1,125.00	\$100.00	1,500.00
(b)	PDF Soft Proof.....per trim/page-size unit	12	\$2.00	24.00	\$5.00	60.00	\$2.50	30.00	\$14.00	168.00
(c)	Digital One-piece composite laminated halftone proof.....per trim/page-size unit	816	\$20.00	16,320.00	\$16.00	13,056.00	\$2.50	2,040.00	\$4.17	3,402.72
II.	<u>PRINTING:</u>									
(a) (1)	Format A - Text pages printing in black ink:									
1.	Makeready and/or setup charge.....per page	24	\$8.00	192.00	\$5.00	120.00	\$6.50	156.00	\$7.42	178.08
2.	Run per.....100 copies	36	\$0.20	7.20	\$1.00	36.00	\$0.15	5.40	\$0.97	34.92
(2)	Format B - Text pages printing in black ink:									
1.	Makeready and/or setup charge.....per page	336	\$8.00	2,688.00	\$5.00	1,680.00	\$6.50	2,184.00	\$7.94	2,667.84
2.	Run per.....100 copies	756	\$0.20	151.20	\$1.00	756.00	\$0.15	113.40	\$0.99	748.44
(3)	Format C - Text pages printing in black ink:									
1.	Makeready and/or setup charge.....per page	68	\$8.00	544.00	\$7.00	476.00	\$6.50	442.00	\$9.00	612.00
2.	Run per.....100 copies	374	\$0.20	74.80	\$1.00	374.00	\$0.15	56.10	\$1.47	549.78
(4)	Format D - Text pages printing in black ink:									
1.	Makeready and/or setup charge.....per page	12	\$6.00	72.00	\$5.00	60.00	\$6.50	78.00	\$10.00	120.00
2.	Run per.....100 copies	3,480	\$0.15	522.00	\$0.80	2,784.00	\$0.15	522.00	\$1.29	4,489.20
(5)	Format E - Text pages printing in black ink:									
1.	Makeready and/or setup charge.....per page	1,024	\$8.00	8,192.00	\$8.00	8,192.00	\$6.50	6,656.00	\$11.00	11,264.00
2.	Run per.....100 copies	5,120	\$0.20	1,024.00	\$1.00	5,120.00	\$0.15	768.00	\$1.67	8,550.40
(b) (1)	Format A - Printing separate cover in a single ink color:									
1.	Makeready and/or setup charge..... per side	1	\$100.00	100.00	\$36.00	36.00	\$60.00	60.00	\$70.00	70.00
2.	Run per.....100 copies	2	\$4.00	8.00	\$2.00	4.00	\$6.00	12.00	\$10.00	20.00
(2)	Format B - Printing separate cover in a single ink color:									
1.	Makeready and/or setup charge..... per side	4	\$100.00	400.00	\$36.00	144.00	\$60.00	240.00	\$74.00	296.00
2.	Run per.....100 copies	9	\$4.00	36.00	\$2.00	18.00	\$6.00	54.00	\$11.33	101.97
(3)	Format C - Printing separate cover in a single ink color:									
1.	Makeready and/or setup charge..... per side	2	\$100.00	200.00	\$40.00	80.00	\$60.00	120.00	\$80.00	160.00
2.	Run per.....100 copies	11	\$4.00	44.00	\$2.00	22.00	\$6.00	66.00	\$16.00	176.00
(4)	Format D - Printing separate cover in a single ink color:									
1.	Makeready and/or setup charge..... per side	—	—	—	—	—	—	—	—	—
2.	Run per.....100 copies	—	—	—	—	—	—	—	—	—
(5)	Format E - Printing separate cover in a single ink color:									
1.	Makeready and/or setup charge..... per side	16	\$100.00	1,600.00	\$48.00	768.00	\$60.00	960.00	\$82.00	1,312.00
2.	Run per.....100 copies	80	\$4.00	320.00	\$2.50	200.00	\$6.00	480.00	\$7.97	637.60
(c) (1)	Format A - Printing separate cover in one additional ink color:									
1.	Makeready and/or setup charge..... per color/per side	1	\$100.00	100.00	\$36.00	36.00	\$100.00	100.00	\$34.00	34.00
2.	Run per.....100 copies	2	\$3.00	6.00	\$2.00	4.00	\$9.00	18.00	\$7.00	14.00
(2)	Format B - Printing separate cover in one additional ink color:									
1.	Makeready and/or setup charge..... per color/per side	1	\$100.00	100.00	\$36.00	36.00	\$100.00	100.00	\$36.00	36.00
2.	Run per.....100 copies	2	\$3.00	6.00	\$2.00	4.00	\$9.00	18.00	\$8.00	16.00
(3)	Format C - Printing separate cover in one additional ink color:									
1.	Makeready and/or setup charge..... per color/per side	1	\$100.00	100.00	\$40.00	40.00	\$100.00	100.00	\$50.00	50.00
2.	Run per.....100 copies	6	\$3.00	18.00	\$2.00	12.00	\$9.00	54.00	\$12.00	72.00
(4)	Format D - Printing separate cover in one additional ink color:									
1.	Makeready and/or setup charge..... per color/per side	—	—	—	—	—	—	—	—	—
2.	Run per.....100 copies	—	—	—	—	—	—	—	—	—

