

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Program No 2709-S Term 05/01/18 To 04/30/19													
2	TITLE: Torch Magazine-Layout and Design Services for Hard Copy and Web Versions													
3														
4					Miller Creative Services, Inc.		Urban House LLC		2D Design LLC		Safety Research Corporation of America		Sammie W. King Contemporary	
5					Huntington, IN		North Port, FL		Converse, TX		Dothan, AL		San Antonio, TX	
6					N/A		090-90495		420-88611		010-77371		420-77848	
7	ITEM NO.	DESCRIPTION	BASIS OF AWARD		UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
8	I.	Design Production												
9	(a)	Layout and design.....per page.....	112		\$225.00	\$25,200.00	\$97.50	\$10,920.00	\$75.00	\$8,400.00	\$82.00	\$9,184.00	\$860.00	\$96,320.00
10	(b)	Additional content/or Author's Alterations....	28		\$75.00	\$2,100.00	\$65.00	\$1,820.00	\$35.00	\$980.00	\$9.15	\$256.20	\$0.00	\$0.00
11	(c)	Web-Ready 508 Compliant Adobe Acrobat Pdf	112		\$10.00	\$1,120.00	\$37.50	\$4,200.00	\$30.00	\$3,360.00	\$29.79	\$3,336.48	\$0.00	\$0.00
12	(d)	Additional managerial time.....per hour.....	32		\$75.00	\$2,400.00	\$45.00	\$1,440.00	\$40.00	\$1,280.00	\$55.00	\$1,760.00	\$0.00	\$0.00
13														
14														
15		CONTRACTOR TOTALS				\$30,820.00		\$18,380.00		\$14,020.00		\$14,536.68		\$96,320.00
16		DISCOUNT			2.00%	\$616.40	5.00%	\$919.00	0.00%	\$0.00	1.00%	\$145.37	1.00%	\$963.20
17		DISCOUNTED TOTALS				\$30,203.60		\$17,461.00		\$14,020.00		\$14,391.31		\$95,356.80
18														
19														
20					Firefly Creative Inc.		Schatz Publishing Group		Pssi		Diverse Imaging		Network Typesetting Inc.	
21					Atlanta, GA		Blackwell, OK		Fairfax, VA		Carvel, NY		Highland Park, NJ	
22					100-32758		350-78200		450-86101		310-27892		290-63357	
23	ITEM NO.	DESCRIPTION	BASIS OF AWARD		UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
24	I.	Design Production												
25	(a)	Layout and design.....per page.....	112		\$225.00	\$25,200.00	\$125.00	\$14,000.00	\$60.00	\$6,720.00	\$80.00	\$8,960.00	\$57.00	\$6,384.00
26	(b)	Additional content/or Author's Alterations....	28		\$75.00	\$2,100.00	\$5.00	\$140.00	\$20.00	\$560.00	\$20.00	\$560.00	\$5.00	\$140.00
27	(c)	Web-Ready 508 Compliant Adobe Acrobat Pdf	112		\$62.50	\$7,000.00	\$10.00	\$1,120.00	\$10.00	\$1,120.00	\$4.00	\$448.00	\$5.00	\$560.00
28	(d)	Additional managerial time.....per hour.....	32		\$55.00	\$1,760.00	\$0.00	\$0.00	\$150.00	\$4,800.00	\$80.00	\$2,560.00	\$40.00	\$1,280.00
29														
30														
31		CONTRACTOR TOTALS				\$36,060.00		\$15,260.00		\$13,200.00		\$12,528.00		\$8,364.00
32		DISCOUNT			0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	1.00%	\$83.64
33		DISCOUNTED TOTALS				\$36,060.00		\$15,260.00		\$13,200.00		\$12,528.00		\$8,280.36
34											AWARDED			
35														
36					Gray Graphics		Graphic Visions							
37					Capitol Heights, MD		Gaithersburg, MD							
38					190-38435		190-38407							
39			BASIS OF AWARD		UNIT RATE	COST	UNIT RATE	COST						
40														
41			112		\$125.00	\$14,000.00	\$125.00	\$14,000.00						
42			28		\$20.00	\$560.00	\$30.00	\$840.00						
43			112		\$40.00	\$4,480.00	\$90.00	\$10,080.00						
44			32		\$65.00	\$2,080.00	\$45.00	\$1,440.00						
45														
46														
47		CONTRACTOR TOTALS				\$21,120.00		\$26,360.00						
48		DISCOUNT			2.00%	\$422.40	1.00%	\$263.60						
49		DISCOUNTED TOTALS				\$20,697.60		\$26,096.40						

U.S. GOVERNMENT PUBLISHING OFFICE

Dallas, Texas

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Torch Magazine – Layout and Design Services for Hard Copy and Web Versions
as requisitioned from the U.S. Government Publishing Office (GPO) by the

Defense Logistics Agency – Document Services

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning May 1, 2018 and ending April 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 Dallas, TX time, on April 19, 2018.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to: **U.S. Government Publishing Office, 1100 Commerce Street, Suite 731, Dallas, TX 75242**. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Dallas Regional **Fax No. (214) 767-4101**. 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.

