

ITEM NO	DESCRIPTION	BASIS OF AWARD	Sun Lithographing & Printing 430-84900		SIMILAR/PREVIOUS	
			UNIT RATE	COST	UNIT RATE	COST
I. PRINTING AND CUTTING TO SIZE:						
(a) Saddle-Stitch Books						
	(1) Printing per page in a single ink color.					
	(1) Makeready and/or Setup	19	12.50 \$	237.50	12.50 \$	237.50
	(2) Running per 100 copies	760	0.50 \$	380.00	0.75 \$	570.00
	(2) Printing per page in four color process.					
	(1) Makeready and/or Setup	86	70.00 \$	6,020.00	50.00 \$	4,300.00
	(2) Running per 100 copies	3440	1.50 \$	5,160.00	2.00 \$	6,880.00
(b) Flat Sheet; Format A: Up to and Including 17 x 9"						
	(1) Printing per page in a single ink color.					
	(1) Makeready and/or Setup	1	50.00 \$	50.00	50.00 \$	50.00
	(2) Running per 100 copies	40	2.50 \$	100.00	2.50 \$	100.00
	(2) Printing per page in four color process.					
	(1) Makeready and/or Setup	1	90.00 \$	90.00	90.00 \$	90.00
	(2) Running per 100 copies	40	4.50 \$	180.00	4.50 \$	180.00
(c) Flat Sheet; Format B: Over 17 x 9" up to and including 18 x 20"						
	(1) Printing per page in a single ink color.					
	(1) Makeready and/or Setup	1	74.00 \$	74.00	74.00 \$	74.00
	(2) Running per 100 copies	40	3.00 \$	120.00	3.00 \$	120.00
	(2) Printing per page in four color process.					
	(1) Makeready and/or Setup	1	110.00 \$	110.00	110.00 \$	110.00
	(2) Running per 100 copies	40	5.00 \$	200.00	5.00 \$	200.00
(d) Flat Sheet; Format C: Over 18 x 20" up to and including 24 x 17"						
	(1) Printing per page in a single ink color.					
	(1) Makeready and/or Setup	1	80.00 \$	80.00	80.00 \$	80.00
	(2) Running per 100 copies	40	5.00 \$	200.00	5.00 \$	200.00
	(2) Printing per page in four color process.					
	(1) Makeready and/or Setup	1	125.00 \$	125.00	125.00 \$	125.00
	(2) Running per 100 copies	40	7.50 \$	300.00	7.50 \$	300.00
II. PAPER: Payment for all paper supplied by the contractor under the terms of these specifications, as ordered on the individual print orders, will be based on the net number of leaves furnished for the product(s) ordered in the applicable "Format" group. The cost of any paper required for makeready or running spoilage must be included in the prices quoted.						
(a) 70 lb. White Matte-Coated Text						
	(1) Saddle-Stitch. Per 100 Leaves.	2520	1.62 \$	4,082.40	2.00 \$	5,040.00
	(2) Flat Sheet; Format A. Per 100 Leaves.	48	6.48 \$	311.04	7.20 \$	345.60
	(3) Flat Sheet; Format B. Per 100 Leaves.	48	12.13 \$	582.24	16.95 \$	813.60
	(4) Flat Sheet; Format C. Per 100 Leaves.	8	17.28 \$	138.24	19.20 \$	153.60
(b) 80 lb. White Matte-Coated Text						
	(1) Saddle-Stitch. Per 100 Leaves.	1260	1.62 \$	2,041.20	2.30 \$	2,898.00
	(2) Flat Sheet; Format A. Per 100 Leaves.	24	7.42 \$	178.08	8.24 \$	197.76
	(3) Flat Sheet; Format B. Per 100 Leaves.	24	20.41 \$	489.84	19.38 \$	465.12
	(4) Flat Sheet; Format C. Per 100 Leaves.	24	19.76 \$	474.24	21.95 \$	526.80
(c) 100 lb. White Matte-Coated Text						
	(1) Saddle-Stitch. Per 100 Leaves.	420	2.02 \$	848.40	2.88 \$	1,209.60
	(2) Flat Sheet; Format A. Per 100 Leaves.	8	9.27 \$	74.16	10.30 \$	82.40
	(3) Flat Sheet; Format B. Per 100 Leaves.	8	21.81 \$	174.48	24.23 \$	193.84
	(4) Flat Sheet; Format C. Per 100 Leaves.	8	23.71 \$	189.68	26.34 \$	210.72
III. PROOFS: Must have all elements in proper placement.						
	(a) Content Proof, per page.	60	2.00 \$	120.00	1.00 \$	60.00
	(b) High Resolution/Inkjet Proof, per page.	30	4.00 \$	120.00	2.50 \$	75.00
	(c) Prior to Production Sample.	10	20.00 \$	200.00	20.00 \$	200.00
IV. ADDITIONAL OPERATIONS:						
	(a) Banding with Kraft paper bands, per band.	405	0.50 \$	202.50	0.28 \$	113.40
	(b) Shrink-film packaging, per package.	345	0.55 \$	189.75	0.30 \$	103.50
	(c) Folding, per completed folded sheet. Cost per 100 sheets.	156	2.00 \$	312.00	1.60 \$	249.60
	(d) Computer time, rounded to the nearest 15 minutes, cost per hour.	3	75.00 \$	225.00	75.00 \$	225.00
CONTRACTOR TOTALS				\$ 24,379.75		\$26,780.04
DISCOUNT			5.00%	\$ 1,218.99	5.00%	\$ 1,339.00
DISCOUNTED TOTALS			20 days	\$ 23,160.76	20 days	\$25,441.04

