

ITEM NO. & DESCRIPTION	BASIS OF AWARD	BKR Printing Salt Lake City, UT		Image Square Santa Monica, CA		K-B Offset Printing Inc. State College, PA		Moore Imaging Company LLC Memphis, TN		Pacific Office Automation Beaverton, OR		Power Imaging Inc. Denver, CO		Printco Copy Ink Harbor City, CA		Rise Business Services LLC Denver, CO		WBC Inc, dba Lithexcel Albuquerque, NM		PREVIOUS BKR Printing	
		UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I PRINTING, BINDING AND DISTRIBUTION:																					
(a) Text pages: Printing in black ink, to include the cost of drilling, collating and inserting into binders when required, per page.																					
(1) Makeready and/or Setup.....	4068	3.60	14644.80	0.25	1017.00	1.00	4068.00	1.00	4068.00	N/C	N/C	N/C	N/C	0.65	2644.20	N/C	N/C	2.00	8136.00	2.50	10170.00
(2) Running Per 100 Copies.....	8136	0.48	3905.28	3.00	24408.00	0.75	6102.00	6.00	48816.00	1.50	12204.00	1.20	9763.20	0.70	5695.20	2.00	16272.00	2.00	16272.00	0.20	1627.20
(b) Tabbed dividers: Printing 1 or 2 sides black ink, to include the cost of paper, die-cutting, drilling, collating, and inserting into binders when required, per divider																					
(1) Makeready and/or Setup.....	198	16.50	3267.00	0.25	49.50	7.00	1386.00	5.00	990.00	N/C	N/C	N/C	N/C	5.00	990.00	N/C	N/C	25.00	4950.00	10.00	1980.00
(2) Running Per 100 Copies.....	396	15.23	6031.08	25.00	9900.00	6.00	2376.00	25.00	9900.00	25.00	9900.00	20.00	7920.00	8.00	3168.00	14.50	5742.00	22.00	8712.00	12.68	5021.28
(c) Binder cover sets, front, back and spine leaves, printing in a single ink color, per set.																					
(1) Makeready and/or Setup.....	18	45.00	810.00	0.87	15.66	15.00	270.00	5.00	90.00	N/C	N/C	N/C	N/C	15.00	270.00	N/C	N/C	20.00	360.00	40.00	720.00
(2) Running Per 100 Copies.....	36	20.00	720.00	87.00	3132.00	14.00	504.00	25.00	900.00	50.00	1800.00	30.00	1080.00	18.00	648.00	21.00	756.00	6.00	216.00	12.00	432.00
I THREE RING BINDERS:																					
(a) Binders 1" capacity: Complete wit vinyl covering, sheet lifters, clear vinyl pockets and meta loose-leaf element, cost pe 100 binders.....																					
	20	240.00	4800.00	291.25	5825.00	410.00	8200.00	450.00	9000.00	225.00	4500.00	220.00	4400.00	325.00	6500.00	230.00	4600.00	250.00	5000.00	230.00	4600.00
(b) Binders 1-1/2" capacity: Complete wit vinyl covering, sheet lifters, clear vinyl pockets and meta loose-leaf element, cost pe 100 binders.....																					
	4	310.00	1240.00	355.00	1420.00	500.00	2000.00	615.00	2460.00	275.00	1100.00	310.00	1240.00	400.00	1600.00	345.00	1380.00	300.00	1200.00	345.00	1380.00
(c) Binders 2" capacity: Complete wit vinyl covering, sheet lifters, clear vinyl pockets and meta loose-leaf element, cost pe 100 binders.....																					
	2	420.00	840.00	422.50	845.00	545.00	1090.00	700.00	1400.00	450.00	900.00	450.00	900.00	475.00	950.00	480.00	960.00	450.00	900.00	480.00	960.00
