

PROGRAM 6407-S																			
SOCOM Publications																			
D.O.A through September 30, 2024																			
				District Creative Printing			McDonald & Eudy			Rinaldi Printing			Schmitz Press			Solo Printing			Talient Action Group
				Upper Marlboro MD			Temple Hills MD			Tampa FL			Sparks MD			Miami FL			Manchester NH
ITEM NUMBER	ITEM DESCRIPTION	BASIS OF AWARD	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 AND BINDING:																			
(a)	"Tip of the Spear" Magazine, 4-cp, inc. binding																		
(1)	Makeready and/or Setup, per page.....	240	\$65.00	\$15,600.00	\$60.00	\$14,400.00	\$76.98	\$18,475.20	\$102.00	\$24,480.00	\$70.00	\$16,800.00	\$51.46	\$12,350.40					
(2)	Running Per 1,000 Copies.....	1,104	\$27.00	\$29,808.00	\$22.00	\$24,288.00	\$39.44	\$43,541.76	\$1,157.00	\$1,277,328.00	\$150.00	\$165,600.00	\$1,981.98	\$2,188,105.92					
(b)	"Annual Fact Book" 4-cp, inc. binding																		
(1)	Makeready and/or Setup, per page.....	40	\$65.00	\$2,600.00	\$60.00	\$2,400.00	\$70.40	\$2,816.00	\$83.00	\$3,320.00	\$80.00	\$3,200.00	\$47.87	\$1,914.80					
(2)	Running Per 1,000 Copies.....	200	\$46.00	\$9,200.00	\$33.00	\$6,600.00	\$68.82	\$13,764.00	\$1,582.00	\$316,400.00	\$200.00	\$40,000.00	\$2,189.07	\$437,814.00					
II. PACKING/MAILING:																			
(a)	Addressing single copies, inkjet or contractor generated labels																		
per 1,000 labels.....	474	\$1.75	\$829.50	\$1.50	\$711.00	\$5.25	\$2,488.50	\$30.00	\$14,220.00	\$5.00	\$2,370.00	\$96.11	\$45,556.14					
(b)	Addressing multiple copies in cushioned shipping bags/containers up to and including 5#.																		
per bag/container.....	372	\$2.50	\$930.00	\$3.00	\$1,116.00	\$2.90	\$1,078.80	\$2.50	\$930.00	\$2.00	\$744.00	\$4.53	\$1,685.16					
(c)	Addressing multiple copies in cushioned shipping bags/containers over 5# up to and including 12#.																		
per bag/container.....	309	\$3.00	\$927.00	\$3.00	\$927.00	\$3.50	\$1,081.50	\$2.75	\$849.75	\$2.50	\$772.50	\$5.63	\$1,739.67					
(d)	Addressing multiple copies in cushioned shipping bags/containers, over 12#.																		
per bag/container.....	163	\$4.00	\$652.00	\$4.00	\$652.00	\$4.25	\$692.75	\$3.50	\$570.50	\$3.00	\$489.00	\$6.73	\$1,096.99					
TOTAL				\$60,546.50		\$51,094.00		\$83,938.51		\$1,638,098.25		\$229,975.50		\$2,690,263.08					
DISCOUNT				2.00%	\$1,210.93	1.00%	\$510.94	0.00%	\$0.00	0.05%	\$819.05	0.25%	\$574.93	0.00%					
NET TOTAL					\$59,335.57		\$50,583.06		\$83,938.51		\$1,637,279.20		\$229,400.57		\$2,690,263.08				
AWARDED																			
Abstracted by: Bruce M. Canzanello, 10/23/2023																			
Certified by: Richard W. Gilbert																			

U.S. GOVERNMENT PUBLISHING OFFICE
MidAtlantic Regional Office

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

SOCOM Publications

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

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 September 30, 2024, plus up to two (2) 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 Time, on October 23, 2023. This will NOT be a public bid opening.

BID SUBMISSION: Bidders must submit email bids to bidsmidatlantic@gpo.gov for this solicitation. No other method of bid submission will be accepted at this time. The program number 6407-S 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.

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:

- Illegibility of bid.
- Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
- The bidder's email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO's stated limit.
- 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 server as the official time stamp for bid receipt at the specified location.

Abstracts of contract prices are available at:

<https://www.gpo.gov/docs/default-source/contract-pricing/contract-pricing/virginia-beach/ab6407s.pdf>

For information of a technical nature, contact Bruce Canzanella at bcanzanella@gpo.gov or (843)934-5516.

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 09-19)).

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: Subcontracting is not allowed for this contract.

GPO IMPRINT REQUIREMENTS: The GPO imprint requirement, GPO Contract Terms, Supplemental Specifications, No. 9, is waived.

