

U.S. GOVERNMENT PUBLISHING OFFICE

Washington, DC

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

DLA Aviation Maps and Charts

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

DLA Document Services
(DLA Aviation)

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning October 1, 2018 and ending September 30, 2019, 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 11:00 a.m., prevailing Washington, DC time, on September 13, 2018.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to: U.S. Government Publishing Office, Bid Section, Room C-848, Stop: CSPPS, 732 North Capitol Street, NW, Washington, DC 20401. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Bid Section, Fax No. (202) 512-1782. 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 January 2018. Hand delivered bids are to be taken to: GPO Bookstore, 710 North Capitol Street, NW, Washington, DC, between the hours of 8:00 a.m. and 4:00 p.m., prevailing Washington, DC time, Monday through Friday. Contractor is to follow the instructions in the bid submission/opening area. If further instruction or assistance is required, call (202) 512-0526.

RESTRICTION ON LOCATION OF PRODUCTION FACILITIES: *All production facilities used in the manufacture of the products ordered under this contract must be located within the Continental United States.*

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.

- GPO has issued a new GPO Publication 310.2, GPO Contract Terms - Solicitation Provisions, Supplemental Specifications, and Contract Clauses (Rev 1-18). Prospective bidders should carefully read this publication as the applicable terms within become an integral part of this contract. The document is posted at: <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards> along with a list of major revisions.
- The GPO 910 “BID” Form is no longer required. Bidders are to fill out, sign/initial, as applicable, all pages of “SECTION 4. – SCHEDULE OF PRICES.”

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

For information of a technical nature, contact Linda Giacomo at: lgiacomo@gpo.gov or (202) 512-0307.

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. 1-18)) and GPO Contract Terms, Quality Assurance through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 8-02)).

GPO Contract Terms (GPO Publication 310.2) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>.

GPO QATAP (GPO Publication 310.1) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap.pdf>.

PRIORITIES, ALLOCATIONS, AND ALLOTMENTS: This contract and any delivery order thereunder is rated and certified for national defense use (Priority Rating DO-C-9). The contractor shall follow the provisions of DMS Reg. 1 or DPS Reg. 1 and all other applicable regulations and orders of the Bureau of Domestic Commerce in obtaining controlled materials and other products and materials needed to fill this contract.

SUBCONTRACTING: The predominant production function is printing. Bidders who must subcontract this operation will be declared non-responsible.

The contractor shall be responsible for enforcing all contract requirements outsourced to a subcontractor.

Subcontractor(s) must be approved by the Government prior to production starting in that facility. The subcontractor's information must be provided in conjunction with the "SECURITY CONTROL PLANS" specified herein.

If the contractor needs to add a subcontractor at any time after award, the subcontractor must be approved by the Government prior to production starting in that facility. If the subcontractor is not approved by the Government, then the contractor must submit new subcontractor's information to the Government for approval 10 calendar days prior to the start of production at that facility.

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

Product Quality Levels:

- (a) Printing Attributes (page related) – Level II.
- (b) Finishing Attributes (item related) – Level II.

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. Press Sheet
P-9. Solid and Screen Tint Color Match	O.K. Press Sheet
P-10. Process Color Match	O.K. Press Sheet

Special Instructions: In the event that inspection of press sheets is waived by the Government, the following listed alternate standards (in order of precedence) shall become the Specified Standards –

P-7. O.K. Proofs; Average Type Dimension; Electronic Media.

P-9. Pantone Matching System; DoD MIL-STD-3060, Foundation GEOINT Digital Print and Color Separation.

P-10. O.K. Proofs; Electronic Media.

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 October 1, 2018 to September 30, 2019, 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 June 30, 2018, called the base index.

The percentage change (plus or minus) of the variable index from the base index will be the economic price adjustment for the period being considered for adjustment.

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

PAPER PRICE ADJUSTMENT: Paper prices charged under this contract will be adjusted in accordance with “Table 9 - Producer Price Indexes and Percent Changes for Commodity Groupings and Individual Items” in Producer Price Indexes report, published by the Bureau of Labor Statistics (BLS), as follows:

1. BLS code 0913 for All Paper will apply to all paper required under this contract.
2. The applicable index figures for the month of September 2018 will establish the base index.
3. There shall be no price adjustment for the first three (3) production months of the contract.
4. Price adjustments may be monthly thereafter, but only if the index varies by an amount (plus or minus) exceeding 5% by comparing the base index to the index for that month which is two (2) months prior to the month being considered for adjustment.
5. Beginning with order placement in the fourth month, index variances will be calculated in accordance with the following formula:

$$\frac{X - \text{base index}}{\text{base index}} \times 100 = \text{ ______ } \%$$

where X = the index for that month which is two (2) months prior to the month being considered for adjustment.

6. The contract adjustment amount, if any, will be the percentage calculated in 5 above less 5%.
7. Adjustments under this clause will be applied to the contractor’s bid price(s) for line items under III. PAPER in the “SCHEDULE OF PRICES” and will be effective on the first day of any month for which prices are to be adjusted.

The Contracting Officer will give written notice to the contractor of any adjustments to be applied to invoices for orders placed during months affected by this clause.

In no event, however, will any price adjustment be made which would exceed the maximum permissible under any law in effect at the time of the adjustment. The adjustment, if any, shall not be based upon the actual change in cost to the contractor, but shall be computed as provided above.

The contractor warrants that the paper prices set forth in this contract do not include any allowance for any contingency to cover anticipated increased costs of paper to the extent such increases are covered by this price adjustment clause.

WARNING: Products produced under this contract are “FOR OFFICIAL USE ONLY.” All contractor/subcontractor employees performing on this contract are required to be U.S. citizens.

All furnished data is designated as “UNCLASSIFIED.” Some furnished data may be designated as “UNCLASSIFIED/LIMITED DISTRIBUTION.”

The contractor shall not retain or distribute, in any form, any part of the materials furnished by the Government which are not consumed in the preparation of the work, or which are generated as a result of this contract. Proper precautions shall be taken to ensure that all Government supplied materials are protected from damage. The Government furnished materials shall be returned in the same condition as originally furnished.

Proper control and handling must be maintained at all times to prevent any information, data, or materials required to produce the products ordered under these specifications from falling into unauthorized hands.

All printing plates, paper waste, and erroneous copies produced by the contractor are to be destroyed by means of abrasive destruction, burning, shredding, or other method that guarantees complete protection against access. (See “PREAWARD PRODUCTION PLANS – *Disposal of Waste Materials*”).

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

The Preaward Survey will include a review of all subcontractors involved, along with their specific functions.

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

The contractor shall present, in writing, to the Contracting Officer within two (2) calendar days of being notified to do so, by the Contracting Officer or his/her representative, detailed plans for the following activities. The workday after notification to submit will be the first day of the schedule.

Option Years: For each option year that may be exercised, the contractor will be required to re-submit, in writing, the above plans detailing any changes and/or revisions that may have occurred. The contractor should be prepared to submit these plans to GPO within five (5) calendar days of notification of the option year being exercised.

If there are no changes/revisions, the contractor will be required to submit to the Contracting Officer a statement confirming that the current plans are still in effect.

THESE PROPOSED PLANS ARE SUBJECT TO REVIEW AND APPROVAL BY THE GOVERNMENT AND AWARD WILL NOT BE MADE PRIOR TO APPROVAL OF SAME.

Contingency Plans: The Government has a need to ensure that DLA is able to continue operations of Geospatial products in the event the contractor is unable to perform due to a broad range of circumstances, including but not limited to, all-hazard emergencies, natural emergencies, and man-made emergencies.

