

Program No 6712-M Term 5/18/15 to 4/30/16							
TITLE: BOOKS AND PAMPHLETS							
		LOPEZ PRINTING		MCDONALD & EUDY		PRODUCTION PRESS	
		San Antonio, TX		Temple Hills, MD		Jacksonville, IL	
Print Order:							
I. ELECTRONIC PREPRESS							
Note: Prices are per trim-/page size unit, except for							
System Timework, which is per hour							
(a) Trim-/page size unit including halftones		-	-	0.75	-	2.27	-
(b) PDF Proofs		-	-	1.00	-	1.95	-
(c) System Timework (per hour)		25.00	-	75.00	-	120.00	-
II. PRINTING AND BINDING							
Note: Prices are page.							
(a) Perfect bound pamphlet/book:							
(1) Covers and text printing in black							
(i) Makeready and/or setup		-	-	1.00	-	5.45	-
(ii) Running per 1,000 copies		7.00	-	38.00	-	14.95	-
(2) Covers and text printing in a single ink color other than black							
(i) Makeready and/or setup		-	-	1.00	-	6.99	-
(ii) Running per 1,000 copies		45.00	-	90.00	-	16.22	-
(3) Covers and text printing in four-color process							
(i) Makeready and/or setup		-	-	1.00	-	48.00	-
(ii) Running per 1,000 copies		45.00	-	90.00	-	22.25	-
(b) Coil bound pamphlet/book:							
(1) Covers and text printing in black							
(i) Makeready and/or setup		-	-	1.00	-	6.94	-
(ii) Running per 1,000 copies		7.00	-	38.00	-	15.60	-
(2) Covers and text printing in a single ink color other than black							
(i) Makeready and/or setup		-	-	1.00	-	8.00	-
(ii) Running per 1,000 copies		45.00	-	90.00	-	17.00	-
(3) Covers and text printing in four-color process							
(i) Makeready and/or setup		-	-	1.00	-	40.00	-
(ii) Running per 1,000 copies		45.00	-	90.00	-	22.40	-

Program No 6712-M Term 5/18/15 to 4/30/16								
TITLE: BOOKS AND PAMPHLETS								
		THE PRINT HOUSE	TEXAS DIGITAL COPY & PRINT	WBC INC, dba LITHEXCEL				
		Brooklyn, NY	San Antonio, TX	Albuquerque, NM				
	Print Order:							
	I. ELECTRONIC PREPRESS							
	Note: Prices are per trim-/page size unit, excpet for							
	System Timework, which is per hour							
	(a) Trim-/page size unit including halftones	1.00	-	-	-	-	-	-
	(b) PDF Proofs	1.00	-	-	-	1.00	-	-
	(c) System Timework (per hour)	55.00	-	-	-	80.00	-	-
	II. PRINTING AND BINDING							
	Note: Prices are page.							
	(a) Perfect bound pamphlet/book:							
	(1) Covers and text printing in black							
	(i) Makeready and/or setup	1.00	-	-	-	2.00	-	-
	(ii) Running per 1,000 copies	12.50	-	14.00	-	15.00	-	-
	(2) Covers and text printing in a single ink color other than black							
	(i) Makeready and/or setup	15.00	-	-	-	2.00	-	-
	(ii) Running per 1,000 copies	15.00	-	80.00	-	25.00	-	-
	(3) Covers and text printing in four-color process							
	(i) Makeready and/or setup	2.00	-	-	-	5.00	-	-
	(ii) Running per 1,000 copies	55.00	-	80.00	-	65.00	-	-
	(b) Coil bound pamphlet/book:							
	(1) Covers and text printing in black							
	(i) Makeready and/or setup	1.00	-	-	-	1.00	-	-
	(ii) Running per 1,000 copies	12.50	-	14.00	-	15.00	-	-
	(2) Covers and text printing in a single ink color other than black							
	(i) Makeready and/or setup	15.00	-	-	-	2.50	-	-
	(ii) Running per 1,000 copies	15.00	-	80.00	-	25.00	-	-
	(3) Covers and text printing in four-color process							
	(i) Makeready and/or setup	2.00	-	-	-	5.00	-	-
	(ii) Running per 1,000 copies	55.00	-	80.00	-	65.00	-	-