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(5)	Format E - Printing separate cover in one additional ink color:									
1.	Makeready and/or setup charge..... per color/per side	—	—		—		—		—	
2.	Run per..... 100 copies	—	—		—		—		—	
III.	<u>PAPER:</u>									
(a) (1)	Format A - White Offset Book (50-lb.).....per 100 leaves	18	\$1.00	18.00	\$0.80	14.40	\$0.60	10.80	\$0.47	8.46
(2)	Format B	378	\$1.00	378.00	\$0.90	340.20	\$0.60	226.80	\$0.48	181.44
(3)	Format C	187	\$1.00	187.00	\$1.00	187.00	\$0.70	130.90	\$0.81	151.47
(4)	Format D	1,740	\$0.80	1,392.00	\$0.80	1,392.00	\$0.60	1,044.00	\$0.59	1,026.60
(5)	Format E	2,240	\$1.00	2,240.00	\$1.10	2,464.00	\$0.75	1,680.00	\$0.89	1,993.60
(b) (1)	Format A - Colored Writing (20-lb.).....per 100 leaves	—	—		—		—		—	
(2)	Format B	—	—		—		—		—	
(3)	Format C	—	—		—		—		—	
(4)	Format D	—	—		—		—		—	
(5)	Format E	320	\$2.00	640.00	\$1.50	480.00	\$1.50	480.00	\$1.44	460.80
(c) (1)	Format A - White Vellum Finish Cover (65-lb.).....per 100 leaves	—	—		—		—		—	
(2)	Format B	—	—		—		—		—	
(3)	Format C	—	—		—		—		—	
(4)	Format D	—	—		—		—		—	
(5)	Format E	20	\$6.00	120.00	\$4.65	93.00	\$4.50	90.00	\$2.44	48.80
(d) (1)	Format A - Colored Vellum Finish Cover (65-lb.)...per 100 leaves	—	—		—		—		—	
(2)	Format B	—	—		—		—		—	
(3)	Format C	—	—		—		—		—	
(4)	Format D	—	—		—		—		—	
(5)	Format E	60	\$8.00	480.00	\$5.50	330.00	\$6.00	360.00	\$3.22	193.20
(e) (1)	Format A - White Litho Coated Cover (80-lb.)... ..per 100 leaves	4	\$8.00	32.00	\$4.00	16.00	\$3.00	12.00	\$1.29	5.16
(2)	Format B	18	\$8.00	144.00	\$4.00	72.00	\$3.00	54.00	\$1.39	25.02
(3)	Format C	11	\$8.00	88.00	\$5.00	55.00	\$5.00	55.00	\$2.56	28.16
(4)	Format D	—	—		—		—		—	
(5)	Format E	—	—		—		—		—	
IV.	<u>ADDITIONAL OPERATIONS:</u>									
(a) (1)	Saddle-stitched.....per copy	150	\$0.10	15.00	\$0.10	15.00	\$0.20	30.00	\$0.18	27.00
(2)		675	\$0.10	67.50	\$0.10	67.50	\$0.20	135.00	\$0.22	148.50
(3)		550	\$0.10	55.00	\$0.10	55.00	\$0.20	110.00	\$0.25	137.50
(4)		29,000	\$0.08	2,320.00	\$0.10	2,900.00	\$0.20	5,800.00	\$0.03	870.00
(5)		500	\$0.10	50.00	\$0.10	50.00	\$0.20	100.00	\$0.38	190.00
(b) (1)	Perfect-bound.....per copy	—	—		—		—		—	
(2)		225	\$0.20	45.00	\$0.48	108.00	\$0.50	112.50	\$0.41	92.25
(3)		—	—		—		—		—	
(4)		—	—		—		—		—	
(5)		3,500	\$0.20	700.00	\$0.68	2,380.00	\$0.50	1,750.00	\$0.50	1,750.00
(c)	package	420	\$0.30	126.00	\$0.35	147.00	\$0.25	105.00	\$0.24	100.80
(d)	Drilling (each run - Format E only).....per 100 leaves	2,520	\$0.05	126.00	\$0.80	2,016.00	\$0.07	176.40	\$0.11	277.20
V.	<u>PACKING AND DISTRIBUTION:</u>									
(a)	Bulk Shipments.....per container	60	\$3.00	180.00	\$1.50	90.00	\$4.00	240.00	\$4.27	256.20
(b)	Mailed Shipments (Format D).....per 1,000 copies	29	\$45.00	1,305.00	\$35.00	1,015.00	\$35.00	1,015.00	\$169.88	4,926.52
	CONTRACTOR TOTALS			44,832.70		\$49,605.10		\$30,275.30		\$50,179.63
	DISCOUNT		1.00%	448.33	1.00%	\$496.05	1.00%	\$302.75	5.00%	\$2,508.98
	DISCOUNTED TOTALS			44,384.37		\$49,109.05		\$29,972.55		\$47,670.65
										AWARDED