The failure to deliver the products required under this specification in a timely manner would have an impact on the daily operations of DLA. Therefore, if for any reason(s) (as specified above), the contractor is unable to perform at said locations for a period longer than five (5) workdays, contractor must have a contingency plan to produce the products required under this specification.

Plans for contingency production must be prepared and submitted to the Contracting Officer as part of the preaward survey. These plans must include the location of the facility to be used, equipment available at the facility, and a timetable for the start of production at that facility. The plan must also include the transportation of Government materials from one facility to another, if applicable.

NOTE: All terms and conditions of this contract will apply to the contingency plan. Due to the time sensitive nature of the products produced on this contract, the contractor must maintain the original schedule set forth in this contract.

Security Control Plans: The contractor shall maintain, in operation, an effective security system where items by these specifications are manufactured and/or stored (awaiting distribution or disposal) to assure against theft and/or the product falling into unauthorized hands.

Contractor is cautioned that no Government provided information shall be used for non-Government business. Specifically, no Government information shall be used for the benefit of a third party.

The Security Control Plans shall provide in detail, at a minimum:

- How Government files (data) will be secured to prevent disclosure to a third party prior to and after termination of contract.
- How all accountable materials will be handled throughout all phases of production.
- How the disposal of waste materials will be handled.
- How the contractor will meet the Defense Security Service (DSS) guidelines for the protection/handling/storage of Government data. DDS Guidelines can be accessed at: <http://www.dss.mil/index.html>.
- List of subcontractor(s) and their specific function.
- 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).

Disposal of Waste Materials: The contractor is required to demonstrate how all waste materials used in the production of this contract will be definitively destroyed (ex., burning, pulping, shredding, macerating, or other suitable similar means). Electronic records must be definitively destroyed in a manner that prevents reconstruction. Sensitive records are records that are national security classified or exempted from disclosure by statute, including the Privacy Act or regulation. Definitively destroying the records means the material cannot be reassembled and used in an inappropriate manner in violation of law and regulations.

The contractor, at a minimum, must crosscut shred all documents into squares not to exceed 1/4 inch. All documents to be destroyed cannot leave the security of the building and must be destroyed at contractor's printing site. The contractor must specify the method planned to dispose of the material.

PREAWARD TEST: The contractor being considered for award may be required to demonstrate the ability to produce the items required in these specifications at the requisite quality level by completing a preaward test. The Government reserves the right to waive the preaward test if there is other evidence that, in the opinion of the Contracting Officer, indicates that the contractor being considered for award has the capability to successfully produce the items required.

For the preaward test, the Government will furnish 10 electronic files consisting of maps or charts using the same media stipulated in these specifications. The electronic file will be representative of the items that are to be produced under these specifications.

The prospective contractor must print and bind 15 copies of each map or chart as specified in these specifications. Maps/charts must be produced on the paper specified.

Preaward test samples will be inspected and tested for quality and conformance of materials and must comply with the specifications stated herein as to printing/binding, and also to construction, kind, and quality of materials.

Contractor must submit the preaward test samples to: U.S. Government Publishing Office, Agency Publishing Services, Attn: Linda Giacomo, Stop: CSAPS, Room C-838, 732 North Capitol Street, NW, Washington, DC, 20401.

Contractor must submit the preaward test proofs within five (5) workdays of receipt of the Government furnished preaward test materials.

If the preaward test samples are disapproved by the Government, the Government, at its option, may require the contractor to submit revised samples for evaluation. The contractor shall submit these revised samples within five (5) workdays upon notification of the required changes.

In the event the revised test samples are disapproved by the Government, the contractor shall be deemed to have failed to comply with the applicable requirements of these specifications and may be reason for a determination of non-responsibility.

Failure to deliver the completed test within the stated time period may disqualify the contractor from further consideration for award.

All operations necessary in the performance of this test shall be performed at the facilities and on the equipment in which the contract production will be performed.

No charges will be allowed for costs incurred in the performance of this preaward test.

POSTAWARD CONFERENCE: Unless waived by the contracting officer, the total requirements of the job as indicated in these specifications will be reviewed by Government representatives with the contractor's representatives at the U.S. Government Publishing Office, Washington, DC, immediately after award. (At Government's option, postaward conference may take place via teleconference.)

Person(s) that the contractor deems necessary for the successful implementation of the contract must be in attendance.

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 October 1, 2018 through September 30, 2019, 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 contractor in conformance with the schedule.

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

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

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

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

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

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

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

PAYMENT: Prior to submitting billing invoice to GPO for payment, the contractor must submit an itemized statement of billing to the ordering agency for examination and certification as to the correctness of the billing. Contractor must submit billing to the DLA contact specified on the print order.

After ordering agency verification, contractor must submit signed, verified, billing invoice via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application to ensure fastest method of receiving payment. Instruction for using this method can be found at the following web address: <http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

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

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

SECTION 2. – SPECIFICATIONS

SCOPE: These specifications cover the production of maps and charts requiring such operations as electronic prepress, printing in multiple inks (including four-color process plus additional inks), binding (trimming, folding, padding, and shrink-film wrapping), packing, palletizing, and distribution.

There will be three (3) series of maps and charts: Topographic Product Lines, Hydrographic Product Lines, and Aeronautical Product Lines. Each series contains various maps and charts. The Hydrographic Product Lines also contains maneuvering boards and plotting sheets which will be padded.

TITLE: DLA Aviation Maps and Charts.

FREQUENCY OF ORDERS: Approximately 100 to 200 orders per year.

More than one order may be issued on the same day requiring the same schedule.

QUANTITY: Approximately 500 to 100,000 copies per order.

The majority of orders issued will require 10,000 copies or less.

More than one product may be ordered on the same print order requiring the same schedule. The aggregate of each product will make up the approximate quantities specified above.

For orders over 10,000 copies up to 100,000 copies, the Government will provide as much advance notice as possible prior to issuing the order.

For orders identified as “Surge/Crisis Orders,” the total number of copies required could be for up to approximately 150,000 copies. (See “SCHEDULE.”)

NUMBER OF PAGES: Face only or face and back.

TRIM SIZES:

Format A – 13 x 13” up to and including 18 x 24”.

Format B – Over 18 x 24” up to and including 26 x 38”.

Format C – Over 26 x 38” up to and including 44 x 59”.

Trim sizes for padded products will be in Formats A or B only.

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

Platform: IBM (or compatible) using Windows (current or near current version)

Storage Media: CD; DVD; AMRDEC Safe Web Application; NGA POD site

Software: Adobe Acrobat Pro

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

Fonts: All printer and screen fonts will be embedded.

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 PDF format (example file name: L854X30214SW_0003.pdf). File will be a singular page composite file consisting of one or more of the following: Raster 1-bit 600 or 1200 dpi line art; Raster 8-bit 300 or 400 dpi gray scale continuous tone Raster 24-bit; or 32-bit bit RGB or CMYK image vector data at 300 dpi embedded fonts. A visual of the furnished electronic files will be provided. GPO Form 952 (Desktop Publishing – Disk Information) will be furnished.

On occasion, the Government may send via AMRDEC Safe Web Application allowing for quick delivery of digital files (25 maximum files for a combined total of 2 gigabytes) to the contractor.

Map/chart list, proofs, and/or previous printed copy.

DoD MIL-STD-3060, Foundation GEOINT Digital Print and Color Separation.