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		Brooklyn, NY	San Antonio, TX	Albuquerque, NM			
(c) Saddle-stitched pamphlet/book:							
(1)	Covers and text printing in black						
(i)	Makeready and/or setup	1.00	-	-	1.00	-	-
(ii)	Running per 1,000 copies	12.50	-	14.00	15.00	-	-
(2)	Covers and text printing in a single ink color other than black						
(i)	Makeready and/or setup	15.00	-	-	2.50	-	-
(ii)	Running per 1,000 copies	15.00	-	80.00	25.00	-	-
(3)	Covers and text printing in four-color process						
(i)	Makeready and/or setup	2.00	-	-	5.00	-	-
(ii)	Running per 1,000 copies	55.00	-	80.00	65.00	-	-
(d) Side-stitched pamphlet/book:							
(1)	Covers and text printing in black						
(i)	Makeready and/or setup	1.00	-	-	1.00	-	-
(ii)	Running per 1,000 copies	12.50	-	14.00	15.00	-	-
(2)	Covers and text printing in a single ink color other than black						
(i)	Makeready and/or setup	15.00	-	-	2.50	-	-
(ii)	Running per 1,000 copies	15.00	-	80.00	25.00	-	-
(3)	Covers and text printing in four-color process						
(i)	Makeready and/or setup	2.00	-	-	5.00	-	-
(ii)	Running per 1,000 copies	55.00	-	80.00	65.00	-	-
(e) One-stitch ULC pamphlet/book:							
(1)	Covers and text printing in black						
(i)	Makeready and/or setup	1.00	-	-	1.00	-	-
(ii)	Running per 1,000 copies	12.50	-	14.00	15.00	-	-
(2)	Covers and text printing in a single ink color other than black						
(i)	Makeready and/or setup	15.00	-	-	2.00	-	-
(ii)	Running per 1,000 copies	15.00	-	80.00	25.00	-	-
(3)	Covers and text printing in four-color process						
(i)	Makeready and/or setup	2.00	-	-	5.00	-	-
(ii)	Running per 1,000 copies	55.00	-	80.00	65.00	-	-
(f) Loose Leaf pamphlet/book:							
(1)	Covers and text printing in black						

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(i)	Makeready and/or setup	-	-	1.00	-	5.00	-
(ii)	Running per 1,000 copies	7.00	-	38.00	-	14.05	-
(2)	Covers and text printing in a single ink color other than black						
(i)	Makeready and/or setup	-	-	1.00	-	6.49	-
(ii)	Running per 1,000 copies	45.00	-	90.00	-	15.27	-
(3)	Covers and text printing in four-color process						
(i)	Makeready and/or setup	-	-	1.00	-	40.00	-
(ii)	Running per 1,000 copies	45.00	-	90.00	-	20.05	-
III. PAPER							
Note: Price for all paper is per 1,000 leaves.							
(a)	White Offset Book (JCP Code A60), 50 lb	7.40	-	8.50	-	8.65	-
(b)	Colored Offset Book (JCP Code A60), 50 lb	13.26	-	16.00	-	15.97	-
(c)	White Copier, Laser Printer Paper (JCP O61), 24 lb	14.88	-	10.00	-	10.04	-
(d)	White Coated One-Side Cover (JCP Code L70), 12 pt	43.00	-	65.00	-	38.97	-
(e)	White Index (JCP Code K10), 90 lb	28.99	-	45.00	-	35.94	-
(f)	Colored Index (JCP Code K10), 90 lb	31.39	-	55.00	-	38.27	-
(g)	White Index (JCP Code K10), 110 lb	33.20	-	45.00	-	41.92	-
(h)	Colored Index (JCP Code K10), 110 lb	36.18	-	55.00	-	46.12	-
IV. BINDING							
Note: Prices for (a) through (e) are per 1,000 pamphlets/books; prices for (f) through (h) are per 1,000 leaves; price for (i) is per package.							
(a)	Perfect binding (per 1,000 pamphlets/books)	290.00	-	500.00	-	399.88	-
(b)	Coil binding (includes punching and cost of coil) (per 1,000 pamphlets/books)	300.00	-	850.00	-	928.00	-
(c)	Saddle stitching, 2 stitch (per 1,000 pamphlets/books)	49.00	-	50.00	-	17.95	-
(d)	Saddle stitching, 3 stitch (per 1,000 pamphlets/books)	NB	-	75.00	-	20.42	-
(e)	Side stitching (per 1,000 pamphlets/books)	49.00	-	150.00	-	220.00	-
(e)	One stitch ULC (per 1,000 pamphlets/books)	35.00	-	150.00	-	209.00	-
(f)	Loose Leaf (per 1,000 leaves)	-	-	150.00	-	1.99	-
(g)	Drilling (maximum of 3 holes per run) (per 1,000 leaves)	2.00	-	1.00	-	2.74	-
(h)	Perforating (per 1,000 leaves)	4.00	-	2.50	-	10.74	-

U.S. GOVERNMENT PUBLISHING OFFICE
San Antonio, Texas

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Books and Pamphlets

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

Medical Education and Training Center (METC)

Multiple Award Contract

CONTRACT TERM: The term of this contract is for the period beginning Date of Award and ending April 30, 2016, plus up to four (4) optional 12-month extension periods 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 on May 7, 2015, at 2 p.m., prevailing San Antonio, Texas time.