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

Product Quality Levels:

- (a) Printing (Page related) Attributes -- Level II.
- (b) Finishing (Item related) Attributes -- Level II.

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	O.K. Proofs/Electronic Media
P-8. Halftone Match	O.K. Proofs/Electronic Media
P-10 Process Color Match	O.K. Proofs/Electronic Media

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 three (3) years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the “EXTENSION OF CONTRACT TERM” clause. See also “ECONOMIC PRICE ADJUSTMENT” for authorized pricing adjustment(s).

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

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

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from Date of Award to September 30, 2024, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

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

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending June 30, 2023, 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.

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.

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 Date of Award through September 30, 2024, 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/finance/index.htm>.

Contractor's billing invoice must be itemized in accordance with the line items in the "SCHEDULE OF PRICES."

MODIFICATIONS: If any additional costs are incurred during the production of any print order under this contract due to Government action (i.e., Author's Alterations), contractor is REQUIRED to contact the publishingspecialist in writing for approval BEFORE proceeding.

SECTION 2.- SPECIFICATIONS

SCOPE: These specifications cover the production of publications requiring such operations as electronic prepress, printing, binding, packing, and distribution.

TITLE: SOCOM Publications

FREQUENCY OF ORDERS:

“Tip of the Spear” Magazine: Approximately 6 orders per year.
Annual Fact Book: 1 order per year.

QUANTITY:

“Tip of the Spear” Magazine: Approximately 4,600 copies per order.
Annual Fact Book: Approximately 5,000 copies per order.

NUMBER OF PAGES:

“Tip of the Spear” Magazine: Approximately 36 or 40 pages (plus cover) per order.
Annual Fact Book: Approximately 40 pages (plus cover) per order.

TRIM SIZES:

“Tip of the Spear” Magazine: 8-1/2 x 11”.
Annual Fact Book: 5-1/2 x 8-1/2”.

GOVERNMENT TO FURNISH: Electronic media, will be furnished as follows –

Platform: Macintosh OSX or Windows XP (or later).

Storage Media: Email.

Software: Adobe Acrobat. (Current or near current versions will be submitted).

All platform system and software upgrades (for specified applications) which may occur during the term of the contract must be supported by the contractor.

Fonts: Fonts will not be furnished, embedded, or embedded subsets of the PDF files.

As applicable, the contractor is cautioned that furnished fonts are the property of the Government and/or its originator. All furnished fonts are to be eliminated from the contractor’s archive immediately after completion of the contract.

Additional Information: Files will be furnished as PDF files.

CMYK will be used for color identification.

Distribution list will be provided in Excel format.

Identification markings such as register marks, commercial identification marks of any kind, etc., carried in the electronic files, must not print on the finished product.

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

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 MidAtlantic RPP0 Publishing Specialist prior to further performance.

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.

All halftones are to be 150-line screen or finer.

Files may contain low-resolution images and hairline rules. These files will include illustrations as an integral part of the electronic media.

When required by the Government, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions. Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

Upon completion of each order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government. (NOTE: The Government will accept PDF files as digital deliverables when furnished by the Government.)

PROOFS: The following requirements apply to all publications:

One (1) set of digital color content proofs for covers and all text pages. Direct to plate must be used to produce the final product with a minimum resolution of 2400 x 2400 dpi.

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

One (1) set of inkjet proofs that are G7 profiled and use pigment-based inks. A proofing RIP that provides an option for high quality color matching (such as Device Links Technology and/or ICC Profiles Technology), and meets or exceeds industry tolerance to ISO 12647-7 Standard for Graphic Technology (as of 3/19/09, and future amendments) must be utilized plus GRACoL 2006 Coated #1 specifications (CGATS TR006) must be achieved. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy: IDEAlliance ISO 12647-7 Control Strip 2009 or 2013(i1).

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

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

If any contractor's errors are serious enough in the opinion of the GPO to require revised proofs, the revised

proofs are to be provided at no expense to the Government. No extra time can be allowed for this reproofing; such operations must be accomplished within the original production schedule allotted in the specifications.

In the event proofs are disapproved by the Government, or the contractor fails to submit proofs in a sufficient amount of time to meet the delivery schedule, the contractor may be deemed to have failed to make progress, and is subject to the termination for default clause. However, failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the original production schedule allotted in the specifications.

Contractor must not print prior to receipt of an "O.K. to Print."

AUTHOR'S ALTERATIONS: Author's alterations (refer to page 10 (item 16) of GPO Contract Terms) and revised proofs may be required. Author's alterations and revised proofs will only be paid for when errors are caused by the Government, and the Government deems it necessary to require revised proofs or make author's alterations.

