

ITEM NO	DESCRIPTION	BASIS OF AWARD	Trade Media Hui Inc 87476		SIMILAR/ESTIMATE	
			UNIT RATE	COST	UNIT RATE	COST
<b>I.</b>	<b>COMPLETE PRODUCT:</b> Prices quoted shall include the cost of all required materials and operations, which includes, but not limited to stock, proofs, binding and delivery, necessary for the complete production and distribution of the product listed in accordance with these specifications.					
(a)	Printing in four color process; cost per page.					
(1)	Makeready and/or Setup	1092	52.50	\$ 57,330.00	35.00	\$ 38,220.00
(2)	Running Per 100 Copies	8954	5.75	\$ 51,485.50	3.85	\$ 34,472.90
<b>II.</b>	<b>PAPER:</b> The cost of any paper required for make-ready or running spoilage must be included in the prices quoted. Computation of the net number of leaves will be based on the following; one leaf is equal to 2 text pages.					
(a)	White Gloss Coated Text, 70 lbs. Per 100 leaves	514	6.30	\$ 3,238.20	4.88	\$ 2,508.32
(b)	White Gloss Coated Text, 80 lbs. Per 100 leaves	2999	8.40	\$ 25,191.60	8.16	\$ 24,471.84
(c)	White Gloss Coated Text, 100 lbs. Per 100 leaves	171	10.50	\$ 1,795.50	8.50	\$ 1,453.50
(d)	White Silk/Dull Coated Text, 80 lbs. Per 100 leaves	600	9.40	\$ 5,640.00	8.06	\$ 4,836.00
(e)	White Gloss Coated Cover, 80 lbs. Per 100 leaves	147	18.16	\$ 2,669.52	18.16	\$ 2,669.52
(f)	White Gloss Coated Cover, 100 lbs. Per 100 leaves	46	19.14	\$ 880.44	19.14	\$ 880.44
<b>III.</b>	<b>ADDITIONAL OPERATIONS:</b>					
(a)	Computer time-work, per hour.	2	47.00	\$ 94.00	35.00	\$ 70.00
(b)	Floodcoat with UV coating, cost per 100 pages.	97	46.00	\$ 4,462.00	0.40	\$ 38.80
(c)	Perfect binding, per book.	6888	2.50	\$ 17,220.00	2.50	\$ 17,220.00
(d)	Saddle stitching, per book.	10332	0.02	\$ 206.64	0.02	\$ 206.64
(e)	Prior to Production Samples, per order.	11	0.00	\$ -	0.00	\$ -
(f)	Emailed Proofs, per order.	10	0.00	\$ -	0.00	\$ -
(g)	Paper Samples, per order.	2	0.00	\$ -	0.00	\$ -
CONTRACTOR TOTALS				\$ 170,213.40		\$ 127,047.96
DISCOUNT				\$ -	2.00%	\$ 2,540.96
DISCOUNTED TOTALS				\$ 170,213.40	30 days	\$ 124,507.00

AWARDED

Reviewed by: \_\_\_\_\_

September 2, 2021

This is Amendment No. 1. The specifications in our invitation for bids on Program 1024S, scheduled for opening at 2:00 P.M., prevailing Seattle, WA, time, on September 14, 2021, are amended as follows:

Delete the paragraphs that reads on pages 4 and 5:

**“ECONOMIC PRICE ADJUSTMENT:** The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from (date), 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 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.”

And insert in lieu thereof:

**“ECONOMIC PRICE ADJUSTMENT:** The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from October 1, 2021 and ending September 30, 2022, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

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

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending June 30, 2021, 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.”

All other specifications remain the same.

**BIDDER NEED NOT ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO BID OPENING.**

Sincerely,

ROLAND D. WHITEHURST  
Contracting Officer

U.S. GOVERNMENT PUBLISHING OFFICE  
Seattle, Washington

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

**Books**

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

DLA Customer Data Relations Management  
JBPHH, HAWAII

Single Award

**CONTRACT TERM:** The term of this contract is for one year (the base year). Special attention is directed to the following clauses in this contract: "Economic Price Adjustment."

**TERM OF CONTRACT:** The term of this contract is for the period beginning October 1, 2021 and ending September 30, 2022, plus up to four optional 12-month extension period(s) that may be added in accordance with the "Option to Extend the Term of the Contract" clause in Section 1 of this contract.

**BID OPENING:** Bids shall be opened at 2:00 P.M., prevailing Seattle, WA, time, on September 14, 2021 at the U.S. Government Publishing Office, Seattle Regional Office. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

**PRODUCTION AREA:** It is assumed that all production facilities used in the manufacture of the product(s) ordered under this contract will be located within the Island of Oahu, Hawaii.

**BID SUBMISSION:** Due to the COVID-19 pandemic, the physical office will NOT be open. Based on this, bidders MUST submit email bids to [bidsseattle@gpo.gov](mailto:bidsseattle@gpo.gov) for this solicitation. No other method of bid submission will be accepted at this time.

The Program 1024S and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after 2:00 P.M. prevailing Seattle WA time on the bid opening date specified above will not be considered for award.

