

Program No 1827-S R-1 Term 08/01/17 To 07/31/18								
TITLE: Army Press Journals								
			McDonald & Eudy		Production Press		Starline Printing	
			Temple Hills, MD		Jacksonville, IL		Albuquerque, NM	
ITEM NO.	DESCRIPTION	BASIS OF AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I.	COMPLETE PRODUCT							
(a)	Cover per complete cover (includes clear coating)							
(1)	4-Color Process Makeready and/or Setup	17	\$775.00	\$13,175.00	\$172.00	\$2,924.00	\$2,500.00	\$42,500.00
(2)	4-Color Process Running Per 1,000 Copies	58	\$275.00	\$15,950.00	\$119.00	\$6,902.00	\$250.00	\$14,500.00
(b)	Text per page							
(1)	4-Color Process Makeready and/or Setup	2048	\$22.00	\$45,056.00	\$26.99	\$55,275.52	\$26.00	\$53,248.00
(2)	4-Color Process Running Per 1,000 Copies	7643	\$9.97	\$76,200.71	\$14.47	\$110,594.21	\$11.00	\$84,073.00
II.	MISCELLANEOUS CHARGES							
(a)	High-Resolution Content Proofs, per page	1986	\$0.50	\$993.00	\$3.99	\$7,924.14	\$0.75	\$1,489.50
(b)	Time work, per hour	48	\$60.00	\$2,880.00	\$100.00	\$4,800.00	\$2.00	\$96.00
(c)	Military Review, English version, last signature of approximately 48 text pages, folded signatures (not bound), per 2 signatures	14	\$70.00	\$980.00	\$25.00	\$350.00	\$60.00	\$840.00
III.	PACKING (including labeling)							
1.	Bulk shipments (other than mail), Packing and sealing shipping containers, per container	217	\$2.50	\$542.50	\$3.29	\$713.93	\$6.00	\$1,302.00
2.	Mailing:							
(a)	Single copy in Kraft envelope (up to 200 leaves), per envelope	11609	\$0.25	\$2,902.25	\$0.25	\$2,902.25	\$1.00	\$11,609.00
(b)	Single or multiple copies over 200 leaves, up to 12 lbs., in cushioned shipping bags or wrapped in shipping bundles (maximum gross weight 14 lbs.), per bag or bundle	8336	\$0.75	\$6,252.00	\$0.74	\$6,168.64	\$1.50	\$12,504.00
(c)	Quantities over 12 lbs., up to 24 lbs. wrapped in shipping bundles, or packed in shipping containers, at contractors option (maximum gross weight 27 lbs.), per bundle or container	244	\$3.00	\$732.00	\$2.99	\$729.56	\$5.00	\$1,220.00
(d)	Quantities over 24 lbs., up to 36 lbs., packed in shipping containers (maximum gross weight 40 lbs.), per container	137	\$4.00	\$548.00	\$3.17	\$434.29	\$5.00	\$685.00
CONTRACTOR TOTALS								
					\$166,211.46		\$199,718.54	\$224,066.50
DISCOUNT				1%	\$1,662.11	5%	\$9,985.93	0%
DISCOUNTED TOTALS				AWARDED	\$164,549.35		\$189,732.61	\$224,066.50

U.S. GOVERNMENT PUBLISHING OFFICE
Denver, Colorado

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Army Press Journals

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

Defense Automation & Production Service
(Department of the Army)

Single Award

CONTRACT TERM: The term of this contract is for the period beginning August 1, 2017 and ending July 31, 2018, plus up to four optional 12-month extension period(s) that may be added in accordance with the "Option to Extend the Contract Term" clause in this contract.

BID OPENING: Bids shall be publicly opened at 2 p.m., MST time, July 20, 2107.

OPTION TO EXTEND THE CONTRACT TERM: 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 60 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 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 periodic pricing revision.

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.

REQUEST FOR BID: Please review the attached specifications and SUBMIT OFFERS BY MAILING OR FAXING BID ON "SECTION 4 - SCHEDULE OF PRICES" NO LATER THAN: 2:00 p.m. prevailing Denver, Colorado time, on July 20, 2017.