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 or furnished copy 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.

After award, if access can be obtained, the contractor will obtain the furnished files from NGA POD site as specified on the print order.

The contractor will be required to obtain a Common Access Card (CAC) for access to be granted. The Government will act as the Trusted Agent to support the initial CAC issuance – including the initial cost of the card. If a CAC is lost or stolen and needs to be replaced, the contractor will be responsible for all costs associated with replacing the card.

If access is not granted, the Government will continue to provide furnished material via CD, DVD, and AMRDEC Safe Web Application, as specified under “GOVERNMENT TO FURNISH.”

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 contact 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.

Most files will have image content that is prescreened; however, contractor is required to screen areas of flat tints, continuous tones, and color images at the RIP.

Most colors will be listed as “Spot Plates” while some may be listed as “Process Plates” within the “Preview: Separations” function of Adobe Acrobat Pro. The furnished PDF Process and Spot Plates can be correlated to Pantone equivalents using the “NGA Lithographic and Digital Printing Color Specifications and Matrix for Map and Chart Products.” (See Exhibit A.)

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, 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 PDF files as digital deliverables when furnished by the Government.)

PROOFS: The majority of orders placed will NOT require proofs.

When required, 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 dpi.

At contractor's option, one (1) set of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted in lieu of digital one-piece composite laminated halftone proofs. 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 2016 and future amendments) must be utilized. Proofs must be ripped and sent at plate resolution (minimum of 2400 x 2400 dpi). If using a 1 bit tiff, the tiff must be made at a minimum of 2400 dpi. Output must be a minimum of 2400 x 1200 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain both of the following to be evaluated for accuracy: 3-tier color control strip: IDEAlliance ISO 12647-7 2013(i1), and the GPO Resolution target found at: www.gpo.gov/gporetarget.pdf.

NOTE: At any point during the term of this contract, if a contractor chooses this proof option, prior evaluation and approval of this proofing method must be provided by GPO, Quality Control for Published Products, to ensure that the final product will be produced in accordance with contract specifications. See instructions at: https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qlsamples6f200c30b44_a64308413ff00001d133d.pdf. Failure to obtain this evaluation and approval may be cause for the job to be rejected should the final product not match the proofs for color.

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.

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.

Pantone colors may be substituted with a similar color (with the exception of process yellow) but may not be built out of the four process colors. If producing Inkjet proofs, Pantone colors must be simulated on proofs and must be proofed separately on a digital color content, overlay, or inkjet proof.

Contractor to submit ink draw downs on actual production stock of Pantone color(s) used to produce the product.

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."

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 – https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/vol_12.pdf?sfvrsn=2.

White Offset Map, Lithographic-finish, basis weight: 60 lbs. per 500 sheets, 25 x 38”, equal to JCP Code E30.

White 50% Chart, Lithographic-finish, basis weight: 36 lbs. per 500 sheets, 17 x 22”, equal to JCP Code E50.

White 25% Translucent Bond, basis weight: 16 lbs. per 500 sheets, 17 x 22”, equal to JCP Code G50.

White Tyvek, DuPont, Style No. 1073D, Spunbond Olefin. Stock must meet the following specifications:

	<u>Average</u>		<u>Average</u>
Basis Weight, oz/sp.yd2	2.2	Thickness, mils	7.6
Tensile Strength – MD2, lbs./in.	42	Tensile Strength – CD2, lbs./in.	48
Elongation at Break – MD, %	22	Elongation at Break – CD, %	28
Tear Elmendorf – MD, lbs.	1	Tear Elmendorf – MD, lbs.	1
Opacity, Eddy, %	89	Internal Bond, lbs./in.	0.43
Smoothness (microns)	4.7		

Diode Treatment – Corona and Antistat on both sides

PRINTING: *All products must be printed via conventional offset printing or stochastic printing. Digital printing is NOT permitted.*

Maps and charts print face only or face and back in up to eight ink colors, including four-color process or four-color process plus additional ink colors. (The majority of maps/charts ordered will print face only.)

Padded product leaves print face only or face and back, as follows –

- Maneuvering Boards: Each pad will consist of one (1) top leaf printing face only in black ink and 50 board leaves printing face and back in one ink color, as specified on the print order.
- Plotting Sheets: Each pad will consist of 50 leaves printing face only in a single ink color.

Contractor is responsible for matching the NGA Standard Printing Color(s) specified on the print order to the corresponding Pantone number(s) using the furnished “NGA Lithographic and Digital Printing Color Specifications and Matrix for Map and Chart Products.” (See Exhibit A.)

Inks used must be formulated for printing on Tyvek stock, when required.

PRESS SHEET INSPECTION: Final makeready press sheets *may* be inspected and approved at the contractor’s plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. When a press sheet inspection is required, it will be specified on the individual print order. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. NOTE: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars (such as BRUNNER, GATF, GRETAG, or RIT) must show areas consisting of 1/8 x 1/8" minimum 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 across the entire press sheet.

Viewing Light: Press sheets will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ANSI PH2.30-1989; a viewing booth under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

MARGINS: Margins will be as indicated on the print order or furnished electronic media. Some maps may bleed on one to four sides.

BINDING: Bind as indicated on the print order. Various binding styles will be ordered as follows –

Trimming: Trim four sides, as follows –

- Products shall trim in accordance with trim marks on furnished proof and previous printed copy. The finished trim shall be within plus or minus 1/16" of the indicated size if printed image is not trimmed off when applying this standard. If printed image is closer than the tolerance specified, the printed image overrides the specification trimming tolerance with the full tolerance extended from the printed image 1/8". On maps/charts with a bleeding edge, the indicated trim requirement of plus/minus 1/16" tolerance applies.
- Small format charts (mainly sizes 22 x 29" and 22-1/2 x 29") are often printed multiple on a printer's particular sheet size. For efficiency of trimming effort, NGA charts may be trimmed oversized. For example, two (2) Topographic charts, one 22" and one 22-1/2" may be printed together on one press sheet and both may be trimmed at 22-1/2". Charts cannot be trimmed undersized.
- All Nautical Charts, with the exception of Combat/Littoral charts, are trim only and shall trim with a minimum of 1" and a maximum of 2" outside the printed image area both width and length.
- Bleed edges: On some of the Aeronautical Product Line charts, image bleeds into trim on the *top and left* or *top and right* sides. Hydrographic and Topographic products do not bleed into trim.

Folding: When required, the actual folded size of each map/chart will be based on the trim/fold of the sample furnished with the order. For each fold, the map/chart's NGA Reference Number (NRN) and bar code will be visible on the face panel and the map/chart title and/or number will be visible on the back panel after folding.

The fold is relative to the position of data within the chart border which must be visible on the finished folded maps/charts – with the exception of the Hydrographic Product Line charts. Variation in similar edges of the sheet of the finished folded product shall not exceed 1/4".

There are five folding configurations, as follows –

- **Small Fold:** Fold with one horizontal/parallel and three vertical/right-angle accordion folds with the face, lower right corner of the map/chart on the outside so that NRN and bar code are visible and the map/chart title and/or number is visible on back. The horizontal fold is parallel to the long dimension of the map/chart. (The maximum sheet size allowed for this fold is 32 x 42".)
- **Medium Fold:** Fold with two horizontal/parallel and three vertical/right-angle accordion folds with the face, lower right corner of the map/chart on the outside so that the NRN and bar code are visible and the map/chart title and/or number is visible on back. The horizontal fold is parallel to the long dimension of the map/chart. (The maximum sheet size allowed for this fold is 44 x 44".)
- **Large A Fold:** Fold with three horizontal/parallel and three vertical/right-angle accordion folds with the face, lower right corner and upper right corner of the map/chart on the outside so that the NRN and bar code are visible. (The maximum folded size allowed for this fold is 11 x 16".)