(d) Binders 2-1/2" capacity: Complete wit vinyl covering, sheet lifters, clear vinyl pockets and meta loose-leaf element, cost pe 100 binders.....																					
	2	477.00	954.00	533.75	1067.50	675.00	1350.00	700.00	1400.00	500.00	1000.00	480.00	960.00	550.00	1100.00	530.00	1060.00	550.00	1100.00	530.00	1060.00
(e) Binders 3" capacity: Complete wit vinyl covering, sheet lifters, clear vinyl pockets and meta loose-leaf element, cost pe 100 binders.....																					
	2	531.00	1062.00	533.75	1067.50	910.00	1820.00	840.00	1680.00	550.00	1100.00	500.00	1000.00	625.00	1250.00	600.00	1200.00	700.00	1400.00	600.00	1200.00
(f) Binders 4" capacity: Complete wit vinyl covering, sheet lifters, clear vinyl pockets and meta loose-leaf element, cost pe 100 binders.....																					
	2	640.00	1280.00	1241.75	2483.50	990.00	1980.00	1225.00	2450.00	700.00	1400.00	590.00	1180.00	700.00	1400.00	650.00	1300.00	850.00	1700.00	650.00	1300.00
I PAPER: Per 100 leaves.																					
(a) White Offset Book (60 lb.).....	3946	1.30	5129.80	0.75	2959.50	0.65	2564.90	1.50	5919.00	2.50	9865.00	1.00	3946.00	0.65	2564.90	0.96	3788.16	1.30	5129.80	0.96	3788.16
(b) Colored Writing (20 lb.).....	122	1.21	147.62	1.34	163.48	0.85	103.70	1.00	122.00	2.75	335.50	1.20	146.40	0.95	115.90	1.11	135.42	1.50	183.00	1.11	135.42
(c) White Vellum Cover (65 lb.).....	40	6.00	240.00	2.77	110.80	2.25	90.00	4.00	160.00	10.00	400.00	3.00	120.00	3.00	120.00	4.00	160.00	4.80	192.00	4.00	160.00
(d) Colored Vellum Cover (65 lb.).....	32	5.35	171.20	2.93	93.76	2.00	64.00	5.25	168.00	15.00	480.00	3.20	102.40	3.50	112.00	5.12	163.84	6.00	192.00	5.12	163.84
I ADDITIONAL OPERATIONS:																					
(a) Document protectors; including the cost of inserting text into the protector, collating with text and/or dividers and inserting onto the binder element, pe 100 protectors.....																					
	8	48.00	384.00	20.00	160.00	12.50	100.00	30.00	240.00	50.00	400.00	20.00	160.00	35.00	280.00	30.00	240.00	80.00	640.00	30.00	240.00
(b) Shrink film wrap each set per 100 set.....																					
	6	25.00	150.00	25.00	150.00	25.00	150.00	20.00	120.00	50.00	300.00	10.00	60.00	25.00	150.00	17.00	102.00	60.00	360.00	17.00	102.00
(c) Computer time work, cost per hour.....																					
	4	64.00	256.00	55.00	220.00	65.00	260.00	50.00	200.00	25.00	100.00	30.00	120.00	160.00	640.00	40.00	160.00	80.00	320.00	50.00	200.00
CONTRACTOR TOTALS			\$46,032.76		\$55,088.20		\$34,478.60		\$90,083.00		\$45,784.50		\$33,098.00		\$30,198.20		\$38,019.42		\$56,962.80		\$35,239.90
DISCOUNT		5.00%	\$2,301.64	NET		NET		NET		NET		NET		0.25%	\$75.50	NET		1.00%	\$569.63	5.00%	\$1,762.00
DISCOUNTED TOTALS		20 days	\$43,731.14	30 days	\$55,088.20	30 days	\$34,478.60	15 days	\$90,083.00	30 days	\$45,784.50	15 days	\$33,098.00	20 days	\$30,122.70	10 days	\$38,019.42	20 days	\$56,393.17	20 days	\$33,477.90