An abstract of previous pricing is included within. Contractors are cautioned that the specifications have been revised, including the addition of one line item.

Facsimile bids are permitted. See Paragraph 6, Solicitation Provisions, GPO Publication 310.2 for definitions and restrictions. Submit facsimile bid to 210-675-2429, one bid per facsimile.

To submit a bid, contractors must execute and submit the "Schedule of Prices" (pages 12 through 16) included within, and GPO Form 910, included within.

Questions of a technical nature concerning this contract should be directed to Denise Przybylowicz at (210) 675-1480, ext. 10. (No collect calls.)

SECTION I .- GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. August 2002)). A copy of these publications, as well as other supplemental GPO contract documents, can be obtained at: <http://www.gpo.gov/vendors/gaocab.htm>

DISPUTES: GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at <http://www.gpo.gov/pdfs/vendors/contractdisputes.pdf>. This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

DOING BUSINESS WITH THE GPO: Contractors wishing to do business with the GPO are referred to the GPO web site (<http://www.gpo.gov/vendors/index.htm>) where one can register as a GPO contractor using the ‘**GPO Contractor Connection**’ link in accordance with the furnished instructions on that page.

NOTE: Prospective as well as existing GPO contractors are to note that, as of 1/1/08, all contractors seeking to do business with the GPO must first complete and thereafter maintain the accuracy of its GPO Contractor Connection registration with the following mandatory taxpayer information boxes: “EIN/TIN #” (Employer Identification Number or Taxpayer Identification Number); “Subject to Backup Withholding” (See Form W-9, Request for Taxpayer Identification Number and Certification); and, “Current W-9 Request” (See Form W-9). The GPO will withhold payment of any invoices for work completed by any contractor who fails to provide these tax data in GPO Contractor Connection. Such invoices will be declared ineligible for payment until all requirements for payment, including providing these tax data in GPO Contractor Connection, have been satisfied.

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

Product Quality Levels:

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

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

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

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

Attribute	Specified Standard
P-7. Type Quality and Uniformity	Government Furnished Material (GFM)/ Approved Proofs
P-8. Halftone Match (Single and Double Impression)	GFM/Approved Proofs

P-9. Solid or Screen Tints Color Match
P-10. Process Color Match

GFM/Pantone Matching System
GFM/Approved Proofs

ECONOMIC PRICE ADJUSTMENT: The prices set forth in this contract shall be adjusted in accordance with the provisions of 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 below. Pricing will thereafter be eligible for adjustment during the second and any succeeding 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 herein.

For the purpose of this clause, the contract shall be divided into successive periods. The first period shall extend from Date of Award to April 30, 2016. 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.

Price adjustments in accordance with this clause will be based on the changes in the seasonally adjusted "Consumer Price Index For All Urban Consumers - Commodities Less Food" 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 the 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 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 **August 1, 2015**, 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.

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 before expiration of the current contract term. 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 three 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.

NOTIFICATION: The contractor will be notified a minimum of 30 days before the end of the current contract annual period of availability or nonavailability of funds for subsequent periods. Cancellation is

effected if (i) the Contracting Officer notifies the contractor that funds are not available for the next year, or (ii) the Contracting Officer fails to notify the contractor that funds are available for the next year.

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.

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

NOTE: The Economic Price Adjustment (EPA) is NOT cumulative. The EPA is applied to the original contract price not to the original contract price plus any other EPAs applied.

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 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.

ORDERING: Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from Date of Award through April 30, 2016 plus for such additional periods 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" for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

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

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

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

Orders issued during the effective period of this contract and not completed within that time shall be

completed by the contractor(s) within the time specified in the order, and the rights and obligations of the contractor(s) and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract.

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

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

Subject to any limitations elsewhere in this contract, and pursuant to the section entitled "DETERMINATION OF AWARD AND PLACEMENT OF WORK," the low contractor and each successive low 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, except when the shipping/delivery schedule cannot be met.