Facsimile Telephone Number: (303) 236-5332
Mail To: U.S. Government Publishing Office
Denver Regional Office
12345 West Alameda Parkway, Suite 208
Lakewood, CO 80228-2842

NOTE: These specifications have been revised; formally Program 7743-S.

For information of a technical nature contact Beverly Boecher (303) 236-5292 ext. 4 (no collect calls), or email infodenver@gpo.gov.

SECTION 1. - GENERAL TERMS AND CONDITIONS

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

The links for viewing of the most current versions of the mentioned documents are as follows:
<http://www.gpo.gov/pdfs/vendors/terms.pdf>, & <http://www.gpo.gov/pdfs/vendors/qatap.pdf>

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

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

Product Quality Levels:

- (a) Printing Attributes -- Level II, Covers of all publications.
- (b) Printing Attributes -- Level III.
- (c) Finishing Attributes -- Level III.

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests - General Inspection Level I.
- (b) Destructive Tests - Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Approved Proof
P-8. Halftone Match (Single/Double Impression)	Approved Proof
P-9. Solid and Screen Tint Color Match	Approved Proof
P-10. Process Color Match	Approved Proof

* Where electronic files are furnished, the Specified Standard in the absence of hard copy proofs and/or originals will be uniformity of image throughout the press run.

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 August 1, 2017, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

Pricing adjustments in accordance with this clause will be based on changes in the seasonally adjusted "Consumer Price Index For All Urban Consumers - Commodities Less Food" (Index) published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics.

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending (insert the date that is 3 months prior to the beginning of the contract), called the base index. The percentage change (plus or minus) of the variable index from the base index will be the economic price adjustment for the period being considered for adjustment.

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

If the Government exercises an option, the extended contract shall be considered to include this economic price adjustment clause.

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.

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 pre-award 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.

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 August 1, 2017 through July 31, 2018 plus for such additional period(s) as the contract is extended. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be "issued" upon notification by the Government for purposes of the contract when it is electronically transmitted or otherwise physically furnished to the contractor in conformance with the schedule.

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

Except as otherwise provided in this contract, the Government shall order from the contractor 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 BY ELECTRONIC FUNDS TRANSFER (EFT): Public Law 104-134 of April 26, 1996, requires that Federal agencies convert from making payment by check to paying by electronic funds transfer (EFT). Accordingly, the U.S. Government Publishing Office (GPO) intends to issue payment by EFT under any contract or purchase order resulting from this solicitation

To arrange for Electronic Funds Transfer payment, the contractor must complete a Standard Form 3881 (ACH Vendor/Miscellaneous Payment Enrollment Form) and submit it to: **U.S. Government Publishing Office, Procurement Accounting Division, Stop FMC, Washington, DC 20401**. A copy of SF-3881 is available to be downloaded from the GPO Internet site at <http://www.gpo.gov/vendors/sfas.htm> as an Adobe Acrobat PDF file. A new SF-3881 should be submitted for changes in company or financial institution information. Contractors already registered for EFT with the GPO need not reapply.

The need for GPO Form 1034, "**Public Voucher for Purchases**" has been eliminated. You may use your own company's invoice or while supplies last, at your option, you may continue to use GPO Form 1034. To expedite your payment, remember to include the following items on your invoice: **Jacket/Term Contract Number, Print order number, Discount terms, Quantity shipped, and Total Cost**. Continue to submit evidence of shipment and/or delivery with your voucher/invoice.

PAYMENT: Submitting all invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the fastest method of getting paid. The information for using this method can be found at the following web address: <https://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

After examination and certification by the ordering agency the invoice/voucher, print order, proof of delivery, and the agency signed billing certification must be submitted to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401. For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/finance/index.htm>.

Contractor MUST mail one copy of itemized bill and shipping receipts with weights indicated to agency. Send to Military Review, 290 Stimson Ave., Unit 2, Ft. Leavenworth, KS 66027-1293 at the same time the bill is submitted to GPO in Washington, DC for payment.

For the purpose of earning the discount when a prompt payment discount is offered by a bidder, time will be computed from the date a **correct invoice/voucher, print order, proof of delivery, and the agency signed billing certification** is received by the GPO.