AWARDED

Reviewed by: _____

U.S. GOVERNMENT PRINTING OFFICE
Seattle, Washington

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Loose-leaf and Binder Sets

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

**Department of the Interior
Bureau of Land Management
Boise, Idaho**

(And Other Government Agencies and Departments)

Single Award

The term of this contract is for the period

beginning January 1, 2015, and ending December 31, 2015

BID OPENING: Bids shall be publicly opened at 2 p.m., prevailing Seattle time, on December 18, 2014

CONTRACT TERM: The term of this contract is for one year (the base year), and four option years. Attention is directed to the clauses: "Economic Price Adjustment," and "Option to Extend the Contract Term."

Fill out and mail Section 4; Schedule of Prices; of this specification with a copy of the 910 form to: U.S. GOVERNMENT PRINTING OFFICE; 4735 E. Marginal Way South; Seattle; Washington; 98134. Mark your bid "ATTN: 1095-S" on the outside of the envelope.



The following web address will allow you to print a copy of the 910 form.
<http://www.gpo.gov/pdfs/vendors/sfas/bids910.pdf>



The following web address will allow you to print a copy of the current pricing abstract.
<http://www.gpo.gov/gpo/abstracts/abstract.action?region=Seattle> Scroll down and click on 1095-S. The spread sheet will be in a PDF format.

For information of a technical nature call Felicia Buchko, Ext. # 3, or email fbuchko@gpo.gov or call Ken Foster, Ext. # 7, or e-mail kfoster@gpo.gov, other questions should be directed to the contract administrator, Lautretz Moore, Ext. # 2, or e-mail lmoores@gpo.gov Phone: (206) 764-3726 (no collect calls).

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 Pub. 310.2, effective December 1, 1987 (Rev. 6/01)), and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979 (revised December 1992)).



<http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf> <http://www.gpo.gov/pdfs/vendors/sfas/qatap.pdf>

The above links will enable viewing of the most current versions of the afore mentioned documents.

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

Product Quality Levels:

- (a) Printing Attributes -- Level IV.
- (b) Finishing Attributes -- Level IV.
- (c) Exceptions: Quality Level III on multiple-ink color pages and halftone printing.

Inspection Levels (from MIL-STD-105):

- (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	Government furnished materials or average type dimension in publication.
P-8. Halftone match	Government furnished materials.
P-9. Solid and Screen Tint Color Match	Pantone Matching System.

SUBCONTRACTING: The predominant production function is press work.

OPTION EXTENSION OF CONTRACT TERM: The Government may extend the term of this contract by written notice to the contractor no later than 30 days before the contract expires. If the Government exercises this option, the extended contract will include all provisions herein. The total duration of this contract, including the exercise of any options, will not exceed five years.

FACSIMILE BIDS: The solicitation provision in GPO Contract Terms (Pub. 310.2) permitting facsimile bids means a bid that has been transmitted to and has been received by a commercial enterprise via facsimile and subsequently delivered to the Government. **Facsimile bids transmitted to GPO offices will not be considered.**

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 prices be revised to exceed the maximum permissible under any law existing as of the date of the contract or as may be hereafter promulgated.

Price adjustment period: For the purpose of this clause, the program years shall comply with the Contract Term clause on page 1. There shall be no price adjustment for orders placed during the first program year of this contract.

Price adjustment: The prices shall be adjusted on the basis of the "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, in the following manner:

- (1) The contract price of orders placed during the adjusted period (excluding reimbursable postage or transportation costs) shall be adjusted by the percentage increase or decrease in the average, seasonally adjusted Consumer Price Index as follows: An index shall be calculated by averaging the 12 seasonally adjusted months ending 3 months prior to the expiration of the first program year of the contract. This average is then compared with the average index for the 12-month period ending 3 months prior to the beginning of the contract, called the base index. The percentage increase or decrease by comparing these two indexes shall be applied to the contractor's invoices for orders placed during the price adjustment period.
- (2) **The Government will notify the contractor in writing of the percentage increase or decrease to be applied** to any invoices to be submitted for orders subject to price adjustment in accordance with this clause. Such percentage will be determined from the published index as set forth above. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs. Any applicable discounts will be calculated on the basis of the invoice price as adjusted.

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

LIMITATION OF PERFORMANCE AND CONTRACTOR OBLIGATIONS: Funds are available for performance of this contract for the first program period only. The amount of funds available at award is not considered sufficient for the performance required for any program period other than the first program period. When additional funds are available for the full requirements of the next succeeding program period, the Contracting Officer shall, not later than the date specified in the "Options" clause (unless a later date is agreed to), so notify the contractor in writing.

The Government's obligation to the contractor, as specified and limited under this contract, extends only to work under program period requirements for which funds have been made available and as obligated by each print order.

The contractor is not obligated to incur costs for the performance required for any program period after the first unless written notification is received from the Contracting Officer of an increase in availability of funds. If so notified, the contractor's obligation shall increase only to the extent contract performance is required for the additional program period for which funds have been made available.

If this contract is terminated under the "Termination for the Convenience of the Government" clause "total contract price" in that clause means the amount available for performance of this contract, as provided for in this clause. The term "work in process" in that clause means the work under program period requirements for which funds have been made available. If the contract is terminated for default, the Government's rights under this contract shall apply to the entire multiperiod requirements.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct a pre-award survey or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

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 this contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under this contract from January 1, 2015 through December 31, 2015. All print orders issued hereunder are subject to the terms and conditions of this contract. This contract shall control in the event of conflict with any print order. When mailed, a print order shall be "issued" for purposes of this contract at the time the Government deposits the order in the mail.

