

U.S. GOVERNMENT PUBLISHING OFFICE
Virginia Beach, Virginia 23462

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

CD/DVD Products

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

DLA Document Services
Jacksonville, FL

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning Date of Award, and ending **October 31, 2021**, plus up to four (4) optional 12-month extension periods that may be added in accordance with the “OPTION TO EXTEND THE TERM OF THE CONTRACT” clause in Section 1 of this contract.

BID OPENING: Bids shall be opened at **11:00 a.m.**, prevailing Eastern Standard Time **November 5, 2020** at the U.S. Government Publishing Office, Virginia Beach Regional Office, 291 Independence Blvd., Suite 401, Virginia Beach, VA 23462. Due to COVID-19, this will NOT be a public bid opening.

Any questions before award concerning these specifications call Joy Gooden (757) 490-7942. NO COLLECT CALLS. After award, refer all questions to your Contract Administrator whose name appears in the upper portion of the Purchase Order.

BID SUBMISSION: Due to the COVID-19 pandemic, the physical office of Virginia Beach Regional Office will NOT be open. Based on this, bidders MUST submit email bids to bidsvirginiabeach@gpo.gov for this solicitation. No other method of bid submission will be accepted at this time. The jacket number and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after **11:00 a.m.** on the bid opening date specified above will not be considered for award. Only email the pages of SECTION 4 (pages 16, 17, and 19) of these specifications, with all of the information completed as requested.

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

- 1) Illegibility of bid.
- 2) Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
- 3) The bidder’s email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO’s stated limit.
- 4) When the email bid is received by GPO, it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the emailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the email is received by GPO’s email server as the official time stamp for bid receipt at the specified location.

Abstract of previous procurement for 2385-S, contract prices are available at

[http://www.gpo.gov/gpo/abstracts/abstract.action?region=Virginia Beach](http://www.gpo.gov/gpo/abstracts/abstract.action?region=Virginia%20Beach)

For information of a technical nature, contact Joy Gooden at jgooden@gpo.gov or (757) 490-7942.

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 1987 (Rev. January 2018) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised September 2019).

GPO PUBLICATION. 310.2 IS AVAILABLE ON THE GPO WEB SITE AT

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>

GPO PUBLICATION. 310.1 IS AVAILABLE ON THE GPO WEB SITE AT

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.

GPO Contract Terms, Forms and Standards information for contractors can be found on the GPO website at <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards>.

DOING BUSINESS WITH GPO: Contractors wishing to do business with the GPO are referred to the GPO web site <http://www.gpo.gov/how-to-work-with-us/vendors/programs-for-vendors>, where one can register as a GPO contractor using the ‘**GPO Contractor Connection**’ link in accordance with the furnished instructions on this page.

NOTE: Prospective and existing GPO contractors are to note that as of January 1, 2008, all contractors seeking to do business with GPO must first complete and thereafter maintain the accuracy of their GPO Contractor Connection registration with the following mandatory taxpayer information boxes: “EIN/TIN #” Employer Identification Number of Taxpayer Identification Number): “Subject to Backup Withholding” (See IRS Form W-9, available for download at <http://www.irs.gov/pub/irs-pdf/fw9.pdf>) GPO will withhold payment of invoices for work completed by any contractor who fails to provide this tax data in GPO Contractor Connection. Such invoices will be declared ineligible for payment until all requirements for payment, including providing this tax data in GPO Contractor Connection, have been satisfied.

SUBCONTRACTING: The predominate production function for this procurement is the replication of the CD/DVDs and Printing in Quality Level III. It is important to note that the printing portion of this contract is as important as the disc replication portion. **Bidder who must subcontract either of these operations will be declared non-responsible. Duplication of CD/DVD’s will not be acceptable.**

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

Product Quality Levels:

- (a) Printing Attributes -- Level III.
- (b) Finishing Attributes -- Level III.
- (c) Exception -- Printing attributes do not apply to the disc label.

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 / Average Type Dimension in Publication

Prior to award, contractor may be required to provide information related to specific equipment that will be used prior to production.

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 "ECOMOMIC PRICE ADJUSTMENT" for authorized pricing adjustment(s).

OPTIONS: Whenever an option is indicated in the specifications, it is the Government's option, not the contractor's, unless it is specifically stated otherwise.