Exception to the Billing Certification Requirement: On all GPO Denver placed orders with print order series 05000, 25000, 45000, 65000, 85000 the billing certification requirement is WAIVED.

NOTICE TO BIDDERS: The offer (**SECTION 4 - SCHEDULE OF PRICES**) and the GPO form 910 may be facsimile transmitted direct to GPO office.

SUBMISSION OF BIDS: Facsimile bids are permitted.

(a) Definition. "Facsimile bid," as used in this solicitation, means a bid, modification of a bid, or withdrawal of a bid that is transmitted to and received by the Government via electronic equipment that communicates and reproduces both printed and handwritten material.

(b) Bidders may submit facsimile bids as responses to this solicitation. These responses must arrive at the place and by the time specified in the solicitation.

(c) Facsimile bids that fail to furnish required representations or information or that rejects any of the terms, conditions, and provisions of the solicitation will be excluded from consideration.

(d) Facsimile bids must contain the required signatures.

(e) The Government reserves the right to make award solely on the facsimile bid. However, bidders agree to promptly submit the complete original signed bid.

(f) Submit facsimile bid to FAX No. **(303) 236-5332 or (303) 236-5304**, one bid per facsimile.

(g) If the bidder chooses to transmit a facsimile bid, the Government will not be responsible for any failure attributable to the transmission or receipt of the facsimile bid including, but not limited to, the following:

- (1) Receipt of garbled or incomplete bid.
- (2) Availability or condition of the receiving facsimile equipment.
- (3) Incompatibility between the sending and receiving equipment.
- (4) Delay in transmission or receipt of bid.
- (5) Failure of the bidder to properly identify the bid.
- (6) Illegibility of bid.
- (7) Security of bid data.

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of three separate perfect bound pamphlets (Military Review (English, Spanish, and Portuguese) as well as periodic printings of The Journal of Army Learning and the NCO Journal requiring such operations as 4-color printing of covers and, 4-color printing of the text pages, binding, addressing, packing, mailing, and delivery.

TITLE: Army Press Journals.

Specifications apply equally to all three types of publications unless specified otherwise.

FREQUENCY OF ORDERS:

Military Review

English Edition – Approximately 7 orders per year (Bimonthly),
plus up to three special editions.

Spanish Edition – Approximately 4 orders per year (Quarterly).

Portuguese Edition – Approximately 4 orders per year (Quarterly).

(An additional one or two orders, either new or reprints, may be required for each edition listed above.)

Journal of Army Learning – Approximately 1 order per year (Periodic).

NCO Journal – Approximately 1 order per year (Periodic).

QUANTITY:

Military Review

English Edition – Approximately 4,300 to 6,690 copies per order includes QARC copies, Superintendent of Documents, and GPO Sales subscription copies.

Spanish Edition – Approximately 1,160 to 3,290 copies per order includes QARC copies.

Portuguese Edition – Approximately 1,060 to 2,000 copies per order includes QARC copies.

Journal of Army Learning and, NCO Journal, approximately 500 copies each, includes QARC Copies.

NUMBER OF PAGES:

Military Review English Edition, approximately 88 to 148 pages plus cover.

Military Review Spanish and Portuguese Editions, approximately 88 to 124 pages plus cover.

Journal of Army Learning and NCO Journal, approximately 126 pages plus cover.

COMMON TRIM SIZE: 8 x 10-1/2 in.

GOVERNMENT TO FURNISH: Print Orders. Hard copy visuals output from furnished files and/or electronic PDF files suitable for visuals but not reproduction to be used as a guide. CD-ROM, DVD or similar will be provided, or at the Government's option, the data will be transmitted direct to the contractor's facility via e-mail or to contractor's FTP site. The electronic media furnished by the Government will be generated on a MAC System or Windows platform in a variety of software formats including, but not limited to: Adobe CS, Adobe CC: InDesign, Illustrator, Photoshop, Adobe Acrobat PDF, Microsoft Publisher, Microsoft Word, and Microsoft Office. NOTE: The contractor is to support upgrades of application software within one month of notification by ordering agency.