- Large B Fold: Fold with three horizontal/parallel and three vertical/right-angle accordion folds with the lower left corner and the upper left corner of the map/chart on the outside so that the NRN and bar code are visible. (The maximum folded size allowed for this fold is 11 x 11".)
- EVC Fold: Fold each map/chart east to west with four fan folds (five panels) and then north to south with four fan folds (five panels). Final folding shall leave the map/chart title/bar code (face) and the American Flag (back) exposed. (The maximum folded size allowed for this fold is 11-3/4 x 8-3/4".)

Padding: Pad the maneuvering boards and plotting sheets (Hydrographic Product Lines), as follows –

- Maneuvering Boards: Trim leaves four sides and pad on the top dimension. Each pad will consist of one (1) top leaf and 50 board leaves. Gum and crash or any suitable industry-standard padding compound may be used. Backboards must be 0.020" chipboard, newsboard, or equal.
- Plotting Sheets: Trim leaves four sides and pad on the top dimension. Each pad will consist of 50 leaves per pad. Gum and crash or any suitable industry-standard padding compound may be used. Backboards must be 0.020" chipboard, newsboard, or equal.

Shrink-Film Wrapping: When required, the shrink wrap must be a minimum of 100 mil thickness and shall be clear transparent film that will allow undeterred vision of the label identification. Prior to shrink-film wrapping, each package is to have a label. Each label (3 x 6" in size, suitable white stock) shall be folded in half (90 degree angle), parallel to the long dimension. One portion of the label will be printed (in black) with the NRN and bar code (furnished with the order). The blank portion of the label is to be inserted into the end of the gathered package, with the printed portion facing out. (See Exhibit B.)

Shrink-film wrapping specifications are as follows –

All shrink wrap edges/seams must be completely sealed.

- Small Fold (unless otherwise specified): Shrink-film wrap in units of 50 maps/charts per package. The maps/charts shall be gathered so that 25 are positioned with horizontal folds facing one direction and 25 are positioned with the horizontal folds facing the opposite direction.
- Medium Fold (unless otherwise specified): Shrink-film wrap in units of 25 maps/charts. The inner package label must reflect the quantity per wrapped package.
- Large (A and B) Fold (unless otherwise specified): Shrink-film wrap in units of 25 maps/charts per package. The maps/charts shall be gathered so that 13 are positioned with the horizontal folds facing one direction and 12 are positioned with the horizontal folds facing the opposite direction.
- EVC Fold (unless otherwise specified): Shrink-film wrap in units of 15 maps/charts per package.
- Padded Products: Shrink-film wrap in units as specified on the print order.
- Flat Maps/Charts: When required, shrink-film wrap in units as specified on the print order. Shrink-film wrap must not curl or bend corners of maps/charts.

PACKING: Pack folded maps/charts suitable in shipping containers not to exceed 45 pounds when fully packed. (Maps ordered flat do not pack in shipping containers.)

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 during delivery/ mailing process.

PALLETIZING: Pallets are required. All pallets shall be marked with the following: contract number, print order number, number of packages, and name and address of the contractor on the outside of the container for identification purposes. (Pallets are required when the number of containers (maximum weight 45 pounds when fully packed) or shrink-wrapped packages covers one layer or more of the pallet.)

Each load shall have affixed to each of the four sides of load a placard listing the following information: NGA Reference Numbers, Edition Numbers, quantities, and destination address.

A shipment in excess of one pallet shall be marked so that each pallet is included as part of the same shipment (i.e., 1 of 3, 2 of 3, 3 of 3).

NGA finished map/chart pallet labels are to include the following DLA/Defense Distribution Mapping Activities (DDMA) return address and DLA's notification phone number:

Defense Logistics Agency
Distribution Mapping - Warehouse No. 66-D
8000 Jefferson Davis Highway
Richmond, VA 23297-5900
Phone Numbers: (804) 279-6554 or (804)279-6550

Placement of Flat Maps/Charts and Padded Products on Pallet (for each address required) –

Products shall be placed on 4-way entry wooden pallets with waterproof paper placed on the deck of the pallet and between the sheet on top of the load and the pallet top. Four-way pallet size will be either 40 x 48 x 5" or 48 x 60 x 5". Each pallet load shall be shrink-wrapped or stretched-wrapped with clear durable plastic.

Placement of products must be controlled so that a straight, even stack will be delivered onto the pallet. Stack variation must be kept to a minimum with no more than 3/16" misplacement of corners of flat map/chart sheets on top of each other. The edge of the stack must be maintained in a fashion so that the stack is delivered in a true perpendicular fashion. It must not lean or tilt more than 1/2" overall from top to bottom.

Flat maps/charts/padded products may be combined on a pallet with folded maps/charts, provided that the flat products are placed on top of the load between rigid boards or pallet tops. Pallet tops shall be a solid board or with boards with no more than 1" gap between boards. Boards and tops shall be strong enough to prevent damage to trimmed edges of flat or folded products due to steel strapping or other securing methods.

Place multiple product titles on a pallet not to exceed 52" maximum height. Breaker sheets shall be placed between products titles. Breaker sheets shall extend out no more than 2" beyond the stack. The NRN title of the product must be printed on this extended edge. The extended portions must show clearly the NRNs of all of the products on the pallet.

Placement of Folded Maps/Charts on Pallet (for each address required) –

Map/chart packages shall be placed on 4-way entry wooden pallets with waterproof paper placed on the deck of the pallet and between the sheet on top of the load and the pallet top. Four-way pallet size for folded map/chart packages will be 40 x 48 x 5". Pallet tops shall be a solid board or with boards with no more than 1" gap between boards. Boards and tops shall be strong enough to prevent damage to edges of packaged maps/charts due to steel strapping or other securing methods. Each pallet will be wrapped with durable stretch-wrap plastic.

Map/chart packages will be placed in layers in accordance with the specific chart sizes ordered. The row placed side-by-side the width dimension will be reversed to the opposite end of the pallet every fifth tier and this reversing repeated as the pallet is filled. Packages of folded maps/charts shall be stacked to a maximum of 24 layers high. (See Exhibit C for map/chart package placement on the pallet.)

Full pallet load maximum height is 52". Full pallet load maximum weight is 2,200 to 2,300 pounds. Each pallet load shall be shrink-wrapped or stretched-wrapped with clear durable plastic.

LABELING AND MARKING: Contractor to download GPO Form 905 (R. 7-15) – Labeling and Marking Specifications which can be located on GPO.gov, fill in appropriate blanks, and attach to shipping containers.

Mark all containers with the following: Quantity per container and number of containers (i.e., 1 of 3, 2 of 3, 3 of 3).

Contractor must prepare one (1) shipping transmittal to include the following information –

- Contract No. and Delivery Order No.
- NGA Reference Numbers (Chart Titles).
- Quantities of each chart and specify flat or folded.
- Number of pallets.
- Correct delivery destination, point of contact (POC), and phone number.
- Return address DLA/DDMA and notification phone number – (804) 279-6554 or (804) 279-6550.

A copy of the transmittal shall be sent to the DLA point of contact specified on the print order.