U.S. GOVERNMENT PUBLISHING OFFICE

Philadelphia, PA

For the Procurement of

U. S. Army War College Publications

as requisitioned from the U.S. Government Publishing Office (GPO) by the
Department of Defense, Defense Logistics Agency (DLA) Document Services
Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning Date of Award and ending July 31, 2018 plus up to four (4) optional 12-month extension period(s) that may be added in accordance with the "Option to Extend the Term of the Contract" clause in Section 1 of this contract.

BID OPENING: Bids shall be publicly opened at 11:00 A.M., prevailing Philadelphia, PA time, on July 19, 2017.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to:
U.S. Government Publishing Office, Customer Services, Philadelphia Regional Office, Agency Procurement Services, Southampton Office Park, 928 Jaymor Road, Suite A-190, Southampton, PA 18966-3820. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO, Fax No. (215) 364-6476 or 6479. The program number and bid opening date must be specified with the bid. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised June 2001.

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.

Abstracts of contract prices are available at:

<https://www.gpo.gov/gpo/abstracts/abstract.action?region=Philadelphia>

For information of a technical nature, contact Diane Peluso at (215) 364-6465 x4, or email dpeluso@gpo.gov.

SECTION 1. - GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised 8-02)).

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

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

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

SUBCONTRACTING: Subcontracting will not be permitted.

GPO IMPRINT REQUIREMENT: The GPO imprint requirement, GPO Contract Terms, Supplemental Specifications, No. 9, is waived.

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	O.K. Proofs/Average Type Dimension/ Electronic media
P-8. Halftone Match (Single and Double Impression)	O.K. Proofs /Electronic media
P-9. Solid and Screen Tint 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 (5) 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 adjustment(s).

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

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

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from Date of Award through July 31, 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 March 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.

SECURITY WARNING: It is the contractor’s responsibility to properly safeguard personally identifiable information (PII) from loss, theft, or inadvertent disclosure and to immediately notify the Government of any loss of personally identifiable information. PII is “information which can be used to distinguish or trace an individual’s identity, such as their name, social security number, biometric records, etc., alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as date and place of birth, mother’s maiden name, etc.” (Ref.: OMB Memorandum 07-16.) Other specific examples of PII include, but are not limited to:

- (a) Personal identification number, such as passport number, driver’s license number, taxpayer identification number, or financial account or credit card number;
- (b) Address information, such as street address or personal email address; and,
- (c) Personal characteristics, including photographic image (especially of face or other distinguishing characteristic), fingerprints, handwriting, or other biometric image or template data (e.g., retina scans, voice signature, facial geometry).

PRE-AWARD SURVEY: In order to determine the responsibility of the contractor, the Government reserves the right to conduct an on-site pre-award 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.

PRE-AWARD SECURITY PLAN: The contractor being considered for award shall be required to submit their proposal for the safeguarding and handling of the Government furnished mailing addresses via email within one (1) workday after the review and confirm process for the ordering agency's review for acceptance.