Contractor must be capable of accepting data in these platform/formats for either direct input or conversion to his/her system as part of their basic charge to the Government. No additional time or compensation will be given to the contractor for common errors associated with file output from a different platform. See "Inspection of Files" for brief description of common errors. The contractor will be responsible for

proofreading converted formats to ensure that all fonts have transferred platforms completely. Contractor will be responsible for final output that is in conformance with the visuals as provided.

Fonts: Various PostScript Type 1 (printer and screen) fonts, True Type fonts, and Open Type fonts will be provided with each order. NOTE: The fonts provided are the property of the ordering agency and are provided for use on the order only. Using the furnished fonts for any job other than this one violates copyright law. All fonts should be eliminated from contractor's archive immediately after completion of the production run.

Data will be provided in native application format with all necessary scans and graphics properly linked and in final position. Some files may be compressed using PKZip or similar compression software. The contractor must have the ability to electronically receive digital files via contractor's FTP site capable of accepting large memory size files. Contractor's site must not require proprietary software for access and upload.

Mailing Addresses:

From Military Review: Mailing addresses will be furnished on a CD-ROM or via E-mail from the agency. Addresses will be in MS Excel or MS Access, with separate cells for city, state and zip code.

From GPO Sales: Computer printout addresses on 14-7/8 in. wide marginally punched, un-gummed, continuous paper perforated every 11 in. each 14-7/8 x 11 in. segment contains 44 addresses (4 across and 11 down). Preaddressed, postage and fees paid, pressure sensitive 5 x 3 in. labels mounted on 6-1/2 in. wide marginally punched continuous strips.

In the future, mailing addresses may be provided in electronic files. The files will be pipe delimited and will be e-mailed to the contractor. The addresses are not in zip code sequence.

Facsimile, Form 905 (R. 3/90) with labeling and marking specifications.

Camera copy of imprinting the postal indicia for GPO Sales subscription mailing.

INSPECTION OF ELECTRONIC FILES: Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to agency.

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 making revisions, the contractor shall copy the furnished files and make all changes to the copy. Upon completion of each order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government. Contractor must provide final output with text equivalent to a minimum of 2400 dpi and all equal to 150 line screen or finer.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product(s) in accordance with these specifications.

CONSULTATION: It is anticipated that prior to placing a print order or during the course of production of an order, the agency may consult with the contractor over the telephone or face-to-face contact regarding technical matters under the specifications involving electronic media. A majority of consultations will be limited to short telephone and/or person-to-person inquiries of a technical nature which will NOT require access to the contractor's electronic pre-press system (EPS). This level of consultation, which may occur frequently, shall be at no cost to the Government.

NOTE: For more complex consultations (i.e. those that require the agencies data be downloaded into contractor's EPS for viewing and, if necessary, manipulation), a timework charge will be permitted. **"Timework"** must be supported by a statement outlining in detail the operation for which payment is claimed. Timework for up to 3 hours for author's alterations (aa's) may be signed off by the agency on the billing certification. Timework which exceeds three hours **or** for other than aa's will only be allowed under exceptional circumstances and must be **specifically authorized** by the Contracting Officer using a subsequent Contract Modification(s). In case of dispute the Contracting Officer reserves the right to be the final judge as to the operation and/or number of hours chargeable under II. (c).

Mailing Addresses:

Upon receipt of Print Order the contractor should immediately check addresses for deliverability. Contractor must pass the Government supplied addresses through the United States Postal Services (USPS) approved National Change of Address (NCOA) software program and update all addresses. Furthermore, contractor must follow U.S. Postal Quality Standards for Periodical rate which include of Presort Accuracy Validation and Evaluation (PAVE), verify 5-Digit ZIP Code Accuracy, Coding Accuracy Support System (CASS), Multiline (OCR) Accuracy Support System (MASS), Barcoded Tray/Sack Label and Tray.

After NCOA, PAVE and CASS certified, the non-deliverable addresses (indicated by PAVE and CASS) shall be outputted and e-mailed to Military Review. Military Review will either correct addresses and e-mail back to contractor or in writing tell the contractor to proceed without the address(es). The changed addresses from NCOA and CASS must also be e-mailed back to Military Review.