PAYMENT: Contractors are required to submit all vouchers through the FAX Gateway. Each invoice submitted to GPO for payment must be for only one job and it must contain a copy of the print order and proof of delivery. If a delivery receipt contains proof of delivery for more than one job, the receipt must be duplicated and a copy submitted with each invoice. To get instructions, go to:

<http://www.gpo.gov/vendors/payment.htm>

Note: The contractor shall itemize each billing voucher in accordance with the contract 'Schedule of Prices.'

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of books and pamphlets that require such operations as processing furnished electronic media, printing, binding, packing and delivery.

TITLE: Books and Pamphlets

FREQUENCY OF ORDERS: It is anticipated that there will be approximately 407 orders per year. Some print orders may consist of more than one book or pamphlet.

TRIM SIZE: 8-1/2 x 11”.

QUANTITY AND NUMBER OF PAGES:

Perfect bound: Approximately 217 orders per year. Approximately 20 to 986 copies per order with an average of 300 copies per order. Approximately 60 to 996 pages per order with an average of 200 pages plus cover per order.

Coil Bound: Approximately 34 orders per year. Approximately 3 to 330 copies per order with an average of 130 copies per order. Approximately 48 to 350 pages per order with an average of 12 pages plus cover per order.

Saddle Stitched: Approximately 20 orders per year. Approximately 32 to 1,500 copies per order with an average of 306 copies per order. Approximately 8 to 248 pages per order with an average of 64 pages plus cover per order.

Side-stitched: Approximately 44 orders per year. Approximately 55 to 70 copies per order with an average of 70 copies per order. Approximately 64 to 272 pages per order with an average of 152 pages plus cover per order.

One stitch ULC: Approximately 32 orders per year. Approximately 60 to 200 copies per order with an average of 100 copies per order. Approximately 22 to 136 pages per order with an average of 52 pages plus cover per order.

Loose Leaf: Approximately 60 orders per year. Approximately 40 to 200 copies per order with an average of 100 copies per order. Approximately 60 to 580 pages per order with an average of 150 pages plus cover per order.

GOVERNMENT TO FURNISH: FTP site and email addresses.

NOTE: The Department will send electronic files to the contractor using File Transfer Protocol (FTP) in lieu of sending physical media to the contractor. As a requirement of this contract, the contractor will need to provide the Department with the contractor's FTP site address, a user name and a password, if required. Third Party FTP clients, such as Dropbox and Hightail, are not acceptable.

Fonts: Fonts are not provided. Contractor may assume that all fonts used are standard fonts such as Courier, Arial, Times Roman, etc.

A visual of the furnished electronic files may be provided. Some orders will not have a visual provided; only the digital file will be provided. If no visual is provided, the contractor is not responsible for common errors associated with the output of Office Graphics files such as loss of page integrity due to text reflow, missing prepress features or loss of text characters from graphic elements.

When a visual and an electronic file are provided, the contractor must not use the visual as camera copy. All copies must be produced from the electronic file provided, unless otherwise specified.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried on copy must not print on the finished product.

NOTE: Occasionally, orders will be placed that will require multiple delivery dates. The contractor is cautioned that revisions/changes may have to be made to the copy before printing and delivering additional copies after the first delivery date. Prior to the start of production of the next run, contractor must contact point of contact at agency located in "Distribution" on Print Order for instruction.

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.

Examination of all furnished material immediately upon receipt by the contractor is an integral part of these specifications. No additional time or extension of the delivery date will be allowed due to the failure of the contractor to thoroughly examine all furnished materials for completeness and understand the nature and extent of the work to be performed. Nothing in this requirement shall relieve the contractor of his responsibility to comply with the scheduled delivery date. Contractor will be required to notify GPO of any discrepancies.

ELECTRONIC PREPRESS: Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the contract administrator within 24 hours of receipt of the Government furnished material.

The contractor shall create or 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.

When required by the Government, the contractor shall make minor revisions to the electronic files. Prior to making any revisions, the contractor shall copy the furnished files and make all changes from the copy unless otherwise indicated.

SPECIAL SOFTWARE CONSIDERATION: (a) Microsoft Office files (e.g. files from Presentations, Word Processing, or other non-publishing applications) are furnished for this procurement. Additional system work may be required to produce acceptable output as per specifications. (b) The Contractor will not receive additional compensation or time for common errors associated with the output of Office files. Common errors include, but are not limited to: (1) color issues and shift (RGB color data, no spot colors, loss of black plate), (2) page integrity (text reflow), (3) missing prepress features (e.g., bleeds, trim marks) or (4) loss of text characters from graphic elements. (c) If supplied by the Government, a visual will be considered the standard for output. The contractor must ensure that the page integrity (e.g. reflow) of final output matches the furnished visual.