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

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

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from Date of Award to **October 31, 2021**, 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 30, 2021**, called the base index. The percentage change (plus or minus) of the variable index from the base index will be the economic price adjustment for the period being considered for adjustment.

The Government will notify the contractor by contract modification specifying the percentage increase or decrease to be applied to invoices for orders placed during the period indicated. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs and separately adjusted paper prices. Payment discounts shall be applied after the invoice price is adjusted.

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

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 pre-award 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.

NOTE: Prior to award the apparent low vendor must be able to show ability to produce the product in question and may be asked to supply samples of similar items.

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.

NOTIFICATION: The contractor may be notified on or before June 30 of each year of availability or non-availability of funds for subsequent periods. Cancellation may be effected if (i) the Contracting Officer notifies the contractor that funds are not available for the next year, or (ii) the Contracting Officer fails to notify the contractor that funds are available for the next year.

ORDERING: Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from Date of Award through **October 31, 2021**, 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", for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

SECURITY OF DATA: The contractor shall not release, or sell, to any person any technical or other data received from the Government under the contract; nor shall the contractor use the data for any purpose other than that for which it was provided to the contractor under the terms of the contract.

Items placed on this contract identified as "Restricted Distribution" on the print orders must be produced under conditions requiring the following:

1. All data and any physical products to include masters, intermediates, proofs, stampers, replications, are to be stored in a closed, secure area when not in use.
2. After production, all materials not delivered to the Government are to be destroyed by shredding, grinding, or any method that will prevent disclosure of contents, or reconstruction of data.
3. All electronic data is to be handled on a secure system not connected to a network.

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.

If any additional costs are incurred during the production of this job due to Government action (i.e. AA's), contractor is required to contact the Printing Specialist in writing for written approval before proceeding.

The contractor is cautioned not to perform any operation(s) or produce any product(s) for which a price has not been offered under the contract. Further, the contractor is not to accept print orders which are outside the scope of the contract. Any changes made to the print order MUST be confirmed in writing by the Contracting Officer, Virginia Beach GPO. If such orders are placed by the agency, and no Modification is received from the Virginia Beach GPO, the contractor is to notify GPO Virginia Beach immediately. Failure to do so may result in nonpayment.

NOTIFICATION OF SHIPMENT: For each order placed, the contractor must notify the ordering agency on the same day that the product ships via e-mail sent to infovirginiabeach@gpo.gov and **the Point of Contact who submitted the 2511**; and *(or to the address furnished on the Print Order)*. The subject line of this message shall be "Distribution Notice for Jacket XXX-XXX, P.O. E-XXXX, Program 2385S, 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.

WARRANTY: The provisions of article 15, "Warranty", of Contract Clauses in GPO Contract Terms (Pub. 310.2, effective December 1, 1987, Rev. 6-01) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to one calendar year from the date the check is tendered as final payment, for all replications which prove to be defective in material, manufacture, or labeling. All other provisions remain the same.

RETURN OF GOVERNMENT FURNISHED PROPERTY: The contractor must deliver all material furnished by the Government or digital deliverables, together with one printed sample of each job to the address under "DISTRIBUTION." These materials must be packaged, properly labeled, and delivered separate from the job. The contractor must be able to produce a signed receipt for these materials at any time during the term of the contract.

CONTRACTOR CUSTOMER SERVICE REPRESENTATIVE: Contractor must have a customer service representative for this account available between the hours of 9 a.m. to 5 p.m. Eastern Standard Time. This person must be able to be accessed via phone, fax and e-mail. Representative must be able to address ALL aspects of the contract, including production status, as well as technical areas. Back up support to this representative must be available in the absence of the primary contact and to provide additional technical expertise. Government inquiries must receive a response within one hour.

RECEIPT FOR DELIVERY: Contractor must furnish their own receipts for delivery, and postal statements for mailing, as suitable. These receipts must include the GPO jacket, program, and print order numbers; total quantity shipped and/or delivered, number of cartons, and quantity per carton; date delivery made; and signature of the Government agent accepting delivery. The original copy of this receipts or other acceptable proof must accompany the contractor's billing for payment.

NOTE: Number of pieces listed on the postal receipts MUST match the number of recipients in the supplied distribution lists, with an accounting for undeliverables, etc.

PAYMENT: PLEASE SUBMIT BILLING PACKAGES WITHIN 30 DAYS OF DELIVERY.

