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Program No 5566-T Date of Award thru June 30, 2018

TITLE: Vision

AJ Images Alcom Intellicor Gateway Press Gray Graphics

BASIS OF 290-00117 370-03367 370-45168 160-35370 190-38435

ITEM NO | DESCRIPTION | AWARD UNIT RATE | AWARD COST | UNIT RATE | UNIT RATE | UNIT RATE | UNIT RATE | UNIT RATE | UNIT RATE | UNIT RATE |
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Abstracted by: Richard Gilbert
Reviewed by: Ledo Ulerio
GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

VISION

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

DLA Document Services
Fort Eustis, VA

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning Date of Award and ending June 30, 2018, plus up to four (4) optional 12-month extension periods 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 2:00 p.m., Eastern Standard Time, on June 28, 2017.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to: U.S. Government Publishing Office, 291 Independence Boulevard, Suite 401, Virginia Beach, VA 23462. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Virginia Beach, VA Regional Office, Fax No. (757) 490-7950. 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. NOTE: FAXED BIDS RECEIVED AFTER 2:00 P.M. ON THE BID OPENING DATE SPECIFIED ABOVE WILL NOT BE CONSIDERED FOR AWARD.

Do NOT fax double sets or extra copies of forms that have not been requested; only fax the pages in SECTION 4 of these specifications, with all of the information completed as requested.

Abstracts of contract prices are available:
https://www.gpo.gov/gpo/abstracts/abstract.action?region=VirginiaBeach

NOTE: Direct all questions concerning the specifications to Joy Gooden at (757) 490-7942.
SECTION 1. - GENERAL TERMS AND CONDITIONS

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


SUBCONTRACTING: The predominant production functions are printing and envelope construction. Subcontracting is not allowed.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

(a) Printing Attributes – Level II.
(b) Finishing Attributes – Level II.

Inspection Levels (from ANSI/ASQZ1.4)):

(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:

<table>
<thead>
<tr>
<th>Attribute</th>
<th>Specified Standard</th>
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</thead>
<tbody>
<tr>
<td>P-7. Type Quality and Uniformity</td>
<td>Approved Proofs</td>
</tr>
<tr>
<td>P-8. Halftone Match (Single and Double Impression)</td>
<td>Approved Proofs</td>
</tr>
<tr>
<td>P-10 Process Color Match</td>
<td>Approved Proofs</td>
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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 to June 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 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.

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 June 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.

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

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.


When processing billing invoices for payment, at the contractor’s option, the contractor may fax the completed invoice to GPO by utilizing the GPO barcode coversheet program application. The barcode coversheet can be accessed at: [http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html](http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html). Contractor to follow the instructions as indicated.

Facsimile transmission should only be used when no samples are required with the contractor’s invoice, otherwise payment will be held up while the invoice is returned to the contractor for the required sample(s).

Contractor’s billing invoice must be itemized in accordance with the line items in the “SCHEDULE OF PRICES.”
SECTION 2. - SPECIFICATIONS

SCOPE: These specifications cover the production of a separate-covered, saddle-stitched pamphlet requiring such operations as electronic prepress, printing, binding, packing, and distribution.

TITLE: VISION.

FREQUENCY OF ORDERS: Approximately 4 to 8 orders per year.

QUANTITY: Approximately 9,000 to 11,000 copies per order.

NUMBER OF PAGES: Approximately 24 to 68 pages (plus cover) per order.

TRIM SIZE: 8-1/2 x 11”.

GOVERNMENT TO FURNISH: Electronic media will be furnished as follows –

Platform: Windows (up to latest version available).

Storage Media: CD; FTP.

Software: Adobe PDF.

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

Fonts: All printer and screen fonts will be furnished. (NOTE: Contractor must have the capability to replace fonts if necessary.)

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: A visual of the furnished electronic files will be provided. CMYK will be used for color identification. GPO Form 952 (Desktop Publishing – Disk Information) will be furnished.

Mailing distribution list will be furnished in an MS Excel file via email or FTP.

One reproduction proof, Form 905 (R. 6/03), with labeling and marking specifications.

A supply of blue labels and selection certificates for shipping Departmental Random copies.

Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, 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 products in accordance with these specifications.

Contractor will be required to accept files electronically via a contractor-hosted FTP server. Appropriate log-on instructions and protocol must be provided at time of award. The contractor must provide necessary security for the FTP, which at a minimum, must have a unique user ID and password.