SECURITY CONTROL PLAN: The contractor shall operate and maintain an effective security system whereby materials used to perform the contract are manufactured and/or stored (e.g., while awaiting distribution or disposal) so as to ensure against theft and/or the unauthorized possession of the materials. Contractor is cautioned that Government provided information shall not be used for non-government business. Specifically, Government information shall not be used for the benefit of a third party.

The Government retains the right to conduct on-site security reviews at any time during this contract.

1. The plan shall contain at a minimum how Government files (data) will be secured to prevent disclosure to a third party prior to and after termination of contract;
2. Explain how all accountable materials will be handled throughout all phases of production;
3. How the disposal of waste materials will be handled; and,
4. How all applicable Government-mandated security/privacy/rules and regulations as cited in this contract shall be adhered to by the contractor and/or subcontractor(s).

POST-AWARD CONFERENCE: The total requirements of the job as indicated in these specifications, will be reviewed by Government representatives with the contractor's representatives and the ordering agency at the GPO Philadelphia Regional Office or by conference call at Government's option immediately after award.

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

ORDERING: Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from Date of Award through July 31, 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(s) 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(s), 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(s) within the time specified in the order, and the rights and obligations of the contractor(s) 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(s) 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.

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.

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 the following web address:

<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>.

PRIVACY ACT NOTIFICATION: This procurement action requires the contractor to do one or more of the following: design, develop, or operate a system of records on individuals to accomplish an agency function in accordance with the Privacy Act of 1974, Public Law 93-579, December 31, 1974 (5 U.S.C. 552a) and applicable agency regulations. Violation of the Act may involve the imposition of criminal penalties as stated in 5 U.S.C. 552a (i)(1) CRIMINAL PENALTIES. It is incumbent upon the contractor to inform its officers and employees of the penalties for improper disclosure imposed by the Privacy Act of 1974, 5 U.S.C. 552a, specifically, 5 U.S.C. 552a (i)(1) CRIMINAL PENALTIES and m(1) GOVERNMENT CONTRACTORS.

PRIVACY ACT

(a) The contractor agrees:

(1) to comply with the Privacy Act of 1974 and the rules and regulations issued pursuant to the Act in the design, development, or operation of any system of records on individuals in order to accomplish an agency function when the contract specifically identifies (i) the system or systems of records and (ii) the work to be performed by the contractor in terms of any one or combination of the following: (A) design, (B) development, or (C) operation;

(2) to include the solicitation notification contained in this contract in every solicitation and resulting subcontract and in every subcontract awarded without a solicitation when the statement of work in the proposed subcontract requires the design, development, or operation of a system of records on individuals to accomplish an agency function; and

(3) to include this clause, including this paragraph (3), in all subcontracts awarded pursuant to this contract which require the design, development, or operation of such a system of records.

(b) In the event of violations of the Act, a civil action may be brought against the agency involved where the violation concerns the design, development, or operation of a system of records on individuals to accomplish an agency function, and criminal penalties may be imposed upon the officers or employees of the agency where the violation concerns the operation of a system of records on individuals to accomplish an agency function. For purposes of the Act when the contract is for the operation of a system of records on individuals to accomplish an agency function, the contractor and any employee of the contractor is considered to be an employee of the agency.

(c) The terms used in this clause have the following meanings:

(1) "Operation of a system of records" means performance of any of the activities associated with maintaining the system of records including the collection, use, and dissemination of records.

(2) "Record" means any item, collection or grouping of information about an individual that is maintained by an agency, including, but not limited to, his education, financial transactions, medical history, and criminal or employment history and that contains his name, or the identifying number, symbol, or other identifying particular assigned to the individual, such as a finger or voice print or a photograph.

(3) "System of records" on individuals means a group of any records under the control of any agency from which information is retrieved by the name of the individual or by some identifying number, symbol, or other identifying particular assigned to the individual.

SECTION 2.- SPECIFICATIONS

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

TITLE: U. S. Army War College Publications.

FREQUENCY OF ORDERS: Based on past performance, it is anticipated that approximately 10 to 20 orders will be placed per year.

QUANTITY: Approximately 100 to 600 copies per order.

NOTE: An annual self-covered retiree bulletin, saddle-wire stitched, prints approximately 29,000 copies.