AWARDED

Reviewed by: _____

Program 1046-S
Specifications by FB
Reviewed by RW

QUOTATION REQUEST

U.S. GOVERNMENT PUBLISHING OFFICE
Northwest Region

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Various Wildlife Brochures

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

Department of the Interior
U.S. Fish and Wildlife Service
Portland OR

Single Award

The term of this contract is for the period
beginning January 1, 2025, and ending December 31, 2025

References to “bid” within the contract are to be considered as meaning “quote”.

CONTRACTING METHOD: This contract is being advertised as, and shall be awarded as, a Small Purchase contract, in accordance with the U. S. Government Publishing Office Printing Procurement Regulation (PPR: GPO Publication 305.3), Chapter VII, Section 4. The sealed bidding terminology as used throughout these specifications is synonymous with their negotiated procurement counterparts unless specifically stated otherwise. Negotiated pursuant to 41 U.S.C. 5(1).

CONTRACT TERM: The term of this contract is for one year (the base year) and four option years. Special attention is directed to the following clause in this contract: “Economic Price Adjustment.”

QUOTE OPENING: Quotes shall be opened at 1:00 P.M., Eastern Time (ET), on December 3, 2024 at the U.S. Government Publishing Office.

QUOTE SUBMISSION: Submit quotes via email to bids@gpo.gov for this solicitation. No other method of quote submission will be accepted. The company name, program number, and date established for submission of quotes must be specified in the subject line of the email. *Quotes received after the quote submission date and time 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.

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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.

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 infnorthwest@gpo.gov and fbuchko@gpo.gov.

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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>.

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

Product Quality Levels:

- (a) Printing (page related) Attributes -- Level II or Level III as indicated on Print Order.
- (b) Finishing (item related) Attributes -- Level II or Level III as indicated on Print Order.

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

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

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

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Approved Proof and Government Furnished Material
P-8. Halftone Match	Approved Proof and Government Furnished Material
P-9. Solid and Screen Tint Color Match	Pantone Matching System
P-10. Process Color Match	Approved Proof and Government Furnished Material

SUBCONTRACTING: The predominant production function is press work.

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:

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- 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.

The security and confidentiality of Government documents handled and stored by the contractor during the execution of this contract are of critical importance. Should the preaward survey reveal a security deficiency that jeopardizes or otherwise compromises the secure and confidential operation of this contract as specified herein, the Government reserves the right to declare the contractor nonresponsible if such a deficit cannot be remedied by the contractor in a timely fashion and at no additional expense to the Government.

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

ORDERING: Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from January 1, 2025 through December 31, 2025 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.

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>.

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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 January 1, 2025 to December 31, 2025, 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 September 30, 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.

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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.

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SECTION 2. - SPECIFICATIONS

SCOPE: These specifications cover the production of brochures requiring such operations as printing, binding, folding, trimming, packing, and delivery.

TITLE: Various Wildlife Brochures

FREQUENCY OF ORDERS: Approximately 10 orders per year.

QUANTITY: Approximately 2,000 to 10,000 copies per order with an average of 4,000 copies.

NUMBER OF PAGES:

Saddle-Stitched Book: From 8 to 28 pages with an average of 12.