All copies must conform to the appropriate regulations in the USPS manuals for "Domestic Mail" as applicable. The application of the zip plus four and delivery point bar codes to the 5-digit zip code provided, must conform to the current USPS requirements. Contractor must, prior to mailing, perform the following certifications to include: Ancillary endorsement using the "FORWARDING SERVICE REQUESTED" option, PAVE and CASS certified. Any piece endorsement line (such as CAR-RT LOT, CAR-RT WSH and CAR-RT WSS) required by the USPS to obtain a better postal rate, must be applied when possible.

FILMS: Films are NOT required; computer to plate is acceptable and is the preferred method of production. At the contractor's option, they may use film; however; the Government will not pay for any film costs, even if these costs are the result of author's alterations.

PROOFS: Proofs will be withheld not more than 2 workdays from receipt by the Government to availability for pickup by the contractor's plant. Note: The first workday after receipt of proofs by the Government is day one of the hold time. If any of the 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 will be responsible for performing all necessary proofreading to insure that the proofs are in conformity with the copy submitted. The contractor must not print prior to receipt of an "OK to print".

Submit proofs together with all of the furnished material to the address as indicated on the individual print order. In addition, submit a copy of the print order, the contractor's usual proof cover memo form, and information identifying a point of contact and their phone number at the contractor's plant. The contractor is

directed to include a filled-out return bill of lading or similar document to be used by the agency for the return of the proofs. The cost of transporting of the proofs and the furnished materials BOTH ways is to be borne by the contractor. The contractor has the option of using their own personnel to pick up and deliver the proofs. Any terms and conditions on the contractor's proof documents are subordinate to GPO Contract Terms.

The contractor is cautioned that these proofs must be made from the final digital files (used for this printing) that are to be delivered to the Government.

When ordered, a complete set(s) of digital one-piece composite laminated color proofs on the actual production stock (Kodak Approval, Screen TrueRite, Polaroid PolaProof, Latran Prediction, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi. Proofs must show dot structure and be in press configuration. Direct to plate must be used to produce the final product.

In lieu of digital one-piece laminated proofs, at contractor's option 1 set of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted. A proofing RIP that provides option for high quality color matching such as Device Links Technology and/or ICC Profiles Technology, and meets or exceeds industry tolerance to ISO 12647-2 standard for Graphic Technology (as of 3/19/09 and future amendments) must be utilized. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain one of the following color control strips to be evaluated for accuracy: IDEAlliance ISO 12647-7 (2007 or later) Wedge or P2P25 Target.

Proofs must contain color 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 minimum 1/8" x 1/8" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet. The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements and indicate margins. Proofs will be used for color match on press.

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.

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. 11" dated February 1999.

Color of paper furnished shall be of a uniform shade and a close match by visual inspection of the JCP and/or attached color sample(s). The Contracting Officer reserves the right to reject shipments of any order printed on paper the color of which, in his opinion, materially differs from that of the color sample(s).

All cover weight stock must have the grain parallel to the fold, and score on fold.
All text paper used in each copy must be of a uniform shade.

The paper to be used will be indicated on each print order from the following choices:

Cover: White No. 2 Coated Cover, Gloss-Finish, basis weight: 80 lbs. per 500 sheets, 20 x 26 in., equal to JCP Code L12.

Text: White Matte Coated Offset Book, basis weight 70 lbs. per 500 sheets, 25 x 38 in., equal to JCP A240

PRINTING: Printing face only or face and back in 4-color process. The covers are to be at Quality Level II. The text pages are to be at Quality Level III. At contractor option the text pages may be digital printing or offset printing provided quality level III standards are maintained. Final output must be wet ink, pigment-based with a minimum of 175-line screen. Dry ink/toner and inkjet printing are not acceptable. Output must be at a minimum resolution of 2400 x 2400 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. Resolution that is enhanced or simulated by software will not be acceptable.

Print head-to-head unless otherwise stated on the print order.

Cover: Print covers 1 through 4 in 4-color process. After printing, flood coat covers 1, 4 and spine with a clear, non-yellowing gloss varnish, or at contractor's option, aqueous clear coat, scuff resistant. Pattern coat covers 1 and 4 including spine with a suitable gloss and/or dull finish clear coating; or flood coat the entire surface over the printing with a protective clear-coat (aqueous coating). Payment for this requirement will be included in the complete product cost for covers.