NUMBER OF PAGES: Approximately 20 to 150 pages (plus cover, when required) per order. An occasional order may be placed for more than 150 pages.

NOTE: An annual self-covered retiree bulletin prints approximately 12 to 16 pages per order.

TRIM SIZES: Various trim sizes will be ordered and paid for in their respective "Format" classification as follows:

- Format A: 5-7/8 x 8-3/4"
- Format B: 6 x 9"
- Format C: 7 x 10"
- Format D: 8-1/2 x 5-1/2" (annual bulletin)
- Format E: 8-1/2 x 11"

NOTE: An annual self-covered retiree bulletin requires trim size to 8-1/2 x 11" for the ordering agency's f.o.b. destination copies indicated per print order.

It is anticipated that approximately 21% of the total orders will be for Formats "A", "C" and "D", approximately 27% of the total orders for Format "B", and approximately 52% of the total orders for Format "E".

GOVERNMENT TO FURNISH:

Electronic Media will be furnished as follows:

- Platform: IBM with Microsoft Windows 7.
- Storage Media: CD-ROM, Email.
- Software: Adobe In-Design Creative Cloud 2017, Corel Draw XU, Adobe Acrobat X Pro, MS Excel 2013.
- Fonts: All printer and screen fonts will be furnished/embedded, as applicable.

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.

Additional

- Information: Files will be furnished in native application and/or PDF formats.
GPO Form 952 (Desktop Publishing - Disk Information).
A visual of the furnished electronic files will be provided.
Pantone color will be used for color identification.
Distribution list in Excel format. Password to be emailed separately.

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 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.

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 the Government Publishing Office, Philadelphia Regional Office.

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.

The contractor shall have available all the screen and printer fonts required to successfully output each page.

All halftones are to be 150-line screen or finer.

When required by the Government, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions.

Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

Upon completion of each order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government. The Government will accept PDF files as digital deliverable when furnished by the Government.

PROOFS:

When Ordered –

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.

When Ordered –

If produced via conventional printing, one (1) set of digital one-piece composite laminated halftone proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400. Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8 x 1/8" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet. Proofs must show dot structure.

In lieu of digital one-piece laminated halftone proofs, at contractor's option, one (1) set of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted. A proofing RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles Technology, and meets or exceeds industry tolerance to ISO 12647-7 standard for Graphic Technology (as of 3/19/09, and future amendments) must be utilized.

Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy: IDEAlliance ISO 12647-7 (2009 or later).

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration and indicate margins. Proofs will be used for color match on press.

Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

If produced via digital printing, the contractor is required to furnish one (1) set of digital color one-off proofs created using the same output device that will be used to produce the final printed product on the actual production stock. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size/format of the product, as applicable. Proof will be used for color match on the press on the production run.

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.

The contractor must not print prior to receipt of an "O.K. to Print.

PROOF DELIVERY NOTIFICATION: The contractor must notify the US GPO Philadelphia regional office via facsimile or email when the proofs are shipped to the department and provide the name of the carrier service and tracking number. In addition, if the proofs are not returned by the department within the specified time the contractor must notify the GPO that the proofs have not been returned. Send proof delivery notification via facsimile to (215) 364-6476/6479 or email infophiladelphia@gpo.gov. Include GPO (*jacket numbers* or *Program/Print Order numbers*) with all correspondence and in the subject line.

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

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

All text paper used in each copy must be of a uniform shade. All cover paper must have the grain parallel to the spine. The paper to be used will be indicated on each print order.

Text:

White Offset Book, basis weight: 50 lbs. per 500 sheets, 25 x 38", equal to JCP Code A60.

Colored Writing (Tablet Option), basis weight: 20 lbs. per 500 sheets, 17 x 22", equal to JCP Code D10.

Cover:

White Litho (Gloss) Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

White and Colored Vellum-Finish Cover, basis weight: 65 lbs. per 500 sheets, 20 x 26", equal to JCP Code L20.

PRINTING:

Black: 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 1200 x 1200 dpi x 1 bit or 600 x 600 dpi x 4 bit depth technology.

Color: 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 wet ink, pigment-based with a minimum of 175 line screen. Dry ink/toner and inkjet printing are not acceptable. Output must be at a minimum resolution of

2400 x 2400 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. Resolution that is enhanced or simulated by software will not be acceptable. Print text pages head-to-head in black ink. Some text pages may contain halftones.