STOCK/PAPER: The specifications of all stock/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.

Government Paper Specification Standards No. 13 – https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/vol_13.pdf.

"Tip of the Spear" Magazine:

No.1 Coated Cover, Gloss-Finish, White, basis weight: 100 lbs. per 500 sheets, 20 x 26", equal to JCP Code L11.

No.1 Coated Text, Gloss-Finish, White, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A181.

"Annual Fact Book" publication:

No.1 Coated Cover, Gloss-Finish, White, basis weight: 120 lbs. per 500 sheets, 20 x 26", equal to JCP Code L11.

No.1 Coated Text, Gloss-Finish, White, basis weight: 100 lbs. per 500 sheets, 25 x 38", equal to JCP Code A181.

PRINTING:

"Tip of the Spear" Magazine: Print cover and text pages head-to-head in four-color process. After printing, flood coat Covers 1 and 4 with a gloss aqueous coating.

Annual Fact Book: Print cover and text pages head-to-head in four-color process. After printing, flood coat Covers 1 and 4 with a gloss aqueous coating.

NOTE: The GPO imprint requirement is waived and must not print on final product.

BINDING:

"Tip of the Spear" Magazine: Saddle-wire stitch in two places and trim three sides. Each product must contain complete 4-page signature after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed. Score covers.

Annual Fact Book: Spiral bind text and cover with black plastic coils of suitable capacity. Trim three sides.
NOTE: Spiral binding is not comb binding.

MARGINS: Margins will be as indicated on print order or in furnished electronic files. All publications have full bleed on cover and text pages.

PACKING, LABELING AND MARKING:

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 shipment.

“Tip of the Spear” Magazine:

Single copies will be inkjet labeled with addresses, or contractor will generate and affix labels.

Multiple copies will be packed as follows:

- In cushioned shipping bags, up to and including 5 pounds.
- In cushioned shipping bags or shipping containers, over 5 pounds, up to and including 12 pounds.
- In cushioned shipping bags or shipping containers over 12 pounds.

Annual Fact Book: Pack in shipping cartons not to exceed 45 pounds when fully packed for bulk shipments to MacDill AFB, FL.

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): All orders must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to certify that copies were selected as directed using GPO Form 917-Certificate of Selection of Random Copies (located on GPO.gov). The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special label (GPO Form 2678-Departmental Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the instructions on the distribution list.

A copy of the print order/specification and a signed Certificate of Selection of Random Copies must be included. A copy of the signed Certificate of Selection of Random Copies must accompany the invoice sent to U.S. Government Publishing Office, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the invoice.

QUALITY ASSURANCE RANDOM COPIES: In addition to the Departmental Random Copies (Blue Label), the contractor may be required to submit quality assurance random copies to test for compliance against specifications. The Print Order will indicate the number required, if any. When ordered, the contractor must divide the entire order into equal sublots and select a copy from a different general area of each subplot. The contractor will be required to certify that copies were selected as directed using GPO Form 917-Certificate of Selection of Random Copies (located on GPO.gov). Copies will be paid for at the running rate offered in the contractor's bid and their cost will not be a consideration for award. A copy of the Print Order must be included with the samples.

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Program, Jacket and Print Order numbers must be furnished with billing as evidence of mailing.

DISTRIBUTION:

“Tip of the Spear” Magazine:

Deliver f.o.b. destination approximately 774 copies per order to USSOCOM, SOCS-SOCO, Attn: Michael Bottoms, (Editor) (813) 826-2875, 7701 Tampa Point Boulevard, MacDill AFB, FL 33621-5323. Deliveries must be made between 7:30 a.m. and 3:00 p.m. (EST), Monday through Friday only. These may NOT be shipped through the US Postal Service. Use commercial carriers such as UPS/FedEx. All shipments in cartons or palletized must come through Port Tampa Tanker Way (commercial vehicle gate). Drivers must have identification.

All mailing must be made at the Presorted Standard rate (reimbursable).

Mail f.o.b. contractor’s city approximately 95 copies per order as single copies (self-mailers), and mail f.o.b. contractor city approximately 3,731 copies per order in various quantities per a provided distribution list. There are approximately 15 locations with APO/FPO addresses.

Complete addresses, quantities will be furnished with each order.

Contractor is required to apply the appropriate postage to each mailing. Contractor will be reimbursed for the mailing cost with proper submission of the required mailing receipts along with their invoice. Refer to Contract Terms, GPO Publication 310.2, page 8, paragraph 6. Shipping Instructions.

All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for “Domestic Mail” or “International Mail” as applicable.