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 the copies were selected as directed using GPO Form 917 – Certificate of Selection of Random Copies which can be located on GPO.gov. 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), which 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 to: The container and its contents shall be recorded separately on all shipping documents and sent to: DLA, Distribution Mapping, Warehouse No. 98, 8000 Jefferson Davis Highway, Richmond, VA 23297-5900.

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 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 subplot. The contractor will be required to certify that the copies were selected as directed using GPO Form 917 – Certificate of Selection of Random Copies which can be 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 GPO program, jacket, and print order numbers must be furnished with billing as evidence of mailing.

DISTRIBUTION:

- Deliver f.o.b. destination to: Defense Supply Center Richmond, Attn: QAM Jeff Farmer, 8000 Jefferson Davis Highway, Richmond, VA 23297. *Inside delivery is required.* (Approximately 50% of the orders issued will require delivery to Richmond, VA.)
- When required, ship f.o.b. contractor's city to multiple addresses nationwide (Continental U.S. only) – *reimbursable.* (It is anticipated that the number of addresses per print order may be up to approximately 20.)

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

Contractor must give 24-hour advance notification of delivery by contacting the DLA Transportation Office at: (804) 279-6554 or (804) 279-6550.

DLA/DDMA hours of operation for receiving and unloading shipments are 6:00 a.m. to 3:30 p.m., Eastern Standard Time, Monday through Friday.

When required, contractor must ship direct to final destination. Contractor to ship reimbursable via traceable means. Contractor will be reimbursed for all shipping costs upon receipt of shipping receipts with contractor's billing invoice.

A single shipment or several shipments totaling 120 pounds or less scheduled for shipment on the same day to a single destination are to be sent by reimbursable parcel post or small parcel carrier, whichever method is most economical to the Government, unless otherwise instructed. However, shipments to APO, FPO, and post office addresses, regardless of total weight of shipment, must be made by reimbursable U.S. Postal Service.

Upon completion of each order, contractor must notify the ordering agency (on the same day the order delivers/ships) via email to the address indicated on the print order. The subject line of the email shall be "Distribution Notice for Program 289-S, Print Order XXXXX, Jacket Number XXX-XXX." The notice must provide all applicable tracking numbers, delivery/shipping methods, and title of product. Contractor must be able to provide copies of all delivery/shipping receipts upon agency request.

Upon completion of each order, contractor must furnish five (5) sample copies to: NGA MS J-019, Attn: Herman Dick/Joshua Hill, 3838 Vogel Road, Arnold, MO 63010.

Upon completion of each order, contractor must return all furnished material (as applicable) and digital deliverables to: Defense Supply Center Richmond, Attn: QAM POD, 8000 Jefferson Davis Highway, Richmond, VA 23297.

All expenses incidental to returning material (as applicable), 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).

The ordering agency will provide the print order and furnished material (CDs/DVDs) to the contractor using agency's shipping account.

At the Government's option, print order and furnished material may be furnished via AMRDEC Safe Web Application or NGA POD site.

When required, proofs must be delivered to and picked up from the address specified on the print order.

No definite schedule for placement of print order and furnished material can be predetermined. However, due to the critical nature of the products being produced on this contract, there may be occurrences when the contractor must be available to receive and produce orders 24 hours per day, seven (7) days per week, including Federal Holidays. Contractor must be able to accept an order for production immediately upon award of contract. Contact information required upon award. Delivery requirements will be defined on the print order. Delivery may be required seven (7) days per week, including Federal Holidays.

Surge/Crisis Support: During times of natural disasters, acts of war, etc., the ordering agency may have a need to place “surge or crisis orders.” For the purpose of this contract, “surge or crisis orders” shall be defined as orders which take precedence over all regular orders that have been placed on this contract at the time of the surge or crisis order. During a surge or crisis state, if there is a schedule conflict with the regular orders, the contractor must complete the orders identified as surge/crisis work first and the regular orders second. An automatic day-for-day adjustment shall be applied to the schedule on the regular orders. Surge/Crisis orders will be identified by the ordering agency on the print order for that specific order.

An occasional surge/crisis order may require an accelerated schedule as specified below.

The ordering agency will notify the contractor via email or telephone when a surge/crisis order is being issued.

Regular Schedule –

The following schedule begins the same CALENDAR DAY as receipt of print order and furnished material, provided the contractor receives the order by 12:00 noon. If an order is received after 12:00 noon, the schedule begins the following calendar day. Ordering agency will notify the contractor via email or telephone call that an order has been issued.

- Contractor must complete production and distribution within 30 calendar days of notification of the availability of print order and furnished material.
- When required, 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 two (2) calendar days from their receipt at the ordering agency until they are made available for pickup. (The first calendar day after receipt of proofs at the ordering agency is day one (1) of the hold time.)
- All proof and transit time is included in the 30-calendar day schedule.

Accelerated Schedule –

It is difficult to estimate how many orders may be identified as surge/crisis orders that will require an accelerated schedule. Because of varying degrees of size and complexity of each of these orders, the accelerated schedule requirements for each individual print order, when needed, will be determined jointly by the Government and the contractor based on the amount of work involved and the time that can be allowed for that order. The Government will contact the contractor when a surge/crisis order with an accelerated schedule needs to be issued. The schedule must be agreed upon prior to the ordering agency providing the Government furnished material and must be indicated on the print order for payment.

Additionally, the contractor will be allowed a premium payment for each order requiring the accelerated schedule. The premium payment will be negotiated for each individual order requiring the accelerated schedule. Upon agreement of the schedule and premium payment, the Contracting Officer will issue a modification. Premium payments will apply to all pricing line items (as applicable to the order) except paper.

NOTE: There may be contract years when no surge/crisis orders or the accelerate schedule are required.

- Orders must be completed and delivered within the time specified as mutually agreed upon between the Government and the contractor.
- Typical accelerated schedules require the contractor to complete production and distribution within two (2) to 15 calendar days of notification of the availability of print order and furnished material.
- Proofs will not be ordered on orders requiring an accelerated schedule.

The contractor must notify the U.S. GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least three (3) workdays prior to the inspection. Notify the U.S. Government Publishing Office, Quality Control for Published Products, Washington, DC 20401 at (202) 512-0542. Telephone calls will only be accepted between the hours of 8:00 a.m. and 2:00 p.m., prevailing Eastern Time, Monday through Friday. NOTE: See contract clauses, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1-18)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

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 specified and products ordered for shipping f.o.b. contractor's city must be picked up by small package carrier.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the 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.

For compliance reporting purposes, the contract or must notify the U.S. Government Publishing Office of the date of shipment or delivery, as applicable. Upon completion of each order, contractor must contact the Shared Support Services Compliance Section via email at compliance@gpo.gov; via telephone at (202) 512-0520; or via facsimile at (202) 512-1364. Personnel receiving email, call, or facsimile will be unable to respond to questions of a technical nature or to transfer any inquiries.

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.”

I.	(1)	(2)	(3)			
	3	3	9			
II. 1.	(1)	(2)	(3)	(4)	(5)	(6)
(a)	3	24	306	3	118	543
(b)	9	12	408	83	31	400
(c)	3	3	9	3	3	6
(d)	3	6	120	45	12	102
(e)	9	126	1,209	135	576	2,545
2.	(1)	(2)	(3)	(4)		
(a)	3	153	3	153		
(b)	150	150	150	150		
III. (a)	(1)	(2)	(3)			
(b)	183	339	705			
(c)	23	69	114			
(d)	15	42	27			
	3	3	96			
IV. (a) 1.	60					
2.	131					
3.	733					
4.	15					
5.	95					
(b) 1.	3					
2.	6					
(c) 1.	1,500					
2.	5,766					
3.	20,317					
4.	6,432					
5.	120					
6.	270					
7.	500					
8.	1,000					
9.	1,000					
V. (a)	6,945					
(b)	231					

SECTION 4. – SCHEDULE OF PRICES

Bids offered are f.o.b. contractor’s city for all shipping 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), NA (Not Applicable), 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.