When ordered, perfect bound covers may contain reverse out printing or black ink on the backstrip.

Cover 1 prints; covers 2, 3 and 4 may print as indicated on the print order.

Covers print in black or black plus a single Pantone color. Contractor to match Pantone number as indicated on the print order.

For Litho (Gloss) Coated Cover Stock: Coat (after printing), the entire surface of covers 1 and 4 with clear gloss varnish to prevent scratching and smearing.

Formats B and C - covers may be duotone.

No GPO imprint required.

MARGINS: Margins will be as indicated on the print order.

Format A – covers bleed three sides.

Formats B and C - covers may be bleed four sides.

BINDING: Various binding styles will be ordered as follows:

Format A: Saddle-wire stitch in two places and trim three sides. Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed.

Format B: When ordered, saddle-wire stitch in two places and trim three sides. Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed.

When ordered, perfect-bind text and wraparound cover; trim three sides. Score perfect bound books, with or without ink, along the entire height dimension; separate covers.

Format C: Saddle-wire stitch in two places and trim three sides. Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed.

Format D: Saddle-wire stitch in two places and trim three sides. Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed. Fold to trim size with address side out.

Format E: When ordered, saddle-wire stitch in two places and trim three sides. Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed.

When ordered, perfect-bind text and wraparound cover; trim three sides. Score perfect bound books along the entire height dimension.

Backstrip reads down.

Format E: When ordered, drill, three (3), 3/8" diameter holes centered on the 11" side, 4-1/4" center to center. Center of holes to be 5/16" from left edge of product.

PACKING:

Shrink-film wrap in units of 5 or 10 as indicated per print order.

Bulk Shipments: Pack in shipping containers not to exceed 40 pounds when fully packed.

All shipments which fill less than a shipping container must be packaged with materials of sufficient strength and durability and in such a manner which will guarantee that the product will not be damaged and the package will not open nor split when processed through the U.S. mail system or a small package carrier delivery system.

Mailed Shipments: Single copies as self mailers.

Self mailers, from 8-1/2 x 11" to 8-1/2 x 5-1/2", mailing address out. Contractor to affix the required number of wafer seals per USPS regulations. Wafer seals should be clear.

LABELING AND MARKING:

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

Mailed Shipments: Image mailing address directly onto each copy as a self-mailer.

DISTRIBUTION:

Deliver f.o.b. destination to U. S. Army War College, 122 Forbes Avenue, Room B02, Carlisle, PA 17013.

Mail f.o.b. contractor's city, all self-mailers, to all addresses nationwide.

The contractor will mail using a permit imprint established and maintained by the ordering agency. The ordering agency is responsible for the mailing permit application fee and the annual permit fees. The ordering agency is responsible for all payments.

Upon completion of each order, all Government furnished material must be returned to Carlisle, PA 17013.

Mailing addresses and quantities will be specified with each print order.

All mailing shall be made at the Presorted Standard Class rate.

The contractor is required to fill in all applicable items on USPS form(s) and submit in duplicate to the entry post office. The post office will return a verified copy of USPS form(s) to the contractor. The contractor must immediately forward a copy to the ordering agency identifying the Program Number, Print Order, Jacket Number as appropriate.

The contractor is cautioned that "Postage and Fees Paid" indicia may be used only for the purpose of mailing material produced under this contract.

All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for "Domestic Mail" as applicable.

In accordance with United States Postal Service (USPS) regulations, the contractor will be required to run distribution files on each order through the certification programs, such as the Coding Accuracy Support System (CASS), links and/or database software, such as the National Change of Address (NCOA) Product for address verification, as required. All related costs to perform this operation must be included in submitted bid pricing. No additional reimbursement will be authorized.

NOTE: Contractor to provide file of bad addresses to the ordering agency to update address database.

Certificate of Conformance: When using Permit Imprint Mail the contractor must complete GPO Form 712 - Certificate of Conformance (Rev. 10-15), and the appropriate mailing statement or statements supplied by USPS. A fillable GPO Form 712 Certificate of Conformance can be found at <http://www.gpo.gov/vendors/sfas.htm>.

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; 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.

All expenses incidental to picking up and returning materials, as applicable, submitting proofs, and furnishing samples must be borne by the contractor.

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): All orders must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to certify that copies were selected as directed using GPO Form 917-Certificate of Selection of Random Copies (located on GPO.gov/schedule). The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special label (GPO Form 2678-Departmental Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list to the U. S. Army War College, 122 Forbes Avenue, Room B02, Carlisle, PA 17013-5050.