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.

BIDDERS, PLEASE NOTE: 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.

This is a new contract. There is no abstract available.

For information of a technical nature, call Jermaine Berryman, at (214) 767-0451, Ext 2, or email jberryma@gpo.gov.

NOTE: Electronic versions of previous editions of *Torch* are available upon request. Please email jberryma@gpo.gov for PDFs of previous editions.

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. 01-18)) and GPO Contract Terms, Quality Assurance through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 8-02)).

All GPO publications referenced in these specifications are available on the internet via the GPO website, <https://contractorconnection.gpo.gov/>.

PREDOMINATE FUNCTION: Production, planning, and management of *Torch Magazine* design is the predominate function of this contract and may *not* be subcontracted.

PREAWARD EVALUATION: Upon notification from GPO, contractor shall submit a detailed plan to include the following for technical and managerial evaluation:

1. Quality and Demonstrated Experience in Producing Similar Products: Three or more published samples with a narrative of previous experience, demonstrating your ability to produce high quality and well designed publications.
2. Design Experience: Describe, with two or more samples your capability to perform original designs as required. This description should include how the design will be developed and produced.
3. Production Schedule: Outline of schedule, to include attendance of editorial planning meetings, proofs and production to meet the specified schedule.

Bidders who cannot submit the required preaward evaluation plan will be declared NON-RESPONSIBLE.

Contractor will be notified of low bid status. Evaluation material is due to the government within two (2) workdays of notification of low bid status. The government will evaluate the material and return within three (3) workdays.

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

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 May 1, 2018 through April 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 January 31, 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.

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 via teleconference, immediately after award.

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

ORDERING: Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from May 1, 2018 through April 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: Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient 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>.

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

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of publishing design work, requiring such operations as secure FTP retrieval/receipt of digital content, planning, project and timeline management, content design, and layout design, generation of printing media (and companion Section 508 compliant PDF media for use on customer's web site) from furnished and contractor-created digital copy and press ready digital files.

TITLE: *Torch Magazine* – Layout and Design Services for Hard Copy and Web Versions

FREQUENCY OF ORDERS: Approx. four orders per year.

QUANTITY: One each: Print ready native application file plus print ready Portable Document Format (PDF) file; Web-ready 508 compliant content file

NUMBER OF PAGES: Approximately 28 pages, including covers.

TRIM SIZE: 8" x 11".

GOVERNMENT TO FURNISH:

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

Platform: Windows (PC compatible).

Storage Media: Secure FTP

Software: Raw content files are furnished in Microsoft Word, Adobe Illustrator and Photoshop (current versions) and Adobe Portable Document Format (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: Printer and screen fonts may furnished.

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: Image files include .jpeg and/or .tiff files, as well as photo files shot and captured with a digital camera.
CMYK will be used for color identification.
The Government will supply digital content consisting of a combination of text and graphic elements. It is anticipated that as many as 40 pages of raw digital content will be furnished per issue.

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.

OWNERSHIP OF MATERIALS: The Air Education and Training Command Safety Directorate (AETC/SE) retains the ownership and rights to all original materials, including design the elements photographs and illustrations, which may not be used without express written permission of AETC/SE. AETC retains the rights to reproduce all elements of the magazine at no additional cost.

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.

Secure Data Transmission: Digital content transmitted for the performance of this contract will include mailing address databases. These elements must be transmitted via secure FTP means and methods in accordance with AETC security/privacy regulations.

It is anticipated that the contractor will be required to execute and submit an AETC *Data Transfer Agreement* during the term of this contract to assure secure handling and processing of mailing data used in the performance of this contract. The contractor will be required to invest the time, effort and materials required to satisfy the required FTP security at no additional cost to the Government.

Contractor must be able to support legacy versions as well as the most recent upgrades of the aforementioned software should the Government provide digital files created with older software versions or new software upgrades.

ELECTRONIC PREPRESS: 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.

Prior to image processing, the contractor shall be responsible for reviewing Government-furnished and contractor-created digital files to insure that such features as bleeds, register marks and file output settings have been provided to correctly print the publication. These prepress responsibilities, as well as the provision of necessary trapping, are to be provided at no additional cost to the Government.

The contractor will be required to provide for digital manipulation of images in furnished digital files using Adobe Photoshop, or a comparable photo-editing program.

Digital deliverables: Upon completion of each order the contractor must furnish the final production digital files with the furnished material. These digital deliverables must be an exact representation of the final printed product and shall be returned in the same furnished native application format and on the same type of storage media as was originally provided. Unless otherwise instructed, the digital deliverables shall be provided in the form of Adobe Acrobat Portable Document Format (PDF) files.

CONTRACT EDITORIAL REPRESENTATIVE(S): Unless otherwise instructed by AETC/SE, the contractor shall initiate and conduct all *Torch Magazine* contract design/editorial discussions with Mr. Tim Barela, at (210) 287-5028; timothy.barela@us.af.mil.