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>

Facsimile transmission should only be used when no samples are required with the contractor's invoice, otherwise payment will be held up while the invoice is returned to the contractor for the required sample(s).

Contractor's billing invoice must be itemized in accordance with the line items in the "SCHEDULE OF PRICES" – SEE SECTION 4. Failure to itemize in accordance with the "SCHEDULE OF PRICES" may result in delayed payment.

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the replication of Compact Discs - Read Only Memory (CD-ROM) and Digital Versatile Discs-Read Only Memory (DVD-ROM) requiring the manufacturing of masters from Government furnished premastered CD-R's, and DVD-R's, replication of discs, printing of title on discs, printing of self-mailers, construction of self-mailers, insertion, packing and distribution.

TITLE: CD/DVD Products

FREQUENCY OF ORDERS: Based on current activity, approximately 8 to 15 orders per month, with up to 4 orders being placed in any one day. Approximately 80% of the orders will be for a one disc set.

QUANTITY: Approximately 90% of the orders placed on this contract will be for quantities of 1,000 to 10,000 discs. The remaining 10% of the orders will be for quantities under 1,000 discs or greater than 10,000 sets.

TRIM SIZE: Self-mailers 8 x 6" finished size, with a 0.19" spine. One, two, three, and four-disc mailers are required. Flat size is 15.97 x 12.19".

GOVERNMENT TO FURNISH:

CD and DVD Read Only Format. All Government-furnished data are premastered to conform with International Standard ISO 9660.

Electronic Media, PDF file for title information to appear on disc label and self-mailer.

One reproduction proof, Form 905 (R. 6/03), with labeling and marking specifications.

A Print Order (GPO Form 2511) will be e-mailed or faxed for each individual order. Print orders will generally be enclosed with furnished materials or sent via email. At the Government's option, print orders may be furnished as a hard copy, a faxed copy, or by secure FTP. Contractor must be able to accept via email.

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

WARNING: All electronic media provided by the Government, or any duplicates made by the contractor or their representatives, must be kept accountable and under reasonable security to prevent their unauthorized release. Discs are not to be duplicated in whole or part for any other purpose than to create material to be used in the performance of this contract. All duplicate media shall be degaussed or securely overwritten and any printouts and nonerasable media shall be destroyed by the contractor.

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 your contract administrator. Contractor must notify the Government as soon as necessary in order to comply with the shipping schedule.

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 Assurance Through Attributes Program (QATAP) quality level. Contractor must maintain the latest version of all programs and operating systems used in this contract as well as maintain backwards-compatibility.

When PostScript Files are not furnished - prior to making revisions, the contractor shall copy the furnished files.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product in accordance with these specifications.

I. CD-ROM -

DATA FORMAT VERIFICATION: Upon receipt of the input media, the contractor shall review the files for usability and completeness using **Eclipse Image Analysis (Version 10.0 or newer)**. The contractor shall verify compliance of each image with the requirements of ISO 9660/Joliet (for ISO images) or DDP 1.0 (for DDP images). The contractor shall immediately notify the Government of any problems with the furnished data files, including files which are damaged, unreadable, oversized, or not in compliance with ISO or DDP specifications. Any delay by the contractor in notifying the Government of defective furnished material will not release the contractor from meeting the delivery and distribution schedule.

STAMPER IDENTIFICATION MARKINGS: The contractor shall image the jacket and print order number in the variable character area unless the contractor is permitted to image other identification marks necessary for production in the VCI.

CD-ROM MANUFACTURING SPECIFICATIONS: Discs produced under this contract shall be 120 mm and 80 mm CD-ROMs as governed by the International Standards IEC 908 and Amendment, ISO 9660, and ISO 10149. All replica discs must equal or exceed the specifications set forth in the Sony/Phillips "Yellow Book" (Compact Disc Read-Only Memory System Description, Version May 1999) **with the exception of "DATA CAPACITY"** which is outside of the "Yellow Book" Specifications **where the contractor must be capable of producing CD-ROMs containing up to 80 minutes of user data**, (i.e. 805,920,000 bytes of data in mode 2) where the Track Pitch is not to be less than the minimum of 1.48 microns and Scanning Velocity is not to be less than the minimum of 1.19 meters/second. Other specifications of note:

Metalizing: The reflective layer shall be completely sealed with lacquer on both the inner and outer edges of the disc.