Cost of all required paper must be charged under Item III. PAPER.

Contractor’s billing invoice must be itemized in accordance with the items in the “SCHEDULE OF PRICES.”

I. PREPRESS OPERATIONS:

	<u>FORMATS</u>		
	<u>A</u>	<u>B</u>	<u>C</u>
	(1)	(2)	(3)
Digital one-piece composite laminated proofs.....per proof.....\$	_____	\$ _____	\$ _____

II. PRINTING: Prices offered shall include the cost of all required materials and operations necessary for the printing of the products listed in accordance with these specifications.

1. Maps and Charts –

	<u>Makeready and/or Setup FORMATS</u>			<u>Running Per 1,000 Copies FORMATS</u>		
	<u>A</u>	<u>B</u>	<u>C</u>	<u>A</u>	<u>B</u>	<u>C</u>
	(1)	(2)	(3)	(4)	(5)	(6)
(a) Printing one side only in a single ink color, including trimmingper product \$	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(b) Printing one side only in four-color process, including trimmingper product \$	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

(Initials)

	<u>Makeready and/or Setup FORMATS</u>			<u>Running Per 1,000 Copies FORMATS</u>		
	<u>A</u>	<u>B</u>	<u>C</u>	<u>A</u>	<u>B</u>	<u>C</u>
	(1)	(2)	(3)	(4)	(5)	(6)
(c) Printing second side in a single ink color, including trimmingper product	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(d) Printing second side in four-color process, including trimmingper product	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(e) Printing in an additional ink color not charged for under line items II.1.(a) through (d) per color/per side	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

2. <i>Padded Products</i> –	<u>Makeready and/or Setup FORMATS</u>		<u>Running Per 1,000 Copies FORMATS</u>	
	<u>A</u>	<u>B</u>	<u>A</u>	<u>B</u>
	(1)	(2)	(3)	(4)
(a) Printing face only in a single ink color.....per leaf	\$ _____	\$ _____	\$ _____	\$ _____
(b) Printing face and back in a single ink color.....per leaf	\$ _____	\$ _____	\$ _____	\$ _____

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 product(s) 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 –

Maps, Charts, and Pads – *Each page-size leaf.*

	<u>Per 1,000 Leaves FORMATS</u>		
	<u>A</u>	<u>B</u>	<u>C</u>
	(1)	(2)	(3)
(a) White Offset Map, Lithographic-finish (60-lb.).....	\$ _____	\$ _____	\$ _____
(b) White 50% Chart, Lithographic-finish (36-lb.).....	\$ _____	\$ _____	\$ _____
(c) White 25% Translucent Bond (16-lb.).....	\$ _____	\$ _____	\$ _____
(d) White Tyvek, DuPont, Style No. 1073D	\$ _____	\$ _____	\$ _____

(Initials)

IV. BINDING:

(a) Folding –

- 1. Small Fold per 1,000 products\$ _____
- 2. Medium Fold per 1,000 products\$ _____
- 3. Large A Fold per 1,000 products\$ _____
- 4. Large B Fold per 1,000 products\$ _____
- 5. EVC Fold per 1,000 products\$ _____

(b) Padding – Prices submitted must include construction and backboards.

- 1. Format A per 1,000 pads\$ _____
- 2. Format B per 1,000 pads\$ _____

(c) Shrink-film Wrapping –

- 1. Small Fold per package\$ _____
- 2. Medium Fold per package\$ _____
- 3. Large A and B Fold per package\$ _____
- 4. EVC Fold per package\$ _____
- 5. Padded products (Format A) per package\$ _____
- 6. Padded products (Format B) per package\$ _____
- 7. Flat Maps/Charts (Format A) per package\$ _____
- 8. Flat Maps/Charts (Format B) per package\$ _____
- 9. Flat Maps/Charts (Format C) per package\$ _____

V. PALLETIZING AND DISTRIBUTION: Prices offered must be all-inclusive, as applicable, and must include the cost of pallets; palletizing, labeling and marking; and complete distribution, in accordance with these specifications.

- (a) Packing and sealing shipping containers per container\$ _____
- (b) Palletizing per pallet\$ _____

(Initials)

SHIPMENTS: Shipments will be made from: City _____ State _____.

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

DISCOUNTS: Discounts are offered for payment as follows: _____ Percent _____ Calendar Days. See Article 12 "Discounts" of Solicitations Provisions in GPO Contract Terms (Publication 310.2).

AMENDMENT(S): Bidder hereby acknowledges amendment(s) number(ed) _____.

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

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

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

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

Bidder _____
(Contractor's Name) (GPO Contractor's Code)

(Street Address)

(City – State – Zip Code)

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

(Person to be Contacted) (Telephone Number) (Email Address)

THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____ Contracting Officer: _____ Date: _____

NGA Lithographic and Digital Printing Color Specifications and Matrix for Map and Chart Products

- The below matrix and information delineate the conversion from the legacy Standard Print Color (SPC) system to the Pantone Matching System (PMS). The Pantone Uncoated Library was used for all spot colors and is to be utilized for all offset, lithographic printing. In the event that a product is defined as process/CMYK, then Pantone Process Uncoated inks are to be used. Color matching for prints is to be performed with spectrodensitometers or spectrophotometers utilizing ΔE_{00} set for D50 – emulating 5000°K daylight – with the maximum, acceptable ΔE_{00} being displayed in the two, far right columns of the below table. The acceptable ΔE_{00} allows for variations in paper, paper color, ink variations, and ink density up to the acceptable max ΔE_{00} ; however, in the event that a printed color is greater than the ΔE_{00} value in the table, then that product is deemed unsafe and unusable. This is due to each color corresponding to a specific feature within a map or chart, which directly impacts red, green, blue, and low-light readability.
- In the event that there are issues with a particular print file, DLA and the STM Production Office are to be notified. If a print file contains SPC colors that are not specified within the below table, then DLA and the STM Production Office are to be notified, and a correct list of inks will be supplied. In addition, there are some print files which originated from a scan of a map or chart (typically due to no other digital file being available), and they may be subject to eccentricities such as low resolution, slight mis-registration of colors, and muddied colors. For questions or issues printing these products, DLA and the STM Production Office are to be notified. All other questions or issues should be referred to DLA and the STM Production Office.