EDITORIAL PLANNING: It is the intent of the customer to establish with the contractor an annual production calendar during the life of the contract for each issue of *Torch Magazine*.

PUBLICATION DESIGN: The contractor will be required to provide original publication design, to include fonts and other elements necessary to create a distinctive and coherent visual identity for the specified publication. To this end, the contractor shall:

- Provide complete page design. The overall design concept must be approved by the AETC/SE *Torch Magazine* Editorial Representative(s) prior to beginning production on the first issue.
- Digitally incorporate into the design any artwork and photography provided by AETC/SE, including photographs, slides and illustrations.
- Supplement any supplied artwork or text with illustrations, icons, logos and stock photos, as mutually agreed upon.

- Contractor to professionally copyfit final contents, eliminating orphans, widows, bad breaks, etc.

GENERATION OF PRINTING MEDIA: The contractor will be required to output furnished digital copy at 2540 dpi (min. 150-line screen).

The digital deliverables returned to the Government must be the final digital files used for printing. They must be suitable for generating printing media required for a subsequent reprinting of the printed product at a future date.

COURTESY CREDIT LINES: Courtesy credit lines are permissible only for non-copyrighted materials contributed or loaned by non-governmental parties. They shall be subordinate in size of type to that of both text and legends for illustrations. When all materials have come from a single non-governmental source, credit lines shall be given only in a paragraph without display typography.

COPYRIGHT NOTICES: Copyright notices shall be subordinated in size of type to that of both text and legends for illustrations. When privately copyrighted material is reprinted in a Government publication, notice of copyright is essential in order that the public not be misled. Prior to the publication of any copyrighted material the contractor must obtain approval from the copyright holder and the ordering Government agency.

SECTION 508 COMPLIANT PDF CONTENT: The contractor will be required to create and deliver Adobe Acrobat PDF content for each issue of *Torch Magazine*, optimized for customer use on their web site(s). Provided PDF content must be in full and current compliance with Section 508 of the U.S. Rehabilitation Act. (See: www.section508.gov)

PROOFS: The contractor will be required to provide approximately two rounds of “soft” proofs per issue.

The “soft” proofs shall be electronically submitted in the form of an Adobe Acrobat PDF file(s) with all the fonts embedded. All PDF proofs shall be distilled as “PressOptimized” PDF files. Unless other instructed, the proofs shall consist of all publication pages, correctly collated, and shall include all publication elements.

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.

DISTRIBUTION: The contractor will be required to provide press ready files to the contractor on Program 1786-S or to the Government, at the Government’s option, via contractor ftp site. FTP information will be provide at post award conference immediately after award.

Delivery of 508 compliant digital content: The contractor shall post the 508 compliant web-ready PDF to Defense Visual Information Distribution Service (DVIDS). Instructions for posting will be provided at post award conference immediately after award.

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). As applicable, furnished material and proofs must be picked up from:

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with each order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

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.

Unless otherwise instructed, the contractor will be required to submit an Adobe Acrobat PDF “soft” proof file for evaluation to Mr. Tim Barela at timothy.barela@us.af.mil or as otherwise indicated on the print order. The contractor must not print prior to receipt of a phone call to Tim Barela at (210) 287-5028 and subsequent email receipt of an "OK to Print."

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

	<u>WD After</u>
Contractor to transmit page PDF proof	7
Evaluation of page PDF proof	8
Contractor to transmit second page design PDF proof	4
Evaluation of second page design PDF proof	8
Submission of press ready files to Program 3951-S contractor	5

Furnished copy must be returned with proofs. Unless otherwise instructed, if additional rounds of revised proofs are required, contractor must submit them within four workdays and pickup within eight (8) workdays.

The "ship/deliver" date indicated on the print order applies to the date by which electronic media is to be delivered/uploaded to Program 1786-S contractor.

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 contractor must notify the U.S. Government Publishing Office of the date of shipment or delivery, as applicable. Upon completion of each order, contractor must email infodallas@gpo.gov. 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. (a) 112
- (b) 28
- (c) 112
- (d) 32

SECTION 4.- SCHEDULE OF PRICES

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 information, may be declared nonresponsive.

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government.

Bids submitted with NB (No Bid) or blank spaces for an item may be declared nonresponsive.

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

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

I. DESIGN PRODUCTION: Prices quoted shall include the cost of all editorial/graphic materials and operations necessary for the creation, composition and generation of the customer-approved *Torch Magazine* digital content.

- (a) Layout and design per page\$ _____
- (b) Additional content/or Author’s Alterations..... per page\$ _____
- (c) Web- Ready 508 Compliant Adobe Acrobat PDF file(s) per page\$ _____
- (c) Additional managerial time per hour.....\$ _____

Initials

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

SHIPMENT(S): 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 Solicitation 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 points(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 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)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID).

THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____ Contracting Officer: _____ Date: _____
(Initials) (Initials)

