

ITEM NO.	DESCRIPTION	BASIS OF AWARD	SCN Worldwide LLC 220-78335		SIMILAR/ESTIMATE	
			UNIT RATE	COST	UNIT RATE	COST
I.	<b>PAGE DEVELOPMENT:</b> The price quoted must be all inclusive for page construction and design verification; including typesetting, proofs, color breaks, litho-codes, skunk marks, response bubbles and timing tracks.					
(a)	<b>DEVELOPMENT:</b> Typesetting, proofs, litho codes, timing tracks and color breaks. <b>per page</b>	72	191.00	\$ 13,752.00	133.33	\$ 9,599.76
II.	<b>PRINTING, BINDING AND DISTRIBUTION:</b> The prices quoted must be all inclusive for plate-making, proofing, printing, binding, packing and delivery as required in accordance with these specifications.					
(a)	Printing on 24 LB White Stock. Saddle stitched: Printing each page in two ink colors; includes numbering, perforating and stock.					
(1)	Makeready and/or Setup <b>per page</b>	72	94.71	\$ 6,819.12	124.71	\$ 8,979.12
(2)	Running <b>per 1,000 pages</b>	2880	36.68	\$ 105,638.40	23.55	\$ 67,824.00
III.	<b>ADDITIONAL OPERATIONS:</b> The bids for each of the following operations must include the cost of all required materials and operations.					
(a)	Shrink film packaging. <b>each package</b>	4800	0.54	\$ 2,592.00	0.40	\$ 1,920.00
(b)	Converting the final product to series of multiple page TIFF files (the number of pages in the multiple page TIFF depends on the form, maximum of 4 pages). <b>per TIFF file</b>	18	191.00	\$ 3,438.00	97.33	\$ 1,751.94
(c)	Custom form definition programming to revise Software to read revised mark-sense forms. <b>per form</b>	1	900.00	\$ 900.00	300.00	\$ 300.00
					EPA	8.70%
CONTRACTOR TOTALS				\$ 133,139.52		\$ 98,237.43
DISCOUNT				\$ -		\$ -
DISCOUNTED TOTALS				\$ 133,139.52		\$ 98,237.43

AWARDED

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

Program 3035-S  
Specifications by FB  
Reviewed by TN

U.S. GOVERNMENT PUBLISHING OFFICE  
Northwest Region

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

*Optical Mark Read Pamphlets*

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

Dept of Health and Human Resources, NIH  
Women's Health Initiative

Single Award

**TERM OF CONTRACT:** The term of this contract is for the period beginning November 1, 2025 and ending October 31, 2026, 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 virtually at 1:00 p.m., Eastern Time (ET), on October 9, 2025 at the U.S. Government Publishing Office. All parties interested in attending the bid opening shall email [bids@gpo.gov](mailto:bids@gpo.gov) one (1) hour prior to the bid opening date and time to request a Microsoft Teams live stream link. This must be a separate email from the bid submission. The link will be emailed prior to the bid opening.

**BID SUBMISSION:** Bidders must email bids to [bids@gpo.gov](mailto:bids@gpo.gov) for this solicitation. No other method of bid submission will be accepted at this time. The program number and bid opening date must be specified in the subject line of the emailed bid submission. *Bids received after the bid opening 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

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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.

**THIS IS A NEW PROGRAM. THERE IS NO ABSTRACT AVAILABLE.**

For information of a technical nature, contact [infonorthwest@gpo.gov](mailto:infonorthwest@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>

**SUBCONTRACTING:** The provisions of GPO Publication 310.2 are modified to permit subcontracting of the printing.

Contract is for design of and guarantee that the form will be readable on Scantron equipment. Print function may be sub-contracted.