Flat Sheet: 2 Pages (1 Sheet).

TRIM SIZES:

Saddle-Stitched Book: 4" x 8.5"

Flat Sheet: From 4" x 8.5" up to and including 24" x 17"

Flat Sheet Format "A": Up to and Including 17 x 9"

Flat Sheet Format "B": Over 17 x 9" up to and including 18 x 20"

Flat Sheet Format "C": Over 18 x 20" up to and including 24 x 17"

GOVERNMENT TO FURNISH:

Press-ready files, Portable Document Format (PDF) sent by File Transfer Protocol (FTP).

CD or DVD ROM, both IBM and/or Macintosh compatible. Software could include but is not limited to: Adobe Creative Suite; CC InDesign, PhotoShop, Illustrator, Adobe Acrobat Pro (PDF), and PostScript files. Software will be in a variety of versions. Printer fonts will be provided on the disk. The contractor must have the latest software versions.

Print orders.

GPO form 905 for shipping container labels.

Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried in the electronic files, must not print on finished product.

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.

The contractor will host a website with secure FTP service using either Secure Sockets Layer (SSL) or Transfer Layer Security (TLS) encryption. The servers must be redundant and located in a secure locked, climate controlled, fire-resistant facility. This web site must allow the agency to post Government furnished material and print proofs from the site when required.

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The contractor must provide website information allowing the ordering agencies to post and retrieve Government furnished materials from their secure website.

Prior to image processing, the contractor shall perform a basic preflight check of the furnished media and publishing files to assure correct output of the required reproduction image. If any errors, media damage, or data corruption that might interfere with proper file image processing are discovered during inspection by the contractor, work must be discontinued and further instructions should immediately be requested from the agency.

This preflight must identify any problem areas with digital file submission and must include but not be limited to missing or damaged fonts, damaged disks, missing bleeds, improper trim size, and improper color definition. The Contractor is also responsible for creating or altering any necessary trapping, setting proper screen angles and frequency (unless indicated otherwise by the Government), and defining proper file output selection for the imaging device being used. All furnished files must be imaged as necessary to meet the assigned Quality Assurance Through Attributes Program (QATAP) level.

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 may accept, as digital deliverables, Postscript files, and Adobe Acrobat Portable Document Format (PDF) files. File type of the returned Government furnished materials will be specified on the print order.

COMPUTER TIMEWORK: Will consist of repairs and/or corrections not listed above required by the ordering agency on electronic camera copy. Timework 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.

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

PROOFS: Content Proof; High Resolution/Inkjet Proof. Contractor has option to provide Prior to Production Sample in lieu of High Resolution/Inkjet Proof.

CONTENT PROOFS:

One set of Content Proofs. Must show context and page sequence. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size of the product, as applicable.

HIGH RESOLUTION/INKJET PROOFS:

One set of digital one-piece composite laminated halftone proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi.

At contractor's option, one set of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted in lieu of digital one-piece composite laminated halftone proofs. A proofing RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles Technology, and meets or exceeds industry tolerance to ISO 12647-7 standard for Graphic Technology (as of 2016 and future amendments) must be utilized. Proofs must be ripped and sent at plate resolution (minimum of 2400 x 2400 dpi). If using a 1 bit tiff, the tiff must be made at a minimum of 2400 dpi.

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Output must be a minimum of 2400 x 1200 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain both of the following to be evaluated for accuracy: 3-tier color control strip: IDEAlliance ISO 12647-7 2013(i1), and the GPO Resolution target found www.gpo.gov/gporestarget.pdf. NOTE: At any point during the term of this contract, if a contractor chooses this proof option, prior evaluation and approval of this proofing method must be provided by GPO, Quality Control for Published Products, to ensure that the final product will be produced in accordance with contract specifications. See instructions at: <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qlsamples6f200c30b44a64308413ff00001d133d.pdf>. Failure to obtain this evaluation and approval may be cause for the job to be rejected should the final product not match the proofs for color.

Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8 x 1/8" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press.

PRIOR TO PRODUCTION SAMPLE:

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.

Call the agency to ensure proper receipt of the proof(s). The contractor must not print prior to receipt of an "OK to print."

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.

STORAGE: When indicated by the agency the contractor will be required to store digital versions of logos and documents that the agencies will require usage throughout the term of this contract. Storage of digital files will be for the life of the contract.