**ADDITIONAL EMAILED BID SUBMISSION PROVISIONS:** The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed bid including, but not limited to, the following –

1. Illegibility of bid.
2. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
3. The bidder's email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO's stated limit.

4. When the email bid is received by GPO, it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the emailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the email is received by GPO's email server as the official time stamp for bid receipt at the specified location.

**BIDDERS, PLEASE NOTE:** These specifications have been revised; therefore, all bidders are cautioned to familiarize themselves with all provisions of these specifications before bidding.

The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, all pages of SECTION 4. – SCHEDULE OF PRICES.

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

For information of a technical nature, contact Seattle GPO at 206-764-3726 or [infoseattle@gpo.gov](mailto:infoseattle@gpo.gov) and [fbuchko@gpo.gov](mailto:fbuchko@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. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised 9-19)).

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

GPO QATAP (GPO Publication 310.1) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.

**DISPUTES:** GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractdisputes.pdf>.

**SUBCONTRACTING:** The predominant production function is presswork.

**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:

<u>Attribute</u>	<u>Specified Standard</u>
<b>P-7.</b> Type Quality and Uniformity	Approved proof / furnished digital files.
<b>P-8.</b> Halftone Match (Single and Double Impression)	Approved proof / furnished digital files.
<b>P-10.</b> Process Color Match	Approved proof / furnished digital files.

**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. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows

- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

**OPTION TO EXTEND THE TERM OF THE CONTRACT:** The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed 5 years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the "Extension of Contract Term" clause. See also "Economic Price Adjustment" for authorized pricing adjustment(s).

**EXTENSION OF CONTRACT TERM:** At the request of the Government, the term of any contract resulting from this solicitation may be extended for such period of time as may be mutually agreeable to the GPO and the contractor.

**ECONOMIC PRICE ADJUSTMENT:** The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from (date), 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 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.

**ORDERING:** Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from October 1, 2021 through September 30, 2022 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.

**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.

**PAYMENT:** Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address:  
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

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

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

**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.

**FACSIMILE 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 reject 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 [bidsseattle@gpo.gov](mailto:bidsseattle@gpo.gov), 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 books requiring such operations as four color process printing, saddle stitching, perfect binding, UV floodcoating, packing and delivery.

**TITLE:** Books.

**FREQUENCY OF ORDERS:** Approximately 21 orders per year.

**QUANTITY:** Approximately 820 copies per order.

**NUMBER OF PAGES:** From 4 to 208. An average of 52 pages.

**TRIM SIZE:** 5-1/2 x 8-1/2" up to and including 8-1/2 x 11".

### **GOVERNMENT TO FURNISH:**

CD-ROM and DVD's, both IBM and/or Macintosh compatible. Software could include but not be limited to: PhotoShop, InDesign, PostScript and PDF files. Software will be in a variety of versions. Printer fonts will be provided on the disc. The contractor must have the current versions and up-grade as they become available.

At the option of the agency electronic media will occasionally be sent via a link to a file share folder. File share folder provided by the agency may include all reference links in a not flattened PDF.

Print orders.

GPO Form 905 for shipping container labels.

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

### **CONTRACTOR TO FURNISH:**

All materials and operations, other than those listed under "Government to Furnish," necessary to produce the products in accordance with these specifications.

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 ordering 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.

### **COMPUTER TIME WORK:**

Consists of minor repairs and/or corrections required by the ordering agency on electronic camera copy. Time work will be rounded up to closest 15-minute increments. **Prior to work, the contractor will be required to inform the agency of the approximate time required for repairs or corrections, allowing the agency the opportunity to correct and/or provide corrected files.**

Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

When required, 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.

**FILMS:** Are not required.

**PROOFS:** As indicated on the Print Order. At option of agency proofs could include Prior to Production Samples and/or Paper Samples and/or Emailed Proofs.

At the option of the agency the hard copy proof may be waived in lieu of a digital emailed proof. Written approval from the agency is required to waive hard copy proof in lieu of digital proof.

The "Prior-To-Production" sample must be printed as specified using the form, materials, inks, equipment, and method of production, which will be used in producing the final product. All samples must be manufactured at the facilities in which the contract production quantities are to be manufactured.

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.

At the option of the agency the contractor to submit one "Press Quality" PDF "soft" proof (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow, image position, and color breaks. Proof will not be used for color match.

Proof must represent the actual image quality and color of the finished product.

Contractor must call agency to confirm receipt of proof.

The contractor must not print prior to receipt of an "OK to print."

Proof must be delivered to the agency via FedEx / UPS as a next day delivery.

**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. 13" dated September 2019.

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 specified.

The paper to be used will be indicated on each print order.

White Gloss-Coated Text, basis weight: 70 lbs. per 500 sheets, 25 x 38", equal to JCP Code A180.

White No. 2 Gloss-Coated Text, basis weight: 80 lbs. and 100 lbs. per 500 sheets, 25 x 38", equal to JCP Code A182.

White No. 2 Silk/Dull-Coated Text, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A262.