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.

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

White High Quality Xerographic Copier, Laser Printer Paper (basis weight: 24, per 500 sheets, 17 x 22"), equal to JCP Code O61.

White Coated One-Side Cover (C1S) 10 pt equal to JCP Code L70.

White and Colored Index, (basis weight: 90 or 110 lbs per 500 sheets, 25-1/2 x 30-1/2"), equal to JCP Code K10.

PRINTING:

Text pages print one side only or head-to-head in black, a single ink color other than black (match Pantone number indicated on print order), or four-color process.

Covers (and spine, when indicated on Print Order) print in black, a single ink color other than black (match Pantone number indicated on print order, black with a four-color process emblem, or four-color process. Cover 1 will always print. Covers 2, 3 and 4 may be blank.

At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level 3 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.

MARGINS: Text pages have adequate gripper margins. Some of Covers 1 and 4 will bleed all sides. Balance of covers will have adequate gripper margins.

BINDING: Bind as indicated on Print Order.

Perfect bound: Wrap around cover glued to the bind edge, trim three sides. Score a stress relief hinge, front and back, approximately 1/4" from the bind edge.

Saddle stitched: Saddle-wire stitch in two places and trim three sides. Occasionally, a third stitch will

be required.

Coil binding: Punch suitably and insert a suitably sized black plastic coil. (Note: GBC or Wire-O is not acceptable).

Side stitched: Side-wire stitch in two places and trim three sides.

One stitch ULC: One wire stitch in the upper left corner.

Drilling: Drill three round holes, 5/16" diameter, 4-1/4" center to center, centered in the 11" dimension, center of holes 3/8" from the left edge of the sheet, or as indicated on the print order.

Perforation: Perforate pages 1/2" from the bind edge along the entire 11" dimension for easy removal from the publication. Perforated pages must withstand normal handling without separating.

Shrink-film-wrap copies as specified on the print order.

PROOFS: Generally, none required. The contractor will be responsible for performing all necessary proofreading to insure that the final product is in conformity with the copy submitted. However, occasional orders will require the contractor to submit an Adobe Acrobat PDF proof to an e-mail address specified on the print order. The Department will generally hold the proof for no more than one (1) workday and will provide approval, approval with comments or disapproval to the contractor via e-mail, fax or telephone. If a longer hold time is required, the print order will specify.

PACKING: Box in suitable units. Pack in shipping containers. Pack to ensure no shifting of product in transit, using spacers if necessary. Product should arrive at destination with no abrasions, dog-ears, etc. Each shipping container must not exceed 40 pounds when fully packed.

LABELING AND MARKING (package and or container label): Reproduce GPO shipping container label from furnished repro, fill in appropriate blanks and attach to containers.

INSPECTION SAMPLES: When indicated on the print order or otherwise requested, one sample shall be sent for inspection to: U.S. Government Publishing Office, San Antonio Satellite Office, 1531 Connally, Suite 2, Lackland AFB, TX 78136, Attn: Inspection samples.

These samples cannot be deducted from the total quantity ordered. The package or envelope containing the samples shall be identified by the GPO jacket number, program number, print order number, and title and include a facsimile of the print order on which they were ordered. The contractor will comply with the shipping schedule regardless of this requirement and will be notified of the test results only if there are deficiencies.

DISTRIBUTION: Deliver f.o.b. destination at JBSA Fort Sam Houston, TX, 78236. The Print Order will specify. Inside delivery is required.

Return of Government Furnished Material: The contractor must return all physical material furnished by the Government. These materials must be packaged and returned separate from the entire job via traceable means. The contractor must be able to produce a separate signed receipt for these materials at

any time during the contract.

All expenses incidental to the pickup and return of furnished materials and furnishing samples must be borne by the contractor.

SCHEDULE: No definite schedule can be established at this time. Orders will be scheduled according to the work involved and the time that can be allowed.

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 the print order and Government furnished material, the workday after notification will be the first workday of the schedule.

Complete production and delivery must be made as follows:

- (a) Approximately 35% of the orders will deliver within 3-4 workdays.
- (b) Approximately 10% of the orders will deliver within 5-7 workdays.
- (c) Approximately 55% of the orders will deliver within 7 or more workdays.

NOTE: All deliveries must be made no later than 3:00 PM, Monday-Friday.