A copy of the print order/specification and a signed Certificate of Selection of Random Copies must be included.

A copy of the signed Certificate of Selection of Random Copies must accompany the invoice sent to U.S. Government Publishing Office, Financial Management Services, for payment. Failure to furnish the certificate may result in delay in processing the invoice.

QUALITY ASSURANCE RANDOM COPIES: In addition to the Departmental Random Copies (Blue Label), the contractor may be required to submit quality assurance random copies to test for compliance against specifications. The Print Order will indicate the number required, if any. When ordered, the contractor must divide the entire order into equal sublots and select a copy from a different general area of each subplot. The contractor will be required to certify that copies were selected as directed using GPO Form 917-Certificate of Selection of Random Copies (located on GPO.gov). Copies will be paid for at the running rate offered in the contractor's bid and their cost will not be a consideration for award. A copy of the Print Order must be included with the samples.

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Program, Jacket and Print Order numbers must be furnished with billing as evidence of mailing.

SCHEDULE:

Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511).

Adherence to this schedule must be maintained.

No definite schedule for pickup of material can be predetermined.

Furnished material must be picked up from and delivered to Carlisle, PA 17013.

When ordered, furnished material and proofs must be picked up from and delivered to Carlisle, PA 17013. All packages containing proofs must be clearly marked on the outside as "PROOFS", and contain the GPO (Jacket Number, Requisition Number or Program, Print Order numbers) and publication title.

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

No specific date is set for submission of proofs. Proofs must be submitted as soon as possible to allow for revised proofs if contractor's errors are judged serious enough to require them. Proofs will be withheld no more than 2 workdays from receipt at the ordering agency to their receipt in contractor's plant. Note: The first workday after receipt of proofs to the ordering agency is day one of the hold time. All proof and transit time is included in the ten (10) to 15 workday schedule.

Contractor must call or email the point of contact on the print order to confirm receipt.

If revised proofs are required, contractor must submit them within two (2) workdays and pickup edited proofs within two (2) workdays.

Orders must be completed and delivered within ten (10) to 15 workdays, as specified on the print order.

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 destination(s) specified, and products ordered for mailing f.o.b. contractor's city must be delivered to the post office.

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 by contacting the U.S. GPO Philadelphia Regional Office via email to infophiladelphia@gpo.gov (shared email) and by calling (215) 364-6465 or faxing to (215) 364-6476/6479.

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

- I. (a) 15
- (b) 12
- (c) 816

		(1)	(2)	(3)	(4)	(5)
II.	(a) 1.	24	336	68	12	1,024
	2.	36	756	374	3,480	5,120
	(b) 1.	1	4	2	XXX	16
	2.	2	9	11	XXX	80
	(c) 1.	1	1	1	XXX	XXX
	2.	2	2	6	XXX	XXX

		(1)	(2)	(3)	(4)	(5)
III.	(a)	18	378	187	1,740	2,240
	(b)	XXX	XXX	XXX	XXX	320
	(c)	XXX	XXX	XXX	XXX	20
	(d)	XXX	XXX	XXX	XXX	60
	(e)	4	18	11	XXX	XXX

		(1)	(2)	(3)	(4)	(5)
IV.	(a)	150	675	550	29,000	500
	(b)	XXX	225	XXX	XXX	3,500
	(c) 420					
	(d)	XXX	XXX	XXX	XXX	2,520

- V. (a) 60
- (b) 29

SECTION 4.- SCHEDULE OF PRICES

Bids offered are f.o.b. contractor's city for all mailing and f.o.b. destination for all other consignments.

Bids for each item listed in its respective format group, as defined in Section 2.- Specifications, must include the cost of all required materials and operations 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 for the trim size listed as outlined in Section 2.- Specifications.

Fractional parts of 100 will be prorated at the per 100 rate.

Cost of all required paper must be charged under Item IV.

A charge will be allowed for each page, whether printed or blank. Unless otherwise specified, no more than three blank pages shall be permitted at the end of the text.

I. ELECTRONIC PREPRESS:

Electronic prepress operations which cannot be properly classified under any other item shall be charged as "System Timework". Any charge made under "System Timework" must be supported by a statement outlining in detail the operation for which payment is claimed. In case of dispute, the Contracting Officer reserves the right to be the final judge as to the operations and/or number of hours chargeable under item I.