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 production image. Any errors, media
damage, or data corruption that might interfere with proper file image processing must be reported to the ordering agency as specified on the print order.

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.

All halftones must 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 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, unless otherwise specified. 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 Adobe Acrobat Portable Document Format (PDF) files as digital deliverables when furnished by the Government.)

PROOFS:

Contractor must supply a proof sign-off sheet and return airbill. Also please include a reminder that the agency can only keep proofs 2 days.

1 set of digital color content proofs for Cover and All pages. At contractors option, a film-based composite blueline may be submitted. Direct to plate must be used to produce the final product with a minimum resolution of 2400 x 2400 dpi.

Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size of the product, as applicable.

***AND***

1 set(s) 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 dpi. 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.

***OR***

Ink Jet Proofs:

In lieu of digital one-piece laminated proofs, at contractors option 1 set of inkjet proofs that are G7 profiled and use pigment-based inks. 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.

Proofs must contain color control bars for each color of ink on the sheet. Control bars must be placed parallel to the press ink rollers. The control bars (such as Brunner, GATF, GRETAG, or RIT) 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. The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements
and indicate margins. Proofs will be used for color match on press.

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

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


All text paper used in each copy must be of a uniform shade.

All cover paper must have the grain parallel to the spine.

*Text –* White Dull Coated Offset Book, basis weight: 70 lbs. per 500 sheets, 25 x 38”, equal to JCP Code A260.

*Cover –* White Dull Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26”, equal to JCP Code L60.

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

Print text and cover head-to-head in four-color process. Facing pages print to and must align across the bind.

After printing, coat the entire surface of Covers 1 and 4 with a clear, non-yellowing gloss varnish or aqueous coating, at contractor’s option.

**MARGINS:** Margins will be as indicated on the print order or furnished electronic files. All pages may bleed on one to four sides.

**BINDING:** Saddle-wire stitch in two places and trim three sides. Each product must contain complete four-page signatures after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed. Separate covers wrap around, stitch, and trim flush with text.

**PACKING:**

*Delivered Copies –*

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

*Shipped/Mailed Copies –*

Insert single or multiple copies (up to 200 leaves) into kraft envelopes.

Quantities over 200 leaves, up to 12 pounds, must be inserted into cushioned shipping bags or wrapped in shipping bundles (maximum gross weight 14 pounds).

Quantities over 12 pounds, up to 24 pounds, must be wrapped in shipping bundles or packed in small shipping containers (maximum gross weight 27 pounds).

Quantities over 24 pounds, up to 36 pounds, must be packed in shipping containers (maximum gross weight 40 pounds).

**LABELING AND MARKING:** Create and affix a label to each unit of mail packed in kraft envelopes, cushioned shipping bags, shipping bundles, or shipping containers. At contractor’s option, addresses may be directly imaged onto the kraft envelopes, cushioned shipping bags, shipping bundles, or shipping containers.

**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 sublot. Do not choose copies from the
same general area in each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<table>
<thead>
<tr>
<th>Quantity Ordered</th>
<th>Number of Sublots</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,201 - 10,000</td>
<td>80</td>
</tr>
<tr>
<td>10,001 - 35,000</td>
<td>125</td>
</tr>
</tbody>
</table>

These randomly selected copies must be packed separately and identified by a special Government-furnished blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list to Fort Lee, VA.

A copy of the print order/specification and a signed Government-furnished certificate of selection must be included.

A copy of the Government-furnished certificate must accompany the invoice sent to U.S. Government Printing Office, Financial Management Service, 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 the 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 sublot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. 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.

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 copy of the print order must be included.

A U.S. Postal Service approved Certificate of Mailing, identified by GPO program, jacket, and print order numbers must be furnished with billing as evidence of mailing.

**DISTRIBUTION:**

- Ship/mail f.o.b. contractor’s city the majority of all copies ordered to domestic (nationwide) and foreign addresses.
- Deliver f.o.b. destination proofs and the balance of each order to: HQ DeCA/BEC, Attn: Jessica Rouse, 1300 E Avenue, Fort Lee, VA 23801-1800, 804-734-8000, x86084.

Complete addresses and quantities will be furnished with each print order.