Contractor will receive Print Order and material from Department upon issuance of Print Order.

Failure to comply with required delivery/ship dates may result in withholding further offers.

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.

*****DUE TO NEW ADMISSION REQUIREMENTS, SPONSORSHIP IS NOW REQUIRED FOR ALL NON-DOD PERSONS. AT LEAST 24 HOURS PRIOR TO MAKING DELIVERIES, CONTACT METC ADMINISTRATIVE SERVICES DEPT AT 210-808-3933/4639/3820 OR EMAIL THE ADDRESS BELOW. PROVIDE DRIVER'S FULL NAME, DATE OF BIRTH, STATE AND NUMBER OF DRIVER'S LICENSE, DELIVERY DATE, COMPANY NAME AND ORDER NAME AND NUMBER(S). Failure to arrange delivery AT LEAST 24 hours in advance negates any payments required due to additional delivery attempts. Documented attempts will be required and contractor will not be held liable for late deliveries due to scheduling difficulties.*****

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to osd.jbsa.metc.list.imd-administrative-services-owner@mail.mil and infosanantonio@gpo.gov. The subject line of this message shall be DISTRIBUTION NOTICE FOR PROGRAM/PRINT ORDER ???? and title of order(s). 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.

SECTION 3. - DETERMINATION OF AWARD AND PLACEMENT OF WORK

The Government will make multiple awards under this solicitation since it is anticipated that one firm may not be able to meet all of the requirements.

Each order will be individually abstracted to determine the lowest bid.

In placing work, the Government will first communicate with the low contractor to determine whether or not at that time one or more orders for specified quantities can be accepted for shipment within the time required by the Government. The Government will be obligated to place each order with the low contractor first, the next low contractor second, and so on until the order has been accepted. Placement of orders shall be made only to those contractors whose prices are determined to be fair and reasonable. The low contractor and each successive next low contractor shall be obligated to accept the order except when the shipping schedule cannot be met. Contractors refusing to accept orders with the requested ship date shall be required to provide the best date that can be met. When the contractor accepts, a formal print order will be issued.

Due to the urgency of the work, orders will be placed by telephone and the contractor must reply within 30 minutes whether or not the order can be accepted.

Any contractor's position in the sequence of awards may be jeopardized by consistently refusing work of one type and accepting work of another. When such an instance is found, the contractor involved will be notified and unless prompt adjustment in order acceptance is made to maintain the lowest cost to the Government, the contractor may be disqualified from further participation under this contract.

Exception: Noncompliance with the shipping and/or delivery schedule, or any other term, condition, or specification of this contract will be cause, and the GPO reserves the right, to withhold further orders until the contractor is judged by the Government to have established adequate procedures to fulfill the requirements.

SECTION 4.- SCHEDULE. OF PRICES

Bids offered are f.o.b. destination.

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 for which bids are submitted. Bids submitted with any obliteration, revision, or alteration of the order and manner of submitting bids may be declared nonresponsive.

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

An entry of NB (No Bid) must be entered if bidder does not intend to furnish certain items.

Bids submitted with blank spaces for the individual items will be considered as an entry of NB for that particular item.

All vouchers 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.

Perfect-bound and saddle-stitched publications: A charge will be allowed for each page, whether printed or blank.

Coil-bound, side-stitched and ULC publications: A charge will be allowed for printed pages only.

I. ELECTRONIC PREPRESS: The prices offered must be all-inclusive for output from electronic media and shall include the cost of all materials and operations as applicable. Note: Output of original or revised pages from electronic media will be charged under item (a).

(a) Trim-/page-size unit including halftones.....per trim-/page-size unit.....\$_____

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

(c) System timework.....per hour.....\$_____

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

(Initials)

II. PRINTING AND BINDING:

Makeready Running per
And/or setup 1,000 copies

a. Perfect bound pamphlet/book (NOTE: Cover charge to include printing of spine when indicated on Print Order):

(1) Covers and/or Text pages printing in black.....per page..... _____

(2) Covers and/or Text pages printing in a single ink color other than black.....per page..... _____

(3) Covers and/or Text pages printing in four-color process.....per page..... _____

b. Coil bound pamphlet/book:

(1) Covers and/or Text pages printing in black on.....per page..... _____

(2) Covers and/or Text pages printing in a single ink color other than black.....per page..... _____

(3) Covers and/or Text pages printing in four-color process..per page... _____

c. Saddle-stitched pamphlet/book:

(1) Covers and/or Text pages printing in black only.....per page..... _____

(2) Covers and/or Text pages printing in a single ink color other than black.....per page..... _____

(3) Covers and/or Text pages printing in four-color process...per page... _____

d. Side-stitched pamphlet/book:

(1) Covers and/or Text pages printing in black only.....per page..... _____

(2) Covers and/or Text pages printing in a single ink color other than black.....per page..... _____

(3) Covers and/or Text pages printing in four-color process..per page... _____

(Initials)

Makeready Running per
And/or setup 1,000 copies

e. One-stitch ULC pamphlet/book:

- (1) Covers and/or Text pages printing in black only.....per page....._____
- (2) Covers and/or Text pages printing in a single ink color
other than black.....per page....._____
- (3) Covers and/or Text pages printing in four-color process..per page....._____

f. Loose Leaf pamphlet/book:

- (1) Covers and/or Text pages printing in black only.....per page....._____
- (3) Covers and/or Text pages printing in a single ink color
other than black.....per page....._____
- (3) Covers and/or Text pages printing in four-color process..per page....._____

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 ordered. The cost of any paper required for makeready or running spoilage must be included in the prices offered.

Per 1,000 Leaves

- (a) White Offset Book (JCP Code A60), 50 lb....._____
- (b) Colored Offset Book (JCP Code A60), 50 lb....._____
- (c) White Copier, Laser Printer Paper (JCP Code O61), 24 lb....._____
- (d) White Coated One-Side Cover (JCP Code L70), 10 pt....._____
- (e) White Index (JCP Code K10), 90 lb....._____
- (f) Colored Index (JCP Code K10), 90 lb....._____
- (g) White Index (JCP Code K10), 110 lb....._____
- (h) Colored Index (JCP Code K10), 110 lb....._____

(Initials)

IV. BINDING:

- (a) Perfect binding.....per 1,000 pamphlets/books....._____
- (b) Coil binding (includes punching and
cost of coil).....per 1,000 pamphlets/books....._____
- (c) Saddle stitching (2 stitch).....per 1,000 pamphlets/books....._____
- (d) Saddle stitching (3 stitch)per 1,000 pamphlets/books....._____
- (e) Side stitching.....per 1,000 pamphlets/books....._____
- (e) One stitch ULC.....per 1,000 pamphlets/books....._____
- (f) Loose leaf.....per 1,000 leaves....._____
- (g) Drilling (maximum of 3 holes per run).....per 1,000 leaves....._____
- (h) Perforating.....per 1,000 leaves....._____
- (i) Shrink-film wrapping.....per package....._____

V. PACKING:

- (a) Packing and sealing shipping containers (up to 40 lbs)....per container...._____

BIDDERS NAME AND SIGNATURE: Fill out and return two copies of all pages in "Section 4.-
Schedule of Prices", initial or sign each in the space provided and submit with the original and duplicate
copies (face and back) of GPO Form 910, "Bid". Do not enter bid prices on GPO Form 910. NOTE:
The Schedule of Prices will prevail in instances where prices are inadvertently entered on GPO Form
910.

Bidder _____

(City - State)

By _____

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

(Person to be contacted)

(Telephone Number)

U.S. GOVERNMENT PRINTING OFFICE
Printing Procurement Department

BID

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

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

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

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

or

JACKET NO. _____

BID _____

Additional _____ Rate _____

Discounts are offered for prompt payment as follows: _____ percent, _____ calendar days.
See Provision 12 "Discounts" in GPO Contract Terms (Pub. 310.2).

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

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

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

COMPANY SUBMITTING BID

PERSON AUTHORIZED TO BID

Company _____ Name _____

Address _____ Title _____

City _____ State _____ Zip _____ Signature _____

GPO Contractor Code (if known) _____ Date _____

Telephone Number _____ Facsimile Number _____

Contracting Officer Review _____ Date _____ Certifier _____ Date _____
(rvhah) (rvhak)

Representations and Certifications

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

REPRESENTATIONS.

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

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

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

CERTIFICATIONS.

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

(a) The contractor warrants that no person or agency has been employed or retained to solicit or obtain a contract upon an agreement or understanding for a contingent fee, except a bona fide employee or agency. For breach or violation of this warranty, the Government shall have the right to annul the contract without liability or, in its discretion, to deduct from the contract price or consideration or otherwise recover, the full amount of the contingent fee.

(b) "Bona fide agency" means an established commercial or selling agency, maintained by a contractor for the purpose of securing business, that neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds itself out as being able to obtain any Government contract or contracts through improper influence.