Text Pages: Print in four color process. Halftones scattered throughout. Print to and align cover 2 and first text page across the bind.

Margins: As specified on page and/or dummy layouts. Text pages bleed throughout one or more sides. Covers 1, 2, 3, 4 and spine will bleed top, bottom, and outside. The contractor is responsible for adjusting spine as necessary for printing.

NOTE: 2 additional sheets/signature of the Military Review, English version of approximately 48 text pages, folded (not bound) to be provided to agency.

NOTE: 425 subscription copies of each Military Review English Edition to be imprinted with GPO Sales postal indicia for mailing and FOR SALE LINE ONLY, ISBN XXXXXXXX (ISBN provided upon request from Government Publishing Office), Sales/Subscriptions, Simone Silva-Sutton, ssilva-sutton@gpo.gov.

When Military Review English Editions are ordered two additional sheets (signature) of the last approximate 48 pages will be ordered. These pages are to be delivered to agency as folded signatures without binding or trimming.

BINDING: Perfect-bind text and wraparound cover; trim three sides.

PACKING:

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

Mailed Shipments:

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

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

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

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

Labeling and Marking:

Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from gpo.gov, fill in appropriate blanks, and attach to shipping containers. For Sales copies of the Military Review English Edition reproduce supplied reference label, fill in appropriate blanks and attach to shipping containers.

Addressing and Mailing: When ordered, mailing addresses will be provided. It is the responsibility of the contractor to sort and prepare materials for the best possible postage rate consistent with the specifications. All copies mailed requires the contractor to process Government supplied mailing list through US Postal Service approved National Change of Address (NCOA) software program, Coding Accuracy Support System (CASS) bringing all address data up-to-date and provide Intelligent Mail Barcode/Postnet Barcodes as appropriate.

Contractor must be CASS and MOVE certified. The contractor must pass entire address file against a USPS Code Accuracy Support System (CASS) certified software address hygiene program. Contractor is responsible to meeting USPS move requirements by passing file against the National Change of Address Link (NCOA Link) file using a USPS Full Service Provider. The contractor's mail processing software must fill in addresses with the most current information from USPS databases. To provide the highest level of readability for the post office, the software must standardize abbreviations and fonts and add ZIP+4 codes and PostNet barcodes. USPS Postnet barcodes must meet all USPS requirements as of print date. Contractor's software must be CASS certified through NCOA at least three times per year. The contractor must also utilize the Fast Forward program of the USPS to ensure the maximum possibility of all addressees receiving the letter sent to them.

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

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

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): All orders must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to certify that copies were selected as directed using GPO Form 917-Certificate of Selection of Random Copies (located on GPO.gov). 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 random selected copies must be packed separately and identified by a special label (GPO Form 2678-Departmental Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list to agency.

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

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

QUALITY ASSURANCE RANDOM COPIES (QARC): The contractor will be required to submit quality assurance random copies to test for compliance against the specifications. **Divide orders up to 3,201 copies into 50 equal sublots and orders of 3,201 and over into 80 equal sublots.** Select a copy from a different general area of each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. Copies will be paid for at the running rate offered in the contractor's bid and their cost will not be a consideration for award..

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A copy of the print order must be included.

A U.S. Postal Service approved Certificate of Mailing, identified by Program, Jacket and Print Order numbers MUST be furnished with billing as evidence of mailing.

DISTRIBUTION: Complete addresses and quantities will be furnished with the print orders. All mailing shall be made at the at the most advantageous rate to the government. For each order placed, contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to william.m.darley.civ@mail.mil and linda.j.darnell.civ@mail.mil or to the address furnished on the Print Order. The subject line of this message shall be "Distribution Notice for Program 1827-S, Print Order XXXXX, The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request F.O.B. Contractor's City.

Military Review: Mail Military Review copies at the most economical means possible. Mailing address normally receive anywhere from 1 to 10 copies. Some addresses will receive more than 10 copies. Some mailing address locations will be overseas (outside the contiguous United States). These overseas copies will be packed and labeled as per contract and will be bulk shipped to an address furnished by the Government.