PAYMENT: Submit all vouchers to: Comptroller, Stop FMCE, Financial Management Service, U.S.



Government Printing Office, Washington D.C., 20401. Using the GPO barcode cover sheet and faxing your invoice to GPO is the fastest and safest method of being paid. Your voucher goes directly into the electronic database of vouchers and is scheduled for payment. The following website address will allow you to create the GPO payment barcode cover page. <http://winapps.access.gpo.gov/fms/vouchers/barcode/>

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.

RECOVERED MATERIALS PROGRAM: The Government Printing Office is promoting the use of recovered materials in its contracts to the maximum extent practicable, provided all specification requirements are met. Offerors are encouraged to supply paper and paper products that contain recovered materials even in the absence of a specific solicitation provision or contract clause requiring such materials.

Recovered materials shall mean "recovered fiber" or "postconsumer recovered fiber" as defined in "Government Paper Specification Standards No. 12," published by the Joint Committee on Printing. However, when used in conjunction with the cotton/linen content of paper, "recovered fiber" means a postconsumer fiber and "recovered material" means a preconsumer fiber.

By submission of a bid or offer, or by substantial performance on a small purchase, the offeror certifies that the paper to be supplied contains at least the minimum percentage of recovered materials in the paper products as specified. This certification concerns a matter within the jurisdiction of an agency of the United States, and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001. The Government reserves the right to require proof of such certification prior to first delivery and thereafter as may be otherwise provided for under the provisions of the contract.

When the use of recovered materials is specified, the contractor shall maintain manufacturer/mill accounting and record summaries on the fiber weight content used as feed stock, for the purposes of Government audit, that will verify (a) the contractor's certification of the minimum percentage of recovered materials used in the performance of the contract, (b) that the paper and paper products are in compliance with the specification requirements, and (c) the paper is manufactured in accordance with the Environmental Protection Agency (EPA) Paper Products Recovered Materials Advisory Notice (61 FR 26985, May 29, 1996) whether the products are manufactured by the contractor or another paper mill. The contractor, if not the manufacturer, shall obtain this information from the paper manufacturer. The contractor shall maintain, and make available to the Government, these documents for one year after the expiration of the contract. Nothing in this clause shall excuse the contractor from furnishing the specified paper.

The contractor warrants that the paper prices set forth in this contract do not include any allowance for any contingency to cover anticipated increased costs of paper to the extent such increases are covered by this price adjustment clause.

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of binders with inserts, text pages, and dividers requiring such operations as composition, printing/copying, die-cutting, binding, packing, and delivery

TITLE: Loose-leaf and Binder Sets

FREQUENCY OF ORDERS: Approximately 18 orders per year.

QUANTITY: Approximately 200 sets per order.

NUMBER OF PAGES: Approximately 226 pages per set.

Orders may include 3-ring binders, tabbed dividers and text pages; or, text pages and tabbed dividers only.

One 3-ring binder with page lifters and cover inserts.
Approximately 11 tabbed dividers per set on all orders.
Approximately 2 orders will require 2 document protectors per binder.

TRIM SIZES: Binders; slant "D" ring; 3 ring element with a 1 to 4 inch capacity.
Binder cover inserts have a suitable width to fit binder face and back pockets, with a height of 11".
Binder spine insert to have a suitable width to fit binder spine pockets, with a height of 11".
Text; 8-1/2 x 11".
Tabbed dividers; 8-1/2 x 11" + 1/2" tab = 9 x 11".
Document protectors; 9-1/4 x 11".

GOVERNMENT TO FURNISH:

Electronic media both IBM and/or Macintosh compatible. Native files could include but not limited to: CorelDraw, PhotoShop, PageMaker, InDesign, and QuarkXPress, MSWord. Software will be in a variety of versions. Printer fonts will be provided on the file. The contractor must have the current versions and upgrade as they become available.

Camera copy consisting of line art, photographs, including reprint samples, to be reproduced at various focuses.

Typewritten manuscript copy.

Assembly sheets.

Print orders.

Halftone film and line negatives.

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.

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.

The contractor must provide website information allowing the ordering agencies to post and retrieve Government furnished materials and proofs 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 ordering 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 minor repairs and/or corrections 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.**

COMPOSITION: Small amounts of composition required with a minimum 1200 DPI.

Orders may require the setting of a few lines of type for the tabs of tabbed dividers in a same, or similar, typeface. Some orders may require small amounts of typesetting on text or cover pages.