Modulation Amplitude: The relationship between I_3 and I_{top} shall be: $0.35 \leq I_3/I_{top} \leq 0.7$. The relationship between I_{11} and I_{top} shall be: $I_{11}/I_{top} \geq 0.65$.

Signal Symmetry: The absolute value of the symmetry shall be between 5 and -15%.

Block Error Rate (BLER): Block Error Rate (BLER) may not exceed 120 when averaged over any one second interval; BLER may not exceed 35 when averaged over the entire User Data Area.

Push-Pull: Not to be less than .30

Cross-Talk: Not exceed 50%

CD-ROM QUALITY CONTROL: Each delivered replicate must meet or exceed the requirements of these specifications. In addition the contractor must compare a replica disc (at least one disc per unique content or job) to the master Government-furnished media using **Eclipse Image Verify (Version 10.0 or newer)** to:

1. Verify the integrity of all user data against the original Government-furnished media
2. Verify the integrity and consistency of the Table of Contents, sub code data and ROM formatting.
3. Verify the absence of "read retries" or C2 failures during high-speed comparison test.

CD-ROM PRODUCT TESTING: The contractor will be required to test a CD-ROM replica (at least one disc per unique content or job) for compliance to the specifications of this contract, using a Datarius CS4 system or a CATS SA3 replica player that is calibrated to a reference of the Phillips 5B3 calibration set. The contractor should be able to furnish (in PDF form) a report containing these specification results:

1. Exact diametric locations of the following parts of the spiral data track.
 - a. Starting diameter of the lead in zone.
 - b. Starting diameter of the user data zone.
 - c. Starting diameter of the lead out zone.
2. Eccentricity.
3. Average track pitch.
4. Average scanning velocity.
5. Push/pull.
6. Crosstalk.
7. High frequency and tracking signal properties. (I11, I3, SYM, RN, etc.)
8. Digital errors.
9. Total playing time.
10. Jitter and Effect Length Deviation.

II. DVD-ROM -

DATA VERIFICATION: Upon receipt of the input media, the contractor shall review the files for usability and completeness using **Eclipse Image Analysis (Version 10.0 or newer)**. The contractor shall verify compliance of each disc image with the requirements of the DVD Standard Specification version 1.0.5. The contractor shall immediately notify the Government of any problems with the furnished data files, including files which are damaged, unreadable, oversized, or not in compliance with the DVD Standard Specification version 1.0.5.

DATA CAPACITY: The contractor shall be capable of producing DVD-ROMs containing 4.7 (DVD-5) gigabytes (4,700,000,000 bytes) of data (DVD-5, single side, single layer) and 8.5 gigabytes (8,540,000,000 bytes) of data (DVD-9, single side, double layer).

STAMPER IDENTIFICATION MARKINGS: The contractor shall image the jacket and print order number in the variable character area unless the contractor is permitted to image other identification marks necessary for production in the VCI.

DVD-ROM FILE SYSTEM: All DVD-ROM discs produced under this contract shall comply with the *OSTA Universal Disc Format Specification: 1996 (Appendix 6.9) "OSTA UDF Compliant Domain" of ISO/IEC 13346:1995 Volume and file structure of write-once and rewritable media using non-sequential recording for information interchange*. Also known as the UDF Bridge (UDF/ISO 9660) file structure.

DVD-ROM MANUFACTURING SPECIFICATIONS: All DVD-ROM discs produced under this contract shall comply with the applicable sections of the DVD Standard Specification version 1.0.5. All DVD-ROM discs produced under this contract shall comply with the specifications cited in the following tables.

Digital Errors (Reed Solomon Product Code):

<u>Parameter</u>	<u>Acceptable Value(s)</u>
PI 8 ECC Sum	< 280
PI Fails	Not specified
PO Fails	= 0 (zero)
Percent of PI rows with Errors	Not specified

Comments: The PI 8 ECC Sum error is the total error across 8 ECC blocks. PI 8 Sum under 40 is preferred.