**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>
P-7. Type Quality and Uniformity	Average type dimension in publication
P-9. Solid and Screen Tint Color Match	Pantone Matching System book

Special Instructions: The forms shall read continuously on the specified scanner. The rejection rate due to manufacturing deficiencies shall not exceed 0.65 percent of the items when run on Scantron Insight 30 and Insight 700c Scanners. A form is a reject when it cannot be correctly processed on the first pass through the specified equipment. Acceptability of the lot for readability shall be based on the number of rejected items in a sample of the size specified in ANSI/ASQC Z1.4, General Inspection Level II, with AQL equal to 0.65 percent. For evaluation of readability, the sampling unit of products shall be an individual form. Readability tests are independent of tests and evaluations of all other product characteristics. At the option of the Government, the sample may consist of sequential items from one or more portions of the lot rather than a random sample.

**FORM RELATED CRITICAL DEFECTS:**

1. Deviation of position of machine-readable elements by more than plus or minus 0.010" from the specified standard in either horizontal or vertical direction.
2. Variation in the trim of registration edge by more than 0.005" from the nominal. This shall be immediately evident from the trim marks.
3. Any single measurement of infrared print contract of the dropout ink greater than the maximum infrared print contract signal for the specified ink, if applicable.
4. Average of at least 3 readings of visual print contrast of the dropout ink less than the minimum visual print contrast signal for the specified ink, if applicable.
5. Greater than plus or minus 0.05 infrared print contract signal on any form.
6. Ink density less than minimum specified, if applicable.

**CRITICAL DEFECTS:** The Government reserves the right to reject any lot produced containing variations in grid uniformity of machine-readable elements greater than plus or minus 0.004" in either horizontal or vertical direction.

**CONTRACTOR TEST AND INSPECTION:** The contractor is responsible for any inspections and tests required to ensure that the supplies provided under the contract conform to the specifications and contract requirements listed herein. The right of the Government to perform inspections and tests does not relieve the contractor from this responsibility. Inspection shall be made by the contractor of a representative sample of finished items to determine compliance with specifications. The sampling and inspection may be performed during the course of the production run.

The contractor shall maintain records of all inspections and test performed on the supplies provided under the contract. The contractor shall save all records of these inspection and tests for a minimum of 120 days after delivery. The contractor agrees to make available for inspection by the Government all records of these inspection and test.

**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 five (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 November 1, 2025 to October 31, 2026, 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 July 31, 2025, 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.

**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.

**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 November 1, 2025 through October 31, 2026 plus for such additional period(s) as the contract is extended. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be "issued" upon notification by the Government for purposes of the contract when it is electronically transmitted or otherwise physically furnished to the contractor in conformance with the schedule.

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

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

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

Orders issued during the effective period of this contract and not completed within that time shall be completed by the contractor within the time specified in the order, and the rights and obligations of the contractor and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract.

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

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

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the "Ordering" clause of this contract.

**PAYMENT:** 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>.

Contractor's billing invoice must be itemized in accordance with the items in the "Schedule of Prices."

Optical Mark Read Pamphlets  
3035-S (10/26)

## SECTION 2.- SPECIFICATIONS

**SCOPE:** These specifications cover the production of Optical Mark Read Pamphlets, to be processed on Scantron Insight 700c and Insight 30 Scanners, requiring such operations as printing, binding, packing, and distribution.

**NOTE:** Production must be achieved by offset printing process. Reproduction by copying or direct image masters is not acceptable.

Background images must be sent to the agency as email attachments no later than the shipment date for the paper forms. They must accommodate drop-out colors that meet the operational specifications for the Scantron Insight 30 and Insight 700c Scanners.

The background images must be TIFF files with the following dimension:

Width: 2550 pixels

Height: 3300 pixels

Resolution: 300 dpi

Bit depth: 4

**TITLE:** Optical Mark Read Pamphlets

**FREQUENCY OF ORDERS:** Approximately 10-15 orders per year. An average of 12 orders per year.

**QUANTITY:** It is anticipated that there could be a range from 30,000 to 50,000 copies, with an average of 40,000 copies. An occasional order may have up to 100,000 copies.

**NUMBER OF PAGES:** Approximately 2 to 12 pages per item, with an average of 6 pages.

All orders will be self-cover publications.

**TRIM SIZE:** 8-1/2 x 11"

**GOVERNMENT TO FURNISH:** Government Furnished Materials available via email or contractor's FTP site.

Manuscript copy.

Specifications and PDF files of the form.