The entirety of composition must be identical throughout the products ordered under these specifications.

The successful bidder must provide the ordering agency with specimens or a complete listing of typefaces and sizes which are available for use under this contract.

PROOFS: None required, however the contractor will be responsible for performing all necessary proofreading to insure that the final product is in conformity with the manuscript copy submitted.

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.
http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf.



Color of paper furnished shall be of a uniform shade and a close match by visual inspection of the JCP. 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.

All text paper used in each copy must be of a uniform shade.

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

Binders:

Black vinyl covering and clear vinyl pockets over No. 1 quality binder's board, 0.100" thick, plus or minus 0.0025".

Binder inserts (covers and spines):

White or Colored Vellum Finish Cover, basis size 20 x 26", 65 lbs. per 500 sheets, equal to JCP Code L20.

Text:

White Offset Book, basis size 25 x 38", 60 lbs. per 500 sheets, equal to JCP Code A60.

Colored Writing, basis size 17 x 22", 20 lbs. per 500 sheets, equal to JCP Code D10.

Tabbed dividers:

White Index, basis size 25-1/2 x 30-1/2", 110 lbs. per 500 sheets, equal to JCP Code K10.

Document protectors to fit into the rings of a 3-ring binder:

Clear vinyl, thickness must be strong enough to withstand normal usage with up to 60 text leaves inserted into protector.

FILMS: Film production is not required. Black and white photographs are to be reproduced as finished halftones. All halftones are to be 133-line, or finer.

PRINTING: Binders; no printing.

Binder cover sets will consist of a front cover leaf, suitable spine leaf and back cover leaf which will print face only in a single ink color. Some of the orders will include surface tinting which will bleed all sides. A Pantone Number will be indicated on the Print Order when a colored ink is required. Most cover sets will print cover one face only and the spine cover face only.

Text; print face only and/or face and back in black. Tabbed dividers; print face only and/or face and back in black ink on tab with no body copy.

Assembly sheets will be provided for printing and collating.

BINDING: Sets are to be collated with text pages, tabbed dividers and page protectors as required.

Text and tabbed dividers: Drill three 3/8" diameter holes centered on the 11" side, 4-1/4" center to center. Center of holes to be 3/8" from left edge of product.

Cover sets will not drill.

When required insert text, tabbed dividers and page protectors onto the rings, in each binder and cover inserts into binder pockets.

CONSTRUCTION:

Binders:

Vinyl covering and clear vinyl pockets shall be electronically/ dielectrically heat sealed over No. 1 quality binders boards, 0.100" thick, plus or minus 0.0025" forming securely sealed edges all around the binder and on each side of the backbone, as hinges. Binders boards to have smooth edges, and the outer corners round cornered. Grain of boards must be parallel to the short dimension. The concealed backbone to be securely riveted to the metal loose-leaf element with no free play, by not less than two metal rivets. Extruded clear vinyl pocket closures at the outside edge of front and back covers plus backbone.

Metal Loose-leaf Element--Standard base element with three slant "D" shaped rings of from 1 to 4 inch capacity, spaced 4-1/4-inch center to center equipped with opening and closing levers at each end. Metal element must be of standard weight and thickness and machine finished, no rough edges; opening/closing levers must not extend beyond the edge of the binder and must have a firm action, no free play. All exposed metal parts shall be nickel plated and corrosion resistant. The two exposed rivet heads on the backbone to be black.

Each binder to be equipped with two full length plastic sheet lifters. All corners rounded.

Tabbed dividers:

Reinforcement at bind edge: Clear Mylar, at least 9/16" wide, along the full length of the bind on one side of the sheet. The material must adhere firmly to the paper and stay secured through normal usage. Holes must be within area of reinforcement.

Reinforcement at tabs: Reinforce both sides of tab with clear Mylar or acetate, at least 3/4" wide. The material must be fused solid to the tabs and remain secured during normal usage.

Contractor's option: Tabs may be dip coated or laminated. Binding edge may be dip coated, laminated, or the fold-over type.

Die-cutting: Tabbed dividers will be of standard "tab-cuts"; i.e. 1/3, 1/4, 1/5, 1/8, and etc.

MARGINS: Margins will be as indicated on the print order or furnished copy. Usually adequate gripper, except orders that require surface tinting on covers/spines.

PACKING: Each shipping container must not exceed 45 pounds when fully packed.