White Litho (Gloss) Coated Cover, basis weight: 80 lbs. and 100 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

**PRINTING:** Publication prints with four color process throughout, heavy ink coverage and close registration is required.

Some orders will require floodcoating with UV coating on the covers.

**MARGINS:** Majority of pages will bleed four sides.

**BINDING:** Approximately 44% of orders will be self cover; remaining orders will have separate wrap-around covers.

Saddle stitching: Approximately 60% of orders saddle stitch in two places on left side and trim three sides.

Perfect binding: Approximately 40% of orders perfect bind with wrap around cover and trim three sides.

**PACKING:** Some orders will require Shrink Film Wrap in quantities of 50. Follow instructions on print order.

**LABELING AND MARKING:** Use GPO form 905 to mark all shipping containers.

**DISTRIBUTION:** Deliver f.o.b. destination to addresses located on the island of Oahu Hawaii.

Deliveries must be made via FedEx, UPS, or other traceable means. Deliveries via USPS are not acceptable.

Upon completion of each order, all originals must be returned to the ordering Department.

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

**SCHEDULE:** Adherence to this schedule must be maintained.

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

The following schedule begins the workday of notification of the availability of print order and furnished material.

Proof must arrive within 3 workdays of artwork being available.

Complete production and distribution must arrive within 7-10 business days of written approval of proof.

The Proofs will be held one workday by the agency. The contractor must deliver and pick up proofs at the department.

Government furnished material must be picked up from (f.o.b. destination) and delivered to the ordering Department.

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.

### SECTION 3.- DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices quoted in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce 12 months' work under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered for the term of this contract.

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

	(1)	(2)
<b>I. (a)</b>	1,092	8,954
<b>II. (a)</b>		514
<b>(b)</b>		2,999
<b>(c)</b>		171
<b>(d)</b>		600
<b>(e)</b>		147
<b>(f)</b>		46
<b>III. (a)</b>		2
<b>(b)</b>		97
<b>(c)</b>		6,888
<b>(d)</b>		10,332
<b>(e)</b>		11
<b>(f)</b>		10
<b>(g)</b>		2

### 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. 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.

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

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

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

Fractional parts of 100 will be prorated at the per 100 rate.

**I. COMPLETE PRODUCT:** Prices quoted shall include the cost of all required materials and operations, which includes, but not limited to stock, proofs, printing, binding and delivery, necessary for the complete production and distribution of the product listed in accordance with these specifications.

	<b><u>Makeready and/or Setup</u></b> (1)	<b><u>Running Per 100 Copies</u></b> (2)
(a) Printing in four color process; cost per page.	\$ _____	\$ _____.

**II. PAPER:** The cost of any paper required for make-ready or running spoilage must be included in the prices quoted. Computation of the net number of leaves will be based on the following; one leaf is equal to 2 text pages.

	<b><u>Per 100 leaves</u></b>
(a) White Gloss Coated Text, 70 lbs.	\$ _____.
(b) White Gloss Coated Text, 80 lbs.	\$ _____.
(c) White Gloss Coated Text, 100 lbs.	\$ _____.
(d) White Silk/Dull Coated Text, 80 lbs.	\$ _____.
(e) White Gloss Coated Cover, 80 lbs.	\$ _____.
(f) White Gloss Coated Cover, 100 lbs.	\$ _____.

\_\_\_\_\_  
(Initials)

**III. ADDITIONAL OPERATIONS:**

- (a) Computer time-work, per hour. \$ \_\_\_\_\_.
- (b) Floodcoat with UV coating, cost per 100 pages. \$ \_\_\_\_\_.
- (c) Perfect binding, per book. \$ \_\_\_\_\_.
- (d) Saddle stitching, per book. \$ \_\_\_\_\_.
- (e) Prior to Production Samples, per order. \$ \_\_\_\_\_.
- (f) Emailed Proofs, per order. \$ \_\_\_\_\_.
- (g) Paper Samples, per order. \$ \_\_\_\_\_.

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**DISCOUNTS:** Discounts are offered for payment as follows: \_\_\_\_\_ Percent, \_\_\_\_\_ calendar days. See Article 12 "Discounts" of Solicitation Provisions in GPO Contract Terms (Publication 310.2).

**AMENDMENT(S):** Bidder hereby acknowledges amendment(s) number(ed) \_\_\_\_\_

**BID ACCEPTANCE PERIOD:** In compliance with the above, the undersigned 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 points(s), in exact accordance with specifications.

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

**BIDDER'S NAME AND SIGNATURE:** Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms – Publication 310.2. When responding by email, fill out and return one copy of all pages in "SECTION 4. – SCHEDULE OF PRICES," including initialing/signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, §2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

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

Bidder

\_\_\_\_\_

(Contractor Name) (GPO Contractor's Code)

\_\_\_\_\_

(Street Address)

\_\_\_\_\_

(City – State – Zip Code)

By \_\_\_\_\_

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

\_\_\_\_\_

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

**FOR GPO USE ONLY**

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Contracting Officer Review \_\_\_\_\_ Date \_\_\_\_\_ Certifier \_\_\_\_\_ Date \_\_\_\_\_