"Bona fide employee" means a person, employed by a contractor and subject to the contractor's supervision and control as to time, place, and manner of performance, who neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds out as being able to obtain any Government contract or contracts through improper influence.

"Contingent fee" means any commission, percentage, brokerage, or other fee that is contingent upon the success that a person or concern has in securing a Government contract.

"Improper influence" means any influence that induces or tends to induce a Government employee or officer to give consideration or to act regarding a Government contract on any basis other than the merits of the matter.

C-2. Buy American Certification. Except as may be listed with the bid itself, the bidder certifies with the submission of a bid that each end product is a domestic end product (as defined in clause 37 "Buy American Act" in Contract Clauses), and that components of unknown origin have been considered to have been mined, produced, or manufactured outside the United States. Any exception listed with the bid itself must list both the excluded end products and the country of origin of each.

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

(Applicable if the bid or offer exceeds \$100,000 or the Contracting Officer has determined that orders under an indefinite quantity contract in any year will exceed \$100,000, or a facility to be used has been the subject of a conviction under the Clean Air Act (42 U.S.C. 7413 (C) (1)) or the Federal Water Pollution Control Act (33 U.S.C. 1319(c)) and is listed by EPA, or is not otherwise exempt.)

(a) Any facility to be utilized in the performance of the proposed contract has not been listed on the Environmental Protection Agency List of Violating Facilities.

(b) The Contracting Officer will be promptly notified, prior to award, of the receipt of any communication from the Director, Office of Federal Activities, Environmental Protection Agency, indicating that any facility which he/she proposes to use for the performance of the contract is under consideration to be listed on the EPA List of Violating Facilities.

(c) Bidder will include substantially this certification, including this paragraph (c), in every nonexempt subcontract.

C-4. Certificate of Independent Price Determination. Submission of a bid without statement of exception shall constitute certification.

(a) The offeror certifies that—

(1) The prices in the offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to (i) those prices; (ii) the intention to submit an offer; or (iii) the methods or factors used to calculate the prices offered.

(2) The prices in the offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law, and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory—

(1) Is the person in the offeror's organization responsible for determining the prices being offered in the bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a) (1) through (a) (3) of this provision; or

(2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a) (1) through (a) (3) of this provision [insert full name of person(s) in the offeror's organization responsible for determining the prices offered in the bid or proposal, and the title of his or her position in the offeror's organization];

(ii) As an authorized agent, does certify that the principals named in subdivision (b) (2) (i) of this provision have not participated, and will not participate, in any action contrary to subparagraphs (a) (1) through (a) (3) of this provision; and

(iii) As an agent has not personally participated, and will not participate, in any action contrary to subparagraphs (a) (1) through (a) (3) of this provision.

(c) If the offeror deletes or modifies subparagraph (a) (2) of this provision, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

C-5. Certification Regarding Debarment, Suspension, Proposed Debarment, and Other Responsibility Matters (Jan. 1999). By submission of a bid—

(a) (1) The offeror certifies, to the best of its knowledge and belief, that—

(i) The offeror and/or any of its principals—

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have not, within a 3-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of a fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with commission of any of the offenses enumerated in subdivision (a) (1) (i) (B) of this provision.

(ii) The offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) "Principals," for the purposes of this certification, means officers; directors, owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division or business segment, and similar positions).

This certification Concerns a Matter Within the Jurisdiction of and Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

(b) The offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under the solicitation. However, the certification will be considered in connection with a determination of the offeror's responsibility. Failure of the offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the offeror non-responsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from the solicitation for default.

C-6. Certification of Nonsegregated Facilities (Jan. 1999). Submission of a bid without statement of exception shall constitute certification.

(a) "Segregated facilities," as used in this provision, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees, that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin because of habit, local custom, or otherwise.

(b) By submission of an offer, the offeror certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The offeror agrees that a breach of this certification is a violation of the Equal Opportunity clause in the contract.

(c) The offeror further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will—

(1) Obtain identical certifications from proposed subcontractors before the award of subcontracts under which the subcontractor will be subject to the Equal Opportunity clause;

(2) Retain the certifications in the files; and

(3) Forward the following notice to the proposed subcontractors (except if the proposed subcontractors have submitted identical certifications for specific time periods):

NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENT FOR CERTIFICATION OF NONSEGREGATED FACILITIES

A certification of Nonsegregated Facilities must be submitted before the award of a subcontract under which the subcontractor will be subject to the Equal Opportunity clause. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually).

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.