(a) System Timeworkper hour\$_____

(b) PDF soft proof..... per trim/page-size unit\$_____

(c) Digital one-piece composite laminated halftone proof per trim/page-size unit\$_____

(Initials)

II. PRINTING: Bids for each "Format" shall be for the trim size listed as outlined in Section 2.- Specifications. Cost of binding must be charged for under Item IV, Additional Operations.

A backstrip if required, shall be considered part of Cover 1. A separate charge for a backstrip will not be allowed.

	<u>Format A</u> (1)	<u>Format B</u> (2)	<u>Format C</u> (3)	<u>Format D</u> (4)	<u>Format E</u> (5)
(a) Text pages printing in black ink:					
1. Makeready and/or setup charge					
.....per page.....	\$_____	\$_____	\$_____	\$_____	\$_____
2. Run per 100 copies.....	\$_____	\$_____	\$_____	\$_____	\$_____
(b) Printing separate cover in a single ink color:					
1. Makeready and/or setup					
.....per side.....	\$_____	\$_____	\$_____	\$_XXX_	\$_____
2. Run per 100 copies.....	\$_____	\$_____	\$_____	\$_XXX_	\$_____
(c) Printing separate cover in one additional ink color:					
1. Makeready and/or setup					
per color/per side.....	\$_____	\$_____	\$_____	\$_XXX_	\$_XXX_
2. Run per 100 copies.....	\$_____	\$_____	\$_____	\$_XXX_	\$_XXX_

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

Computation of the net number of leaves will be based on the following:

Text - Each page-size leaf.

Covers - Two page-size leaves will be allowed for each complete cover. Prices offered must include the cost of paper for backstrip, when required.

	Per 100 leaves				
	<u>Format A</u> (1)	<u>Format B</u> (2)	<u>Format C</u> (3)	<u>Format D</u> (4)	<u>Format E</u> (5)
(a) White Offset Book (50-lb.)	\$_____	\$_____	\$_____	\$_____	\$_____
(b) Colored Writing (20-lb.)	\$_XXX_	\$_XXX_	\$_XXX_	\$_XXX_	\$_____
(c) White Vellum-Finish Cover (65-lb.)	\$_XXX_	\$_XXX_	\$_XXX_	\$_XXX_	\$_____
(d) Colored Vellum-Finish Cover (65-lb.).....	\$_XXX_	\$_XXX_	\$_XXX_	\$_XXX_	\$_____

(Initials)

	Per 100 leaves				
	<u>Format A</u>	<u>Format B</u>	<u>Format C</u>	<u>Format D</u>	<u>Format E</u>
	(1)	(2)	(3)	(4)	(5)
(e) White Litho Coated Cover (80-lb.).....	\$_____	\$_____	\$_____	\$_XXX_	\$_XXX_

IV. ADDITIONAL OPERATIONS:

	<u>Format A</u>	<u>Format B</u>	<u>Format C</u>	<u>Format D</u>	<u>Format E</u>
	(1)	(2)	(3)	(4)	(5)
(a) Saddle-stitched..... per copy	\$_____	\$_____	\$_____	\$_____	\$_____
(b) Perfect-bound per copy	\$_XXX_	\$_____	\$_XXX_	\$_XXX_	\$_____
(c) Shrink-film packaging (Formats A, B, C and E only)	per package\$_____				
(d) Drilling (each run -Format E only).....	per 100 leaves\$_____				

When drilling books with separate covers, each thickness of cover stock will be counted as three leaves.

V. PACKING AND DISTRIBUTION: Prices offered must be all-inclusive, as applicable, and must include the cost of packing and shipping containers; all necessary wrapping and packing materials; labeling and marking; NCOA/CASS verification; and complete distribution, in accordance with these specifications.

- (a) *Bulk Shipments* –
Packing and sealing shipping containers..... per container\$_____
- (b) *Mailed Shipments* –
Addressing self mailers, folding down to
8-1/2 x 5-1/2”, applying wafer seals and
delivery to post office (Format D) per 1000 copies\$_____

(Initials)

LOCATION OF POST OFFICE: All mailing will be made from the _____

Post Office located at Street Address _____,

City _____, State _____, Zip Code _____.

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

Bidder _____

(City - State)

By _____

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

(Person to be contacted) (Telephone Number)