At contractor's option, either output addresses to labels and then affix them to each envelope/package or print/image address directly on each envelope/package.

GPO Superintendent of Document copies: Contractor to obtain quantities and shipping locations from agency per each print order. The postage for these copies must be separated from other mailings; the postage must be separately accounted for, have a separate postal receipt, and be listed as a separate item on the invoice for reimbursement. These copies are to be shipped F.O.B. Contractor's City.

GPO Sales, Subscription Stock: Contractor must provide Subscription copies (of the English edition only), the contractor will be required to mail 425 copies per order for Information Dissemination (Superintendent of Documents). The contractor will be reimbursed for the postage to mail these "Subscription" copies by submitting a properly completed Postal Service certificate of mailing with their invoice. The postage for these "Subscription" copies must be separated from other mailings; the postage must be separately accounted for, have a separate postal receipt, and be listed as a separate item on the invoice for reimbursement. Failure to distribute "Subscription" copies according to these instructions and furnish proper proof thereof may result in non-reimbursement of the postage expense.

Contractors with destinations outside the Washington, D.C. commercial shipping zone may be reimbursed for any shipping costs incurred by submitting a properly completed commercial shipping (including mailing) receipt with their invoice. The postage class and other mail requirements for "Subscription" copies will be furnished. The contractor shall call the Superintendent of Documents (Simone Silva-Suton 202-512-1800 ext. 33213) for the "Subscription" distribution address/labels, and the proper postage class, and other mail requirements, prior to the scheduled due date if this information is not otherwise furnished.

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

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

Shipments may be required to South America F.O.B. contractor city. A Government Bill of Lading will be furnished for these shipments.

SUPERINTENDENT OF DOCUMENT REQUIREMENTS: The ordering agency will be responsible for determining on each print order what the unique quantity of Superintendent of Documents quantities are to be. Agencies are advised to review Circular Letter NO. 793 regarding Superintendent of Documents copies or contact the Denver Regional Office at (303) 236-5292 for any clarification.

Government Publishing Office, Sales/Subscriptions: The contractor is to arrange for and ship 425 copies of each Military Review English Edition marked for: "Subscription Stock", Requisition No. 7-00435

U.S. Government Publishing Office
Document Warehouse, Receiving Branch, STOP: SSWR
8660 Cherry Lane
Laurel, MD 20707-4986

F.O.B. Destination: Ship approximately 1500 to 2,000 copies, (English Edition only) to: Military Review, Warehouse 341 (West End), ATTN: Darrell Imbrogno, 101 Warehouse Rd, Ft. Leavenworth, KS 66027-1293.

Ship balance of copies, foreign language editions to Military Review, 290 Stimson Ave., Unit 2, Ft. Leavenworth, KS 66027-1293.

Return furnished material, artwork, proofs, and digital deliverables, after delivery of each issue to Military Review, 290 Stimson Ave., Unit 2, Ft. Leavenworth, KS 66027-1293. Ship via traceable means with a signed receipt.

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

Produce form PS 3526-R along with pertinent documentation (PS 3541, breakdown report, truck report, certificate of mailing PS Form 3600-FCM).

METHOD OF SHIPMENT: The contractor shall ship by any reasonable method to insure prompt delivery at destinations. Shipments must be made direct to the destination stated in the print orders.

Receipt for Delivery: The contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket, program, print order numbers, total quantity delivered, number of cartons, quantity per carton, date delivery made, and signature of the Government agent accepting delivery. The original copy of this receipt must accompany the contractor's voucher/invoice for payment.

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

The following schedule begins the workday after notification of the availability of print order and furnished material; the workday after notification will be the first workday of the schedule. No definite schedule for pickup of material can be predetermined. Adherence to the schedule indicated in each individual print order must be maintained.

Complete production, deliver at destination Military Review f.o.b. destination copies, shipping GPO copies, and the mail copies (f.o.b. contractor city copies)-must be made within 15 workdays. NOTE: the mailed copies must be entered into the U.S. Postal System (Post Marked) within 15 workdays.