Electronic media available via email. Software could include but not be limited to: PDF files. Software will be in a variety of versions. The contractor must have the current versions and up-grade as they become available.

Print Orders (GPO Form 2511).

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.

The contractor is required to provide a place for storage of all Government Furnished Material and originals with the ability of retrieving needed materials for subsequent usage as needed. Upon completion of the contract, all originals and Government Furnished Material must be returned to the ordering Department.

**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.

Optical Mark Read Pamphlets  
3035-S (10/26)

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

When required, upon completion of 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. (The Government will accept PDF files as digital deliverables when furnished by the Government.)

**DEVELOPMENTAL:** Page construction includes composition (an average of 40 type lines and rules per page), underlaying tint screens, providing simple color breaks (in two colors of ink), proofs, litho-codes, skunk marks and timing tracks.

Litho-codes may be as long as 24 response positions. All litho-codes will be .125 x .125" in size.

Timing track and response positions must have a +/- .010" in relation to the guide edge.

When required by the agency the contractor to convert the final product to series of multiple page TIFF files (the number of pages in the multiple page TIFF depends on the form, maximum of 4 pages) and arrange transmission to the agency via email or contractor's FTP site.

**COMPOSITION:** The entirety of composition must be identical throughout the product(s) ordered under these specifications.

Composition must be 1,200 DPI or finer.

Small amounts of type setting will be required due to revisions on some orders.

The agency may require assistance in the developing and optimizing the design of new forms. The agency may provide rough design concepts or may provide manuscript copy. The contractor will produce a comprehensive layout by adding all other required elements, which may include but not be limited to line art, tint screens, skunk marks, timing marks and response bubbles. The contractor will work with the agency to identify and address any special forms requirements dictated by the scanner and application. The contractor will verify the suitability of new and existing designs for satisfactory performance. The agency will have the final approval of the forms design, layout and wording.

**Form Definition Programming:** The agency may require modification to the scanning program which reads the completed form, collects the data and outputs it into a format which can be analyzed. The contractor will work with the agency to ensure the form definition developed meets the agency system requirements and correctly scans the form. Once the Form Definition program is complete, it will be emailed to appropriate agency personnel along with instructions for installation.

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**PROOFS:** When required the contractor must 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. Proofs must show all elements in their proper position and show color breaks. Proof will not be used for color match.

When proofs are required, they shall be emailed to the address indicated on the print order. Contractor must call agency contact on print order to confirm receipt of proof.

When proofs are required the contractor must not print prior to receipt of an "OK to print."

**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 color sample(s) and/or Pantone number(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 sample(s) and/or Pantone number(s) specified.

All paper used must meet the specifications for OMR and imaging on Scantron Insight 30 and Insight 700c scanners.

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

White Optical Character Recognition (OCR) Bond, basis weight: 24 lbs. per 500 sheets, 17 x 22", equal to JCP Code O-25.

**PRINTING:** Print head to head in two ink colors. Printing consist of type, line, flat screen tints; close registration is required.

Numbering is required on all orders. Numbering must be 3/16" to 1/4" high. Number one side of each 11 x 17" press sheet in two positions. Example of numbering on a 12 page booklet: Pages 1, 12; 3, 10; and 5, 8. Numbers will consist of 6-8 digits; identical numbers will appear on each page numbered, per book. Numbers will run sequentially per books; no missing numbers. Example of numbering books per order: 110,000 through 134,399 equal 24,400 books.

**INK:** Black non-reflective ink having a high carbon content for timing marks, numbering and litho coding. The black image must be constantly watched to insure a heavy lay of pigment. Equally important is the need to avoid offsetting in the delivery pile. Any smudges whatsoever, in the timing track area are unacceptable.

Non-reflective black ink must have a 70% print contracts signal (PCS) less than the PCS of the stock, as read with a Kidder 081 Optical Tester.

Colored inks must be reflective and have a PCS no less than 20% of the stock's PCS, as read with a Kidder 081 Optical Tester. These inks are generally described as "non-actinic" or "non-reproducing" and must not contain any carbon or metallic components. Since the non-reproducing properties of ink are not generally classified, the choice of an ink requires individual testing to evaluate its reflectiveness.