All copies for domestic addresses must be shipped via small package carrier. All copies for foreign addresses must be mailed at the most economical rate to the Government. *(NOTE: All shipping and mailing is reimbursable.)*

**NOTE: Copies for domestic addresses must not be sent through the U.S. Postal Service.**

Contractor is required to ship via reimbursable small package carrier or apply the appropriate postage to each mailing. Contractor will be reimbursed for all shipping costs and postage by submitting shipping receipts and/or properly completed postal service form (or equivalent) with billing invoice for payment.

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

**NOTE:** In accordance with United States Postal Service (USPS) regulations, contractor will be required to run
distribution files on each order through the National Change of Address (NCOA) service database to verify addresses are NCOA certified, as required. All related costs to perform this operation must be included in submitted bid pricing. No additional reimbursement will be authorized.

Upon completion of each order, the contractor must furnish one (1) sample copy to: U.S. Government Publishing Office, Virginia Beach RO, Attn: Richard Gilbert, 291 Independence Blvd., Ste. 401. (Telephone: (757) 490-7940)

Upon completion of each order, all furnished materials and the digital deliverables must be returned to: HQ DeCA/BEC, Attn: Jessica Rouse, 1300 E Avenue, Fort Lee, VA 23801-1800, 804-734-8000, x86084.

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

**SCHEDULE:** Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511).

Furnished material and proofs must be picked up from and delivered to: HQ DeCA/BEC, Attn: Jessica Rouse, 1300 E Avenue, Fort Lee, VA 23801-1800.

Furnished electronic media and visual(s) must be returned with proofs.

No definite schedule for pickup of material can be predetermined.

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.

- Contractor must submit proofs within five (5) workdays of notification of availability of print order and furnished material.
- Proofs will be withheld no more than one (1) workday from their receipt at the ordering agency until they are made available for pickup. (The first workday after receipt of proofs at the ordering agency is day one (1) of the hold time.)
- Contractor must complete production and distribution within seven (7) workdays of receipt of an “O.K. to Print” on proofs.

**NOTE:** If required due to author’s alterations, contractor must submit revised proofs within two (2) workdays of receipt of changes. Proofs will be withheld no more than one (1) workday from their receipt at the ordering agency until they are made available for pickup. (The first workday after receipt of proofs at the ordering agency is day one (1) of the hold time.)

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 the date products ordered for shipping/mailing f.o.b. contractor’s city must be picked up by small package carrier or delivered to the post office.

Unscheduled material such as shipping 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.
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 (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.”

<table>
<thead>
<tr>
<th></th>
<th>(1)</th>
<th>(2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. (a)</td>
<td>228</td>
<td>2,280</td>
</tr>
<tr>
<td>(b)</td>
<td>5</td>
<td>50</td>
</tr>
<tr>
<td>II. 1.</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>2. (a)</td>
<td>311</td>
<td></td>
</tr>
<tr>
<td>(b)</td>
<td>552</td>
<td></td>
</tr>
<tr>
<td>(c)</td>
<td>485</td>
<td></td>
</tr>
<tr>
<td>(d)</td>
<td>279</td>
<td></td>
</tr>
</tbody>
</table>
SECTION 4. - SCHEDULE OF PRICES

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

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

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

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government. Bids submitted with NB (No Bid) or blank spaces for an item may be declared non-responsive.

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

All invoices 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.

Unless otherwise specified, no more than three blank pages shall be permitted at the end of the text.

A charge will be allowed for each page, whether printed or blank.

I. PRINTING AND BINDING: Prices offered shall include the cost of all required materials and operations necessary (including proofs and paper) for the printing and binding of the product listed in accordance with these specifications.

<table>
<thead>
<tr>
<th>Makeready and/or Setup</th>
<th>Running Per 1,000 Copies</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1)</td>
<td>(2)</td>
</tr>
</tbody>
</table>

(a) Text –
  Printing in four-color process,
  including binding............................................. per page...... $___________  $___________

(b) Complete Cover –
  Printing in four-color process,
  including varnish/coating and binding............. per complete cover...... $___________  $___________

(Initials)
II. PACKING AND DISTRIBUTION: Prices offered must be all-inclusive, as applicable, and must include the cost of packing; kraft envelopes, cushioned shipping bags, shipping bundles, and shipping containers; all necessary wrapping and packing materials; labeling and marking; NCOA verification; and complete distribution, in accordance with these specifications.