No specific date is set for submission of proofs. Proofs must be submitted as soon as possible to allow for an additional set of proofs if contractor's errors are judged serious enough to require them. Proofs will be withheld no more than two workdays from their receipt in the Military Review until proofs are made available for pickup. All proof and transit time is to be included in the 15 workday schedule.

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.

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.

SECTION 3.- DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices offered in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce one year's orders 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 during a like period of time.

The following item designations correspond to those listed in the "Schedule of Prices":

		<u>(1)</u>	<u>(2)</u>
I.	(a)	17	58
	(b)	2048	7643
II.	(a)	1986	
	(b)	48	
	(c)	14	
III. 1.		217	
2.	(a)	11609	
	(b)	8336	
	(c)	244	
	(d)	137	

SECTION 4.-SCHEDULE OF PRICES

Bids submitted are f.o.b contractor's city for all mailed shipments plus shipments to South America and f.o.b. destination for all other shipments.

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. Offers submitted with any obliteration, revision, or alteration of the order and manner of submitting offers, may be declared nonresponsive.

Bids submitted with "NB" (No Bid), "NA" (Not Applicable), or blank spaces for an item may be declared nonresponsive.

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

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/invoices submitted to the GPO and agency shall be based on the most economical method of production. Fractional parts will be prorated.

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

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

A charge will be allowed for each page whether printed or blank (blank pages will be paid at the "Color" rate). Each text leaf contains two pages. Unless specifically ordered otherwise, no more than three blank pages shall be permitted at the end of the text. The prices below are for one printed page not for a complete signature.

I. COMPLETE PRODUCT: (except Items II and III): Prices offered shall include the cost of all required materials and operations necessary for the complete production, printing and binding, of the product listed in accordance with these specifications. Contractor is cautioned that any prepress or intermediate steps including but not limited to electronic file prep, films, platemaking is inclusive in these prices and should be included in the makeready charges.

	4-Color Process Makeready and/or Setup (1)	4-Color Process Running Per 1,000 Copies (2)
I. (a) Cover per complete cover (includes clear coating)	\$ _____	\$ _____
(b) Text per page	\$ _____	\$ _____

II. MISCELLANEOUS CHARGES:

(a) High-Resolution Content Proofs	per page	\$ _____
(b) Timework	per hour	\$ _____
(c) Military Review, English version, last signature of approximately 48 text pages, folded signatures (not bound)	per 2 signatures	\$ _____

NOTE: "**Timework**" must be supported by a statement outlining in detail the operation for which payment is claimed. Timework for up to 3 hours for author's alterations (aa's) may be signed off by the agency on the billing certification. Timework which exceeds three hours **or** for other than aa's will only be allowed under exceptional circumstances and must be **specifically authorized** by the Contracting Officer using a subsequent Contract Modification(s). In case of dispute the Contracting Officer reserves the right to be the final judge as to the operation and/or number of hours chargeable under II. (c).

When PDF soft (electronically transmitted) proofs are required no charges will be allowed.

 (Initials)

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

Post Office located at Street Address _____,

City _____, State _____, Zip Code _____.

BIDDER'S NAME AND SIGNATURE: When responding by Fax or Mail, fill out and return one copy of all pages in "**Section 4. - SCHEDULE OF PRICES**", including initialing where indicated. In addition a completed signed copy of the form 910 is required. Do not enter prices on GPO form 910. NOTE: The schedule of prices will prevail in instances where prices are inadvertently entered on GPO form 910.

Offeror _____ (Contractor Code)

(Address)

(City – State - Zip)

By _____
(Signature and Title of Person Authorized to Sign This Offer)

(Person to be Contacted)

(Telephone Number)

E-mail address

(Facsimile Number)

SAMPLE OF THE QUOTE ENVELOPE

In order to ensure proper processing of all offers the following information is suggested on all quote envelopes.

Program Number **1827-S**

From: _____

Address: _____

Postage
Stamp
Required
Here

Bid Enclosed

U.S. Government Publishing Office
Denver Regional Office
12345 West Alameda Blvd, STE 208
Lakewood, CO 80228-2842

Bids will be received until
July 20, 2017 at 2 P.M.
prevailing Denver time.