All halftones are to be 150 lpi or finer.

PRINTING: Offset and digital printing. Approximately 50% of orders will require Offset Printing and approximately 50% of orders will allow Digital Printing. Quality Level standards must be maintained.

Printing will consist of four-color process and/or up to three Pantone ink colors as specified on the Print Order. Approximately 90% will require four-color process.

Pantone colors will be indicated by Pantone Number on the Print Order.

Majority of orders require floodcoating all pages with Satin Aqueous Coating.

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Digital printing must be capable of smooth gradient tints with no banding or tone jumping. Minimum acceptable resolution is 1200 X 1200 dpi. 4800 X 600 dpi is acceptable. HP Indigo 5500 or 7000, Xerox models 7000, 8000, 700, 800 and Xerox iGen4 are known to have this capability. Resolution of the contractor's machine will be reviewed at the time of the award. Published resolutions will be used to determine suitability. Software enhanced or simulated resolution specifications will not be accepted.

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 their opinion, materially differs from that of the color specified.

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

White Matte-Coated Text, basis weight: 70 lbs. per 500 sheets, 25 x 38", equal to JCP Code A240.

White Matte-Coated Text, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A240.

White Matte-Coated Text, basis weight: 100 lbs. per 500 sheets, 25 x 38", equal to JCP Code A240.

MARGINS: Majority of orders will require bleeds.

BINDING:

Saddle-Stitch: Fold, inset, saddle-stitch with two wire stitches, with or without separate paper cover, and trim three sides. Covers trim flush, when required.

Flat Sheets: Fold to the final size. Most flat sheets will fold to 4" x 8.5" final size. Trim and fold as indicated on the print order. Folding includes half-folding and roll folding. Some orders will require folding perpendicular to the first fold.

PACKING: Pack suitable quantities per shipping container.

Each shipping container must not exceed 30 pounds when fully packed.

Band in various quantities when specified on print order, usually 50, with a strip of heavy Kraft paper, 5" in width, around the shortest dimension.

Shrink-film wrap in units specified, usually 50, when indicated on print order. Film should be thick enough to keep contents secured during normal handling while in transit and during storage period.

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

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Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to the agency. Call the agency to confirm receipt of documentation. The subject line of this message shall be "Distribution Notice for PROGRAM 1046S, PRINT ORDER XXXXX". The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

DISTRIBUTION: Ship f.o.b. destination to various addresses in Western United States, including Oregon, Washington, Idaho, California and Nevada. An occasional delivery to Washington DC.

An occasional order may require shipping to the state of Hawaii. The order may indicate to ship to Hawaii using the agency's shipping account information or the order may indicate to ship to Hawaii using the contractor's shipping account information. Contractor will not be reimbursed for shipping to Hawaii when using the agency's shipping account information. When the contractor is required to ship to Hawaii using the contractor's shipping account the contractor will be reimbursed by submitting shipping receipts with their invoice.

When required, following shipments will be requested by the ordering agency. These quantities are in addition to the quantity ordered by the ordering Department and will be included on the print order separately.

Ship 1 copy to: BAC (C&I) 1523-01
U.S. Government Publishing Office
Federal Depository Library Program
Mail Stop: FDLP
44 H St., NW, Loading Dock
Washington, DC 20401
Item No. 0000
(VARIES)

Ship 1 copy to: BAC (By-Law) 1525-01
Library of Congress
U.S. Serials and Government Documents Section
U.S. Anglo Division
101 Independence Avenue, SE, Stop 4276
Washington, DC 20540-4276
Marked: Depository File Copies

Upon completion of each order, all Government Furnished Material and proofs must be returned to the ordering Department.

The materials must be securely packaged to insure safe delivery and returned separately from the ordered product, via Registered Mail or any other traceable means. The contractor must be able to produce a signed receipt for these materials at any time during the contract period.

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

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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).

No definite schedule for pickup of material can be predetermined. See "Distribution" for pickup of Government furnished material and delivery instructions.

Proofs will be withheld not more than 3 workdays from receipt by the Government to receipt in contractor's plant.

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

Complete production and delivery must be made within from 12 to 20 workdays, including the 3 workday proof hold. The ship/deliver date indicated on the print order is the date products ordered must be delivered to the destination(s) specified.

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 quote by applying the prices offered 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 the contract.