1. Delivered Copies –

   Packing and sealing shipping containers.......................................................... per container .....$___________

2. Shipped/Mailed Copies –

   (a) Single or multiple copies in kraft envelopes
       (up to 200 leaves)................................................................................ per envelope .....$___________

   (b) Quantities over 200 leaves, up to 12 pounds,
       in cushioned shipping bags or wrapped
       in shipping bundles (maximum gross weight 14 pounds).......................... per bag or bundle .....$___________

   (c) Quantities over 12 pounds, up to 24 pounds,
       wrapped in shipping bundles, or packed
       in shipping containers, at contractor’s option
       (maximum gross weight 27 pounds) ................................................ per bundle or container .....$___________

   (d) Quantities over 24 pounds, up to 36 pounds,
       packed in shipping containers (maximum gross weight 40 pounds).......................... per container .....$___________

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)

___________________________________________________________________________________________

(Fax Number) (Email Address)
U.S. GOVERNMENT PRINTING OFFICE
Printing Procurement Department

BID

All bids are subject to GPO Publication 310.2, Contract Terms (Rev. 6-01) which is incorporated by reference, and the representations and certifications on the reverse of part one of this GPO Form 910.

Shipment(s) will be made from: City _______________________, State ________________

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

PROGRAM NO. ____________________________ (BIDDER TO ATTACH SCHEDULE OF PRICES TO THIS BID FORM)

or

JACKET NO. ____________________________

BID ____________________________

Additional ______________________ Rate __________

Discounts are offered for prompt payment as follows: ____________ percent, ____________ calendar days.

See Provision 12 "Discounts" in GPO Contract Terms (Pub. 310.2).

Bidder hereby acknowledges amendment(s) number(ed) ____________________________

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

Notice: Failure to provide a 60 day bid acceptance period may result in expiration of your bid prior to award.

COMPANY SUBMITTING BID

Company ____________________________

Address ____________________________

City __________________ State _______ Zip ______

GPO Contractor Code (if known) ______

Telephone Number __________________

PERSON AUTHORIZED TO BID

Name ____________________________

Title ____________________________

Signature ______________________

Date ____________________________

Contracting Officer Review ____________________________ Date ______ Certifier ____________________________ Date ______
Representations and Certifications

Exception to the certifications may render your bid nonresponsive. Submission of your bid without statement of exception shall constitute certification of the six items.

REPRESENTATIONS.
R-1. Small business. By submission of a bid, the bidder represents that the bidder is, or has a parent concern, unless the bid contains an affirmative representation that the bidder is not a small business concern.

R-2. Small Disadvantaged Business Concern. By submission of a bid, the bidder represents that the bidder is not a small disadvantaged business concern, unless the bid itself contains an affirmative representation that the bidder is a small disadvantaged business concern.

R-3. Buy American Small Business Concern. By submission of a bid, the bidder represents that the bidder is not a woman-owned small business concern, unless the bid itself contains an affirmative representation that the bidder is a woman-owned small business concern.

CERTIFICATIONS.

C-1. Covenant Against Contingent Fees. Submission of a bid without statement of exception shall constitute certification.

(a) There is no agreement or promise to any person or entity (whether or not a party to this contract) that the contractor will not accrue, receive, or retain any moneys, benefits, or compensation of any kind or nature (whether or not already earned or accruing) in connection with this contract, or any part of this contract, or in connection with any such moneys, benefits, or compensation, other than as moneys, benefits, or compensation for work performed or services rendered under this contract.

(b) The contractor certifies that it has no agreement, promise, or understanding in connection with the performance of this contract, or any part of this contract, other than agreements and promises necessary to fulfill the terms and conditions of this contract.

C-3. Clean Air and Water. Submission of a bid without statement of exception shall constitute certification.

C-5. Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters (Jan. 1995). By submission of a bid, the contractor represents that it has not been debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

(ii) The offeror orally or in writing certifies to the best of its knowledge and belief, that:

(i) (A) It is not an offeror or any of its principals, directors, officers, or managers;

(iii) It has not been debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency.

Notice to Prospective Subcontractors of Requirement for Certification of Nonsegregated Facilities

A certification of Nonsegregated Facilities must be submitted before the award of a subcontract under which the subcontractor is not subject to the Small Business Administration's Subcontracting Achievement Goal. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually) as specified by the Government. Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 641.