HF/Tracking Real-time Measurements (made before signal "equalization"):

<u>Parameter</u>	<u>Acceptable Value(s)</u>
I3/I14	Single layer: > 0.15 Dual layer: > 0.20

I14/I14H	> 0.6
Tangential Push Pull	< 0.9
Asymmetry	In the range -0.05 to 0.15

HF/Tracking Station Measurements:

<u>Parameter</u>	<u>Acceptable Value(s)</u>
DPD Track Crossing	> 0.10
DPD Tracking Amplitude	> 0.5
DPD Tracking Asymmetry	< 0.2
Reflectivity	Single layer: in the range 45% to 85% Dual layer: in the range 18% to 30%

Comments: HF signals must be strong enough to avoid decoding failures. The tracking signal must be strong enough to support the variable bit functions.

Physical Measurements:

<u>Parameter</u>	<u>Acceptable Value(s)</u>
Track Pitch	0.74 ± 0.01 μm/track
Pit Length	Single layer: in the range 0.394 to 1.873 μm Double layer: in the range 0.434 to 2.058 μm
Local Defects	Air bubbles: 100 μm maximum Black spots: 200 μm maximum
Scanning Velocity	Single layer: 3.49 ± 0.03 m/sec Dual layer: 3.84 ± 0.03 m/sec
Jitter (Data to Clock)	< 8.0%, independent of tilt effects
Angular Deviation (Tilt)	Radial tilt: < ± 0.80 degrees Tangential tilt: < ± 0.30 degrees
Birefringence	< 100 nm

Comment: The combination of the effects of jitter and tilt will be considered in the evaluation of a disc.

LEAD-IN AREA CONTENTS: Contractor shall set the values of the lead-in area as follows:

<u>Parameter</u>	<u>Value(s)</u>
Book Type	DVD-ROM
Book Version	[determined by contractor]
Disc Size	120 mm
Number of Layers	1 or 2, as specified in Print Order
Dual Layer Track Path	Parallel Track Path (PTP)
Layer Type	Read-only
Linear Density	Single Layer: 0.2667 μm/data bit Dual Layer: 0.293 μm/data bit
Track Density	0.74 μm/track
Starting Sector Number	030000h
Ending Sector Number (Main)	[determined by contractor]
Ending Sector Number (layer 0)	[determined by contractor]
Burst Cutting Area (BCA) Flag	Exists (on) [BCA encodes disc volume ID as specified by USPTO]
Copy Protection System	None [copy protection off]
Region Management Flags	None [unrestricted access in all regions]
Encryption Data	None [no encryption]
Manufacturing Data	[As supplied by Contractor]
Content Provider Information	[Insert contents of provided file CPI.TXT]

DVD-ROM PERFORMANCE: The DVD-ROM replicas shall be:

- 1) Able to be read on any modern DVD-ROM drive that is compatible with the formatting and operating systems contained on the disc.
- 2) Capable of being played at the maximum speed allowed by the drive, for that format.

DVD-ROM QUALITY CONTROL: Each delivered replicate must meet or exceed the requirements of these specifications. In addition the contractor must compare a replica disc (at least one disc per unique content or job) to the master Government-furnished media using **Eclipse Image Verify (Version 10.0 or newer)** to:

1. Verify the integrity of all user data against the original Government-furnished media;
2. Verify the absence of read retries or read failures during high-speed comparison test.
3. Verify the UDF/ISO 9660 directory structure.

DVD-ROM PRODUCT TESTING: The contractor will be required to test a DVD-ROM replica (at least one disc per unique content or job) for compliance to the specifications of this contract, using a Pulstec replica player that is calibrated to a reference of the Phillips/Sony DVD specification, contained within a Datarius CS4 or CATS SA300 system. The contractor should be able to furnish (in PDF form) a report containing these specification results:

1. Average track pitch.
2. Average scanning velocity.
3. Tangential push/pull.
4. Track crossing signal magnitude.
5. High frequency and tracking signal properties.
6. Data to clock jitter.
7. Total playing time and total sectors tested.
8. Spacer Layer Thickness

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. https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/vol_13.pdf

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

Self-mailer: White Coated One Side Cover (C1S), 0.015" thick (equal to JCP Code L70).

PRINTING: Most orders (90%) are for printing CD/DVD-ROM labels and self-mailers in black only. An occasional order may require printing in Pantone colors on self-mailers or face of disc.

Self-mailer: Prints one side only on the glossy side of stock.

Disc labels must be screen printed directly onto disc. Adhesive labels are NOT acceptable.