UNCLASSIFIED

NGA SPC Number	Pantone Equivalent	Product Lines	General Description	Low-Light Readability			Color Swatches	Screen %	CIE-LAB Values			Maximum Acceptable ΔE00	
				Red	Green	Blue			L	A	B	Press	Digital
46351	Blue 072 U	JOGA LPC MDG NAVPLAN TLM TM	Common name: "Aero Blue." Assigned to features such as Vertical Obstructions, Runways, Aerodromes, etc.	Yes	Yes	Yes		100%	33.4	22.5	-48.7	5.0	8.0
								91%	33.9	22.6	-50.1		
								79%	38.2	20.1	-47.3		
								67%	42.1	18.2	-46.8		
								54%	49.5	14.3	-40.8		
								42%	57.5	11.2	-35.3		
								31%	64.1	8.8	-30.2		
								21%	72.0	6.4	-24.1		
								12%	80.8	4.4	-17.3		
								7%	85.6	3.4	-13.7		
46961	2665 U	MDG MIM TLM TM	Common name: "Blue Light Readable Blue." Typically replaces 48253 (Cyan) for drainage/water features on products requiring Blue/Green Light Readability.	Yes	Yes	Yes		100%	48.9	27.9	-45.6	5.0	6.0
								91%	50.1	27.6	-45.4		
								79%	51.5	26.9	-44.7		
								67%	54.2	25.0	-42.4		
								54%	58.3	23.2	-40.3		
								42%	64.7	19.3	-34.9		
								31%	70.4	15.9	-30.1		
								21%	76.8	11.9	-23.8		
								12%	83.4	8.2	-17.4		
								7%	87.2	6.1	-13.5		
47651	285 U	BNPC TLM	Legacy color used in TLM products for drainage/water features.	Yes	No	No		100%	60.3	-4.8	-42.3	5.0	6.0
								91%	61.5	-4.9	-41.2		
								79%	64.5	-5.1	-38.3		
								67%	67.1	-4.9	-35.5		
								54%	71.4	-4.4	-31.3		
								42%	76.2	-4.0	-26.4		
								31%	80.2	-3.0	-21.9		
								21%	84.2	-2.1	-17.0		
								12%	88.4	-0.9	-12.4		
								7%	90.9	-0.1	-10.0		

UNCLASSIFIED

UNCLASSIFIED

NGA SPC Number	Pantone Equivalent	Product Lines	General Description	Low-Light Readability			Color Swatches	Screen %	CIE-LAB Values			Maximum Acceptable ΔE00	
				Red	Green	Blue			L	A	B	Press	Digital
48253	Process Cyan U	BNPC City Graphic HITS ICM JOGA LPC MDG NAVPLAN OPAREA SNC TLM TM	Common name: "Cyan." Used for drainage/water features in topographic and aeronautical products. Used for near-shore tints in hydrographic products.	Yes	No	No	100%	59.5	-26.0	-45.6	5.0	6.0	
							91%	61.1	-25.3	-43.5			
							79%	65.8	-21.4	-38.5			
							67%	68.7	-19.5	-35.4			
							54%	72.9	-16.7	-30.4			
							42%	78.0	-12.4	-24.9			
							31%	81.7	-9.3	-20.6			
							21%	86.3	-6.0	-15.1			
							12%	89.4	-3.4	-11.5			
							7%	91.3	-1.9	-8.9			
49733	3258 U	BNPC OPAREA SNC	Common name: "Hydro Green." Typically used for sector lights, buoys, drag zones, etc. in hydrographic products.	Yes	No	No	100%	69.8	-36.0	-2.6	5.0	6.0	
							91%	71.0	-34.6	-2.9			
							79%	72.5	-32.2	-3.1			
							67%	74.8	-30.2	-3.6			
							54%	77.8	-25.5	-4.2			
							42%	80.3	-22.2	-4.5			
							31%	83.7	-16.7	-4.7			
							21%	86.8	-11.6	-4.7			
							12%	89.8	-6.8	-5.0			
							7%	91.9	-3.6	-5.1			
51022	355 U	MDG MIM TLM TM	Common name: "Green Light Readable Green." Typically replaces 52813 (Topo Green) for maps requiring Blue/Green Light Readability. Used for vegetation features in topographic maps. Used for vegetation and zoning features in MIMs.	Yes	Yes	Yes	100%	55.2	-49.0	23.6	5.0	6.0	
							91%	56.6	-46.1	22.0			
							79%	58.2	-46.1	22.0			
							67%	60.6	-45.5	21.7			
							54%	65.6	-42.6	20.1			
							42%	70.5	-37.0	16.8			
							31%	75.8	-29.4	12.4			
							21%	80.6	-21.8	7.9			
							12%	86.1	-13.8	3.3			
							7%	88.8	-10.0	1.2			

UNCLASSIFIED

EXHIBIT A

UNCLASSIFIED

NGA SPC Number	Pantone Equivalent	Product Lines	General Description	Low-Light Readability			Color Swatches	Screen %	CIE-LAB Values			Maximum Acceptable ΔE00	
				Red	Green	Blue			L	A	B	Press	Digital
52813	346 U	LPC MDG TLM TM	Common name: "Topo Green." Used for vegetation features in topographic maps and littoral charts.	Yes	No	No		100%	57.8	-46.5	17.6	5.0	6.0
								91%	58.9	-47.2	17.9		
								79%	61.5	-43.6	16.4		
								67%	65.5	-40.6	14.9		
								54%	68.6	-34.2	12.1		
								42%	73.7	-27.0	8.9		
								31%	78.3	-21.2	6.3		
								21%	82.5	-15.2	3.2		
								12%	87.2	-9.2	0.4		
								7%	89.6	-5.8	-0.9		
57377	Process Yellow U	ICM JOGA LPC MIM NAVPLAN SNC	Common name: "Yellow." Used for numbered features in ICMs, hypsometric tints in JOGA/NAVPLAN products, sector lights in SNCs, grid numbers in MIMs, and land tint in LPCs.	No	No	Yes		100%	88.9	-2.9	86.6	5.0	6.0
								91%	88.6	-2.8	81.1		
								79%	89.8	-3.5	74.0		
								67%	90.0	-3.8	67.5		
								54%	90.7	-3.7	54.6		
								42%	91.4	-3.4	44.1		
								31%	91.5	-2.8	32.8		
								21%	92.9	-1.9	21.3		
								12%	93.6	-0.8	11.6		
								7%	94.0	-0.1	6.0		
58422	7504 U	BNPC HITS MIM OPAREA	Common name: "Brown." Used for boundaries and Aviation Routes in MIMs.	Yes	Yes	Yes		100%	58.5	6.3	10.4	5.0	6.0
								91%	60.3	6.2	10.3		
								79%	60.0	5.8	9.2		
								67%	63.9	5.6	8.6		
								54%	68.1	5.0	6.7		
								42%	73.2	4.3	4.6		
								31%	77.7	3.7	2.9		
								21%	82.6	3.1	0.8		
								12%	86.3	2.6	-0.7		
								7%	89.0	2.2	-1.5		

UNCLASSIFIED

UNCLASSIFIED

NGA SPC Number	Pantone Equivalent	Product Lines	General Description	Low-Light Readability			Color Swatches	Screen %	CIE-LAB Values			Maximum Acceptable ΔE00	
				Red	Green	Blue			L	A	B	Press	Digital
58600	Process Black U	BNPC City Graphic HITS ICM JOGA LPC MDG MIM NAVPLAN SNC TLM TM	Common name: "Black." Typically used for text, grids, and culture features in all products lines.	Yes	Yes	Yes	[Color Swatches]	100%	31.9	1.6	1.5	5.0	6.0
								91%	39.1	1.4	0.5		
								79%	42.5	1.2	-0.2		
								67%	50.8	1.1	-1.2		
								54%	57.7	1.1	-1.7		
								42%	64.6	1.1	-2.2		
								31%	70.7	1.1	-2.9		
								21%	77.5	1.2	-3.7		
								12%	83.8	1.4	-4.2		
								7%	87.8	1.5	-4.3		
59062	7413 U	City Graphic MIM	Common name: "Yellow-Brown." Typically used for culture features in City Graphics and Aviation Routes in MIMs.	No	Yes	Yes	[Color Swatches]	100%	69.6	21.2	37.7	5.0	6.0
								91%	70.5	20.4	36.6		
								79%	72.6	18.3	32.8		
								67%	74.4	16.4	29.7		
								54%	76.8	14.4	26.4		
								42%	79.6	12.0	22.0		
								31%	82.7	9.3	16.5		
								21%	85.5	7.1	12.1		
								12%	88.6	4.8	6.6		
								7%	90.8	3.1	3.5		
60862	485 U	City Graphic MIM	Common name: "Red." Typically used for numbered features in City Graphics and Aviation Routes in MIMs.	No	Yes	Yes	[Color Swatches]	100%	57.9	52.1	35.4	5.0	6.0
								91%	58.4	50.8	34.4		
								79%	61.9	45.5	29.2		
								67%	64.2	41.8	25.6		
								54%	68.2	35.5	20.2		
								42%	72.8	28.6	14.8		
								31%	76.5	23.5	10.9		
								21%	81.4	17.0	6.4		
								12%	86.0	11.2	2.3		
								7%	88.6	8.0	0.5		