Match Pantone number as indicated on the print order.

All inks must be compatible with the Scantron Insight 30 and Insight 700c Scanners.

Reproduction by copying or direct image masters will not be accepted under this contract.

**MARGINS:** Margins will be as indicated on the print order or furnished copy.

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**BINDING:**

**Saddle-Stitched Products:** Saddle-wire stitch with two wire stitches along 11" way and trim three sides.

Most orders require perforation of leaf, 3/8" from the binding edge, along the entire binding edge dimension, when indicated on the print order.

**PACKING:** When indicated, shrink film wrap as indicated on the print order; usually in 50's.

Pack suitable quantities per shipping container.

A copy of the packing slip indicating destinations and number of boxes sent must be sent to the ordering agency in Seattle, WA.

Shipping containers shall not exceed 20 pounds when fully packed.

**LABELING AND MARKING (Package and/or Container label):** Each package must be clearly labeled with the GPO jacket, purchase order, and print order numbers, and the number or title of the product to which the proofs apply.

Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from gpo.gov, fill in appropriate blanks, and attach to shipping containers.

**DISTRIBUTION:** Ship f.o.b. contractor's city. The contractor will be reimbursed for shipping charges by submitting shipping receipts with the payment voucher. Multiple destinations nationwide per order. All shipments require an inside delivery.

All expenses incidental to returning materials, 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.

No definite schedule for availability of Government furnished material can be predetermined.

Schedule will begin the workday after notification of the availability of print order and furnished material.

Delivery of emailed proofs will be the contractor's responsibility.

The proof will be held no more than 3 workdays.

Complete production and shipment must be made within 20 to 30 workdays.

The ship/deliver date indicated on the print order is the date products ordered MUST be shipped to the destination or destinations indicated.

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 offered in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce one (1) year's production 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 under this contract.

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

**I.**        (a)            72

**II.**       (a) (1)        72  
              (2)        2880

**III.**      (a)        4800  
              (b)        18  
              (c)        1

**SECTION 4.- SCHEDULE OF PRICES**

Bids offered are f.o.b. contractor's city.

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.

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 1,000 will be prorated at the per 1,000 rate.

Contractor's billing invoices must be charged in accordance with the line items in the "Schedule of Prices."

**I. PAGE DEVELOPMENT:** The price quoted must be all inclusive for page construction and design verification; including typesetting, proofs, color breaks, litho-codes, skunk marks, response bubbles and timing tracks.

**(a) DEVELOPMENT:**

Typesetting, proofs, litho codes, timing tracks and color breaks..... per page..... \$ \_\_\_\_\_

**II. PRINTING, BINDING AND DISTRIBUTION:** The prices quoted must be all inclusive for plate-making, proofing, printing, binding, packing and delivery as required in accordance with these specifications.

**(a) Printing on 24 LB White Stock.**

Saddle stitched: Printing each page in two ink colors; includes numbering, perforating and stock.

(1) Makeready and/or Setup..... per page..... \$ \_\_\_\_\_

(2) Running..... per 1,000 pages..... \$ \_\_\_\_\_

**III. ADDITIONAL OPERATIONS:** The bids for each of the following operations must include the cost of all required materials and operations.

**(a) Shrink film packaging..... each package..... \$ \_\_\_\_\_**

**(b) Converting the final product to series of multiple page TIFF files  
(the number of pages in the multiple page TIFF depends on the form,  
maximum of 4 pages)..... per TIFF file..... \$ \_\_\_\_\_**

**(c) Custom form definition programming to revise  
Software to read revised mark-sense forms..... per form..... \$ \_\_\_\_\_**

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

RETURN THIS PAGE TO bids@gpo.gov

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**SHIPMENTS:** Shipments will be made from: City \_\_\_\_\_ State \_\_\_\_\_.

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

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**THIS SECTION FOR GPO USE ONLY**

Certified by: \_\_\_\_\_ Date: \_\_\_\_\_ Contracting Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(Initials) \_\_\_\_\_ (Initials) \_\_\_\_\_

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