All printing must be clear and legible, not plugged or smudged. Contractor is NOT to retype any furnished material unless ordered by the government. Print Orders will reflect what is required to be printed.

INK: 1 color of ink. Match Pantone number as indicated on the print order.

All orders require contractor to coat the entire surface over the printing with a clear, non-yellowing varnish or equal, unless otherwise specified on the print order.

SELF-MAILER EXHIBIT: The construction diagram of a 4-disc CD self-mailer is representative of the die-cutting and construction/assembly requirements for the self-mailers which will be ordered under this contract.

The contractor may vary slightly the construction/assembly from the diagram as long as the final finished size of the self-mailers will accommodate the number of discs required.

PACKAGING: Place the disc(s) in the die-cut, self-mailer. The self-mailer shall have 1,2,3,4 or 5 die-cut pocket(s) as indicated on the print order, and a self-covering flap (see Exhibit). Pockets shall be of sufficient size to allow easy insertion and/or removal of discs. Each pocket shall be completely covered with a protective flap. Self-mailer heat seals for mailing with tamper-proof adhesive and has a tear-open strip with an integral tuck-in tab and slit for reclosing. Die cut, score and fold to final size for shipping. Allow sufficient space for sealing mailer to avoid damage. Shrinkwrap each mailer

Note: Contractor shall ensure proper die-cutting of the tear-open strip to ensure that the tear off strip functions as intended.

PACKING: Package each CD/DVD-ROM set in the appropriate self-mailer. Pack individual self-mailers in suitable shipping containers not to exceed 16-1/2 x 11 x 10-1/8”.

Shipping containers shall have a minimum bursting strength of 275 pounds per square inch or a minimum edge crush test (ECT) of 44 pounds per inch width and must not exceed 45 lbs. when fully packed.

If more than one product is ordered on a single print order, the different printed products shall not be intermixed within shipping containers.

All shipments which fill less than a shipping container must be packaged with materials of sufficient strength and durability and in such a manner which will guarantee that the product will not be damaged and the package will not open nor split during delivery/ mailing process.

Pallets are required for shipments to the U.S. Army Operations facility in St. Louis, MO. MUST BE A SINGLE COMPLETE SHIPMENT delivered on workdays between the hours of 8:00 a.m. and 2:00 p.m. (local time). (Split shipments are reported as "SHORT" shipments). Bulk shipments must be palletized with the voids to the outside dimensions of the pallets. A minimum of 3/4" void must be on the outside dimensions of the pallets. Shipping layers over 2 layers must be on pallets.

LABELING AND MARKING: All cartons/containers must be labeled with title, quantity, and total number of cartons contained in shipment.

Refer to Labeling and Marking Specifications (GPO Form 905). See GPO Contract Terms Booklet, Publication 310.2. for more information.

All expenses incidental to packing and labeling bundles and containers must be borne by the contractor.

CARTON LABELING: Contractor must reproduce shipping carton label at 100% on white paper from furnished file, fill in appropriate fields and securely attach ONE LABEL TO THE END OF EACH CARTON. ALL shipping containers must contain a copy affixed to the outside end alongside of the GPO label and the image on the envelope must be right reading when viewed on the pallets.

QUALITY ASSURANCE INSPECTION SAMPLES: When indicated on the print order, the contractor will be required to submit quality assurance inspection samples to test for compliance against the specifications. This quality assurance inspection sample package must include three CD-ROM/DVD-ROM discs for each stamper used. The first disc shall be randomly selected from the first five minutes of the production run, and the second disc shall be randomly selected from the last five minutes of the production run. The third disc shall be randomly selected from the remainder of the production lot. For CD-ROM only, at least one disc shall be tested as described under PRODUCT TESTING, and the test results from this disc must be included in the package. Replicates will be paid for at the running rate offered in the contractor's bid and their cost will not be considered for award.

The package containing the samples must be of sufficient quality to prevent damage during transit, must be identified by the GPO jacket number, program number, print order number, and title, and must contain a copy of the print order. The samples are to be mailed at the same time as the first scheduled shipment.

DISTRIBUTION: Deliver F.O.B. Destination (at contractor's expense) via traceable means to approximately two to seven addresses.

Addresses are primarily within the commercial zones of Washington, D.C., Huntsville, AL, and St. Louis, MO. Occasional deliveries will be required to other Continental US addresses.