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

		(1)	(2)		
I.	(a)	(1)	19	760	
		(2)	86	3440	
	(b)	(1)	1	40	
		(2)	1	40	
	(c)	(1)	1	40	
		(2)	1	40	
	(d)	(1)	1	40	
		(2)	1	40	
		(1)	(2)	(3)	(4)
II.	(a)	2520	48	48	8
	(b)	1260	24	24	24
	(c)	420	8	8	8
III.	(a)	60			
	(b)	30			
	(c)	10			
IV.	(a)	405			
	(b)	345			
	(c)	156			
	(d)	3			

SECTION 4.- SCHEDULE OF PRICES

Quotes 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. Quotes submitted with any obliteration, revision, or alteration of the order and manner of submitting quotes, 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.

Quotes submitted with NB (No Bid), N/A or blank spaces for an item will 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.

Quotes for each "Format" shall be for any trim size up to the maximum trim size listed for each of the "Formats," as outlined in Section 2. - Specifications. Fractional parts of any "Format" will be prorated by the 100 rate.

I. PRINTING AND CUTTING TO SIZE:

	<u>Makeready and/or Setup</u> (1)	<u>Running Per 100 copies</u> (2)
(a) Saddle-Stitch Books		
(1) Printing per page in a single ink color.	\$ _____	\$ _____
(2) Printing per page in four color process.	\$ _____	\$ _____
 (b) Flat Sheet;		
Format A: Up to and Including 17 x 9"		
(1) Printing per page in a single ink color.	\$ _____	\$ _____
(2) Printing per page in four color process.	\$ _____	\$ _____
 (c) Flat Sheet;		
Format B: Over 17 x 9" up to and including 18 x 20"		
(1) Printing per page in a single ink color.	\$ _____	\$ _____
(2) Printing per page in four color process.	\$ _____	\$ _____

(Initials)

**Makeready
and/or Setup**
(1)

**Running Per
100 copies**
(2)

(d) Flat Sheet;

Format C: Over 18 x 20" up to and including 24 x 17"

- | | | |
|--|----------|----------|
| (1) Printing per page in a single ink color. | \$ _____ | \$ _____ |
| (2) Printing per page in four color process. | \$ _____ | \$ _____ |

II. PAPER: Payment for all paper supplied by the contractor under the terms of these specifications, as ordered on the individual print orders, will be based on the net number of leaves furnished for the product(s) ordered in the applicable "Format" group. The cost of any paper required for makeready or running spoilage must be included in the prices quoted.

Per 100 Leaves

	Saddle-Stitch (1)	Flat Sheet Format A (2)	Flat Sheet Format B (3)	Flat Sheet Format C (4)
(a) 70 lb. White Matte-Coated Text	\$ _____	\$ _____	\$ _____	\$ _____
(b) 80 lb. White Matte-Coated Text	\$ _____	\$ _____	\$ _____	\$ _____
(c) 100 lb. White Matte-Coated Text	\$ _____	\$ _____	\$ _____	\$ _____

III. PROOFS: Must have all elements in proper placement.

- | | |
|---|----------|
| (a) Content Proof, per page. | \$ _____ |
| (b) High Resolution/Inkjet Proof, per page. | \$ _____ |
| (c) Prior to Production Sample. | \$ _____ |

IV. ADDITIONAL OPERATIONS:

- | | |
|--|----------|
| (a) Banding with Kraft paper bands, per band. | \$ _____ |
| (b) Shrink-film packaging, per package. | \$ _____ |
| (c) Folding, per completed folded sheet. Cost per 100 sheets. | \$ _____ |
| (d) Computer time, rounded to the nearest 15 minutes, cost per hour. | \$ _____ |

 (Initials)

Various Wildlife Brochures
Program 1046-S

SHIPMENT(S): Shipments will be made from: City _____, State _____

If no shipping point is indicated above, it will be deemed that the offeror has selected the city and state shown below in the address block, and the quote will be evaluated and the contract awarded on that basis. If shipment is not made from evaluation point, the contractor will be responsible for any additional shipping costs incurred.

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

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

QUOTE ACCEPTANCE PERIOD: In compliance with the above, the undersigned agrees, if this quote is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of quotes, 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 quote acceptance period may result in expiration of the quote prior to award.

OFFEROR'S NAME AND SIGNATURE: Unless specific written exception is taken, the offeror, by signing and submitting a quote, 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 quotes.

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

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

(Street Address)

(City – State – Zip Code)

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

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

THIS SECTION FOR GPO USE ONLY

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