UNCLASSIFIED

UNCLASSIFIED

NGA SPC Number	Pantone Equivalent	Product Lines	General Description	Low-Light Readability			Color Swatches	Screen %	CIE-LAB Values			Maximum Acceptable ΔE00	
				Red	Green	Blue			L	A	B	Press	Digital
61121	202 U	BNPC HITS ICM JOGA LPC MDG MIM TLM TM	Common name: "Red-Brown." Typically used for boundaries in HITS and MIMs; roads in ICMs; hypsometric features in JOGAs, LPCs, MDGs, MIMs, TLMs, and TMs.	Yes	Yes	Yes		100%	42.4	29.9	7.8	5.0	6.0
								91%	44.0	30.6	7.0		
								79%	47.8	28.5	5.5		
								67%	52.7	26.3	3.3		
								54%	58.7	22.7	1.3		
								42%	66.8	17.9	-1.0		
								31%	72.6	14.4	-2.4		
								21%	78.4	11.3	-3.5		
								12%	84.4	7.9	-4.4		
								7%	88.0	6.1	-4.8		
90342	Process Magenta U	ICM JOGA NAVPLAN	Common name: "Magenta." Typically used as part of color imagery in ICMs and hypsometric tints in JOGAs and NAVPLAN charts.	No	Yes	Yes		100%	58.7	64.1	0.0	5.0	6.0
								91%	57.0	59.1	-2.6		
								79%	60.8	52.1	-3.9		
								67%	65.2	44.9	-5.3		
								54%	68.9	38.7	-6.0		
								42%	73.0	32.3	-6.2		
								31%	77.5	25.5	-6.5		
								21%	82.6	18.5	-6.6		
								12%	87.0	12.3	-6.1		
								7%	89.7	8.4	-5.8		
91021	688 U	SNC	Legacy color used in SNCs. Replaced by 96532.	Yes	No	No		100%	56.6	26.3	-7.0	5.0	6.0
								91%	57.5	25.8	-6.9		
								79%	59.9	25.7	-7.1		
								67%	63.6	23.0	-7.1		
								54%	67.5	20.6	-6.8		
								42%	72.8	18.1	-6.8		
								31%	75.9	15.7	-6.8		
								21%	81.7	11.8	-6.2		
								12%	86.5	8.3	-5.9		
								7%	89.5	6.4	-5.5		

UNCLASSIFIED

UNCLASSIFIED

NGA SPC Number	Pantone Equivalent	Product Lines	General Description	Low-Light Readability			Color Swatches	Screen %	CIE-LAB Values			Maximum Acceptable ΔE00	
				Red	Green	Blue			L	A	B	Press	Digital
96532	2577 U	BNPC HITS LPC OPAREA SNC	Common name: "Hydro Purple." Used for hydrographic features, sector lights, buoys, grids (LPCs), and zoning areas in charts.	Yes	No	No		100%	56.4	24.6	-31.7	5.0	6.0
								91%	57.3	24.1	-31.3		
								79%	59.2	23.9	-31.0		
								67%	61.0	23.5	-30.7		
								54%	64.8	22.3	-29.5		
								42%	69.2	20.1	-27.0		
								31%	73.3	17.3	-23.9		
								21%	78.3	13.6	-19.8		
								12%	84.2	9.9	-15.3		
								7%	87.5	7.5	-12.4		
Foreshore Flats-Topo	Cyan + Black	N/A	N/A	Yes	No	No		N/A	71.2	-8.0	-16.7	5.0	6.0
Foreshore Flats-Hydro	Cyan + Black	N/A	N/A	Yes	No	No		N/A	75.1	-5.0	-12.8	5.0	6.0

UNCLASSIFIED

Chart Package Label & Insertion

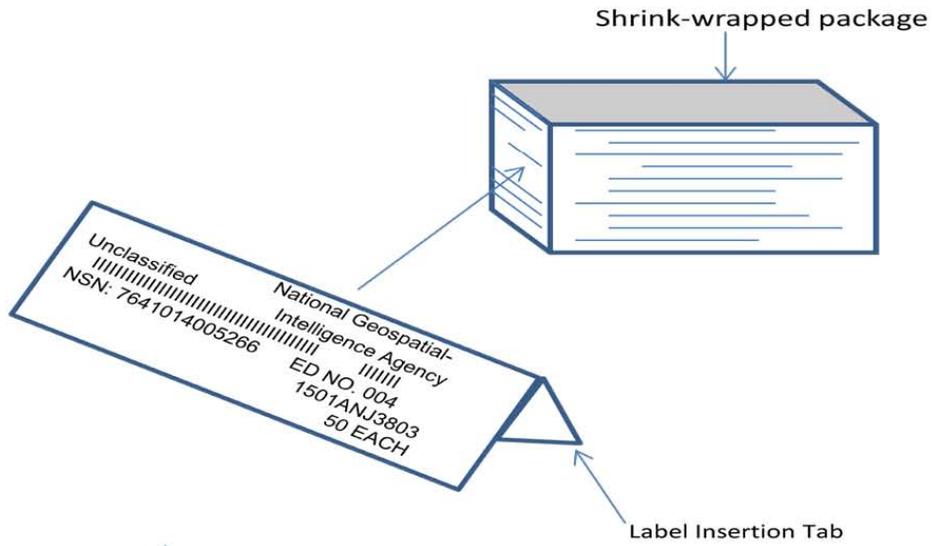
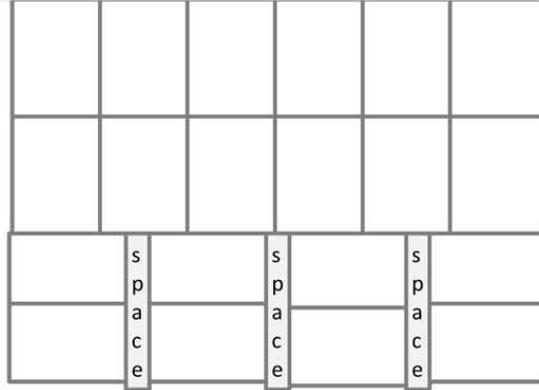


Chart Package Placement on 40" X 48" X 5" Four-Way Entry Pallet

SMALL FORMAT SIZE CHARTS

50 Chart per package, 20 packages per layer.
A row consists of 2 package/layers deep. Alternate every row.



LARGE FORMAT SIZE CHARTS

25 Charts per package, 11 packages per layer.
A row consists of 2 package/layers deep. Alternate every row.