The bulk (approximately 75% to 98%) of each order will be delivered to St. Louis, MO.

Complete addresses and quantities will be furnished with the print orders.

All furnished materials must be returned to the Agency at the address indicated in "Distribution". All expenses incidental to picking up and returning materials, submitting check discs, and furnishing samples must be borne by the contractor.

Upon completion of each order, all artwork made by the contractor must be returned f.o.b. destination with the furnished material.

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 dates for placement of orders or pickup of material can be predetermined. The contractor will be notified via telephone or email as to when print order and furnished material will be available for pickup.

All furnished material must be picked up from:

Army Publishing Directorate
9301 Chapek Rd, Bldg. 1458
Ft. Belvoir, VA 22060
ATTN: Richard Sowell 703-693-1442

All expenses incidental to pickup of Government furnished material and furnishing sample copies must be borne by the contractor.

The exact delivery date will be indicated on the print order. The ship/deliver date indicated on the print order is the date products ordered for delivery f.o.b. destination must be delivered to the destinations specified and not the date of delivery to a common or other carrier.

Orders will be scheduled according to the work involved (including hold time for proofs) and the time that can be allowed.

The following schedule begins the same workday as notification of the availability of each individual print order and furnished material. When notification of availability is given after 2:30 p.m., the date of notification shall be the following workday.

Complete production and delivery is to be made within the following schedule unless a check disc is required. If so, this schedule begins the day after receiving check disc approval.

- Within 4 to 10 workdays for CD or single layer DVD as specified on print order
- Within 5 to 12 workdays for dual layer DVD-ROM as specified on print order

One additional workday will be allowed for orders requiring more than 1 disc per set.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the 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.

All pickups and deliveries must be made Monday through Friday, exclusive of Federal Holidays, before 3:00 pm local prevailing time.

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 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 for a like period of time.

The following item designations correspond to those listed in the "SCHEDULE OF PRICES".

I.	1.(a)	112	
	(b)	559	
	2. (a)	54	
	(b)	451	
		(1)	(2)
II.	(a)	107	724
	(b)	12	52
	(c)	12	50
	(d)	1	6
III.	(a)	860	
	(b)	2	
	(c)	4	

SECTION 4.- SCHEDULE OF PRICES

Bids offered are F.O.B. Destination.

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 100 will be prorated at the per 100 rate.

I. CD-ROMs and DVD-ROMs: Prices offered shall be all-inclusive for the production and delivery of discs in accordance with the term of these specifications; and must include the cost of all required materials and operations, including the printing of labels on discs. Only one mastering charge will be allowed per CD/DVD regardless of the number of replications produced.

1. CD-ROM:

(a) Mastering.....per master\$ _____

(b) Replication of CD-ROM discsper 100 discs\$ _____

2. DVD-5:

(a) Masteringper master\$ _____

(b) Replication of DVD-ROM discsper 100 discs.....\$ _____

The prices offered for disc replication shall be all inclusive for the printing of the disc label in one or two ink colors. It is anticipated that 95% of all disc labels will print in one ink color.

(Initials)

II. PRINTING, CONSTRUCTION AND PACKAGING: The prices offered must be all-inclusive for construction, printing, and packaging, in accordance with the terms of these specifications and shall include the cost of all required materials and operations.

	<u>Makeready and/or Setup</u> (1)	<u>Running per 100 Copies</u> (2)
(a) One disc individual self-mailer..... per mailer ...	\$ _____	\$ _____
(b) Two disc individual self-mailer per mailer	\$ _____	\$ _____
(c) Three disc individual self-mailer per mailer	\$ _____	\$ _____
(d) Four disc individual self-mailer per mailer ...	\$ _____	\$ _____

III. ADDITIONAL OPERATIONS:

- (a) Packing individual self-mailers
into shipping containers per container.....\$ _____
- (b) Pallets per pallet.....\$ _____
- (c) Computer time to recreate artwork per 1/4 hour\$ _____

INSTRUCTIONS FOR BID SUBMISSION: Fill out "Section 4.- Schedule of Prices", initialing or signing each page in the space(s) provided. Submit two copies (original and one exact duplicate) of the "Schedule of Prices" with two copies of the GPO Form 910, "BID" form. Do not enter bid prices on GPO Form 910; prices entered in the "Schedule of Prices" will prevail.