Shrink film wrap per set when indicated on the print order. Approximately 3 orders will require shrink film wrapping. Each set will be shrink film wrapped with the cover set on top of the text and inserted tabbed dividers and/or inserted document protectors.

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

DISTRIBUTION: Deliver f.o.b. destination to:

Department of the Interior
Bureau of Land Management, NIFC
3833 South Development Ave.
Boise, Idaho 83705

All expenses incidental to picking up and returning of Government furnished materials 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).

No definite schedule for pickup of material can be predetermined.

It is anticipated that complete production will be required in from 10 to 30 workdays.

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 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)
I. (a)	4,068	8,136
(b)	198	396
(c)	18	36
II. (a)		20
(b)		4
(c)		2
(d)		2
(e)		2
(f)		2
III. (a)	3,946	
(b)	122	
(c)	40	
(d)	32	
IV. (a)		8
(b)		6
(c)		4

SECTION 4.- SCHEDULE OF PRICES

SUBMISSION OF OFFERS AND EVALUATION: The offer shall be based upon supplying paper that meets or exceeds the minimum percentage of waste paper for as required by this solicitation. By submission of an offer, offerors are certifying that the paper to be supplied contains at least the minimum percentage specified.

This certification concerns a matter within the jurisdiction of an agency of the United States, and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

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) or blank spaces for an item may be declared nonresponsive.

Bidder must make an entry in each of the spaces provided. Bids submitted with blank spaces, or with any obliteration, revision, or alteration of the order and manner of submitting bids, 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. PRINTING, BINDING AND DISTRIBUTION: Prices quoted shall include the cost of all required materials and operations necessary for the composition, printing, collating, drilling, binding, and distribution of the product listed in accordance with these specifications.

	(1) Makeready and/or Setup (1)	(2) Running Per 100 Copies (2)
(a) <u>Text pages:</u> Printing in black ink, to include the cost of drilling, collating and inserting into binders when required, per page.	\$ _____	\$ _____
(b) <u>Tabbed dividers:</u> Printing 1 or 2 sides in black ink, to include the cost of paper, die-cutting, drilling, collating, and inserting into binders when required, per divider.	\$ _____	\$ _____
(c) Binder cover sets; front, back and spine leaves, printing in a single ink color, per set.	\$ _____	\$ _____

Initials

II. THREE RING BINDERS: Prices quoted shall include the cost of all required materials and operations necessary for the complete construction and distribution of the binders in accordance with these specifications.

- (a) Binders 1" capacity: Complete with vinyl covering, sheet lifters, clear vinyl pockets, and metal loose-leaf element, cost per 100 binders. \$_____.
- (b) Binders 1-1/2" capacity: Complete with vinyl covering, sheet lifters, clear vinyl pockets, and metal loose-leaf element, cost per 100 binders. \$_____.
- (c) Binders 2" capacity: Complete with vinyl covering, sheet lifters, clear vinyl pockets, and metal loose-leaf element, cost per 100 binders. \$_____.
- (d) Binders 2-1/2" capacity: Complete with vinyl covering, sheet lifters, clear vinyl pockets, and metal loose-leaf element, cost per 100 binders. \$_____.
- (e) Binders 3" capacity: Complete with vinyl covering, sheet lifters, clear vinyl pockets, and metal loose-leaf element, cost per 100 binders. \$_____.
- (f) Binders 4" capacity: Complete with vinyl covering, sheet lifters, clear vinyl pockets, and metal loose-leaf element, cost per 100 binders. \$_____.

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

- (a) White Offset (60 lb.), per 100 leaves. \$_____
- (b) Colored Writing (20 lb.), per 100 leaves. \$_____
- *(c) White Vellum Cover (65 lb.), per 100 leaves. \$_____
- *(d) Colored Vellum Cover (65 lb.), per 100 leaves. \$_____

*** A maximum of two cover weight leaves of stock may be charge for each cover set consisting of a front, back and spine.**

IV. ADDITIONAL OPERATIONS:

- (a) Document protectors; including the cost of inserting text into the protector, collating with text and/or dividers and inserting onto the binder element, per 100 protectors. \$_____
- (b) Shrink film wrap each set, per 100 sets. \$_____
- (c) Computer time work, cost per hour. \$_____

Initials

BIDDER'S NAME AND SIGNATURE: Fill out and return all pages in "Section 4.- Schedule of Prices" and, initial or sign each in the space provided, and submit with GPO Form 910, "Bid". Only the original is required. 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