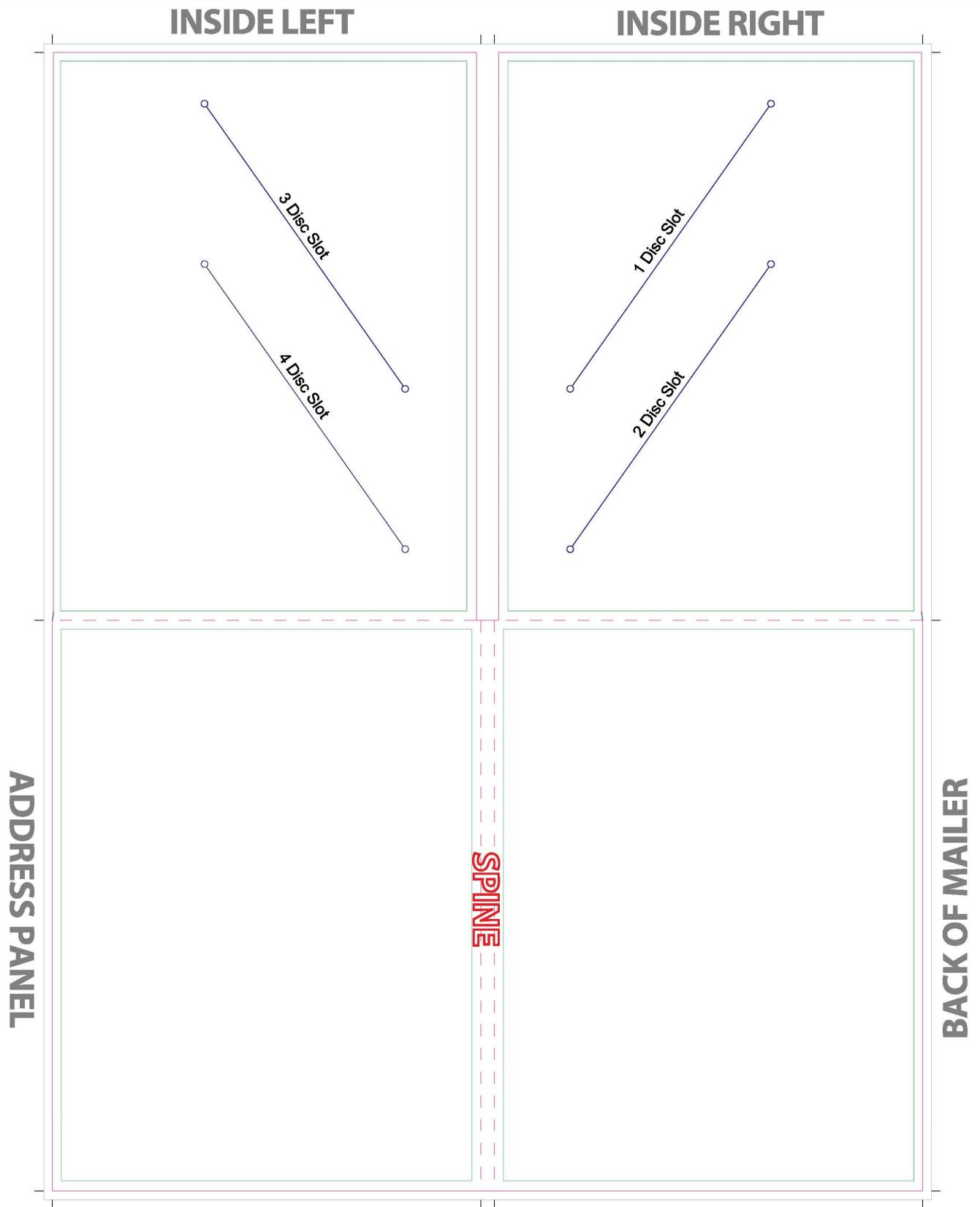
Bidder _____

(City - State)

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

(Person to be contacted)

(Telephone Number)



(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

SHIPMENT(S): 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 Solicitation Provisions in GPO Contract Terms (Publication 310.2).

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

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

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

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

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

Bidder _____
(Contractor Name) (GPO Contractor’s Code)

(Street Address)

(City – State – Zip Code)

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

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

THIS SECTION FOR GPO USE ONLY

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