Contractor will be required to run distribution list through USPS authorized change of address software (i.e., NCOA.) All related costs to perform this operation must be included in submitted bid pricing. No additional reimbursement will be authorized.

Contractor will be required to keep up-to-date on the U.S. Postal Service classification so that any mailing made is in accordance with any USPS changes.

Contractor must notify the ordering agency and GPO via e-mail sent to christopher.charbonneau@dla.mil AND bcanzanella@gpo.gov on the same day that the product delivers/mails. The subject line of this message shall be: “Distribution Notice for 6407S print order_____.” The notice must provide all applicable tracking numbers, delivery/mailing/shipping method, and title of product. Contractor must be able to provide copies of all delivery and mailing receipts upon agency request.

Within five (5) calendar days of completion of the mailing, a copy of the completed post office mailing statement(s) showing mail quantity/cost breakdown for each order must be sent bcanzanella@gpo.gov.

All expenses incidental to picking up and returning materials, (if applicable), submitting proofs, and submitting samples must be borne by the contractor.

All expenses incidental to picking up and returning materials (if applicable), submitting proofs, and submitting samples must be borne by the contractor.

Annual Fact Book:

Deliver f.o.b. destination approximately 5,000 copies per order to: USSOCOM, SOCS-SOCO, Attn: Michael Bottoms (Editor) (813) 826-2875, 7701 Tampa Point Boulevard, MacDill AFB, FL 33621-5323.

Deliveries must be made between 7:30 a.m. and 3:00 p.m. (EST), Monday through Friday only. These may NOT be shipped through the US Postal Service. All shipments in cartons or palletized must come through Port Tampa Tanker Way (commercial vehicle gate). Drivers must have identification.

Contractor must notify the ordering agency and GPO via e-mail sent to christopher.charbonneau@dla.mil AND bcanzanella@gpo.gov on the same day that the product delivers. The subject line of this message shall be: "Distribution Notice for 6407S print order____." The notice must provide all applicable tracking numbers, delivery method, and title of product. Contractor must be able to provide copies of all delivery receipts upon agency request.

All expenses incidental to picking up and returning materials (if applicable), submitting proofs, and submitting samples must be borne by the contractor.

RECEIPT FOR DELIVERY: Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket, program, and print order numbers; total quantity delivered, number of containers, and quantity per container; date delivery made; and signature of the Government agent accepting delivery. The original copy of this receipt must accompany the contractor's invoice for payment.

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).

Print order and furnished material shall be provided via email.

Proofs are to be delivered to and picked up from: USSOCOM, SOCS-SOCO, Attn: Michael Bottoms (Editor) (813) 826-2875, 7701 Tampa Point Boulevard, MacDill AFB, FL 33621-5323. Deliveries must be made between 7:30 a.m. and 3:00 p.m. (EST), Monday through Friday only. These may NOT be shipped through the US Postal Service.

It is anticipated that orders for the "Tip of the Spear" Magazine will be issued on the third Friday of August, October, December, February, April and June. It is anticipated that the order for the Annual Fact Book will be issued the first Friday of September.

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

The numbers under the column headed "WD After" represent the number of workdays allowed to complete that certain part of the schedule after completion of the preceding part.

	<u>WD After</u>
Contractor submit proofs.....	2
Department give "O.K. to Print".....	3
Contractor must complete production and distribution.....	10

If revised proofs are required, contractor must submit them within two (2) workday(s) and pick up edited proofs within three (3) workday(s), and those days will be added to the schedule.

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 destination specified and the date products ordered for f.o.b. contractor's city must be delivered to the post office.

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.

For compliance reporting purposes, the contractor must notify the U.S. Government Publishing Office of the date of shipment or delivery, as applicable. Upon completion of each order, contractor must contact the MidAtlantic GPO via email at bcanzanella@gpo.gov or via telephone at (843)934-5516.

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) 240
(b) 1,104

- 2. (a) 40
(b) 200

- II. (a) 474
(b) 372
(c) 309
(d) 163

SECTION 4. - SCHEDULE OF PRICES

Bids offered are f.o.b. contractor’s city destination for all mailed shipments and f.o.b. destination for all other consignments.

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 non-responsive.

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), NA (Not Applicable), or blank spaces for an item may be declared non-responsive.

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 invoices 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 invoice must be itemized in accordance with the line items in the “Schedule of Prices.”

The contractor is cautioned that they shall not perform any operation or produce any product for which a price has not been offered under this contract. Further, the contractor is not to accept print orders which are outside the scope of this contract. If such orders are placed, contractor is to contact GPO Charleston immediately. Failure to do so may result in non-payment.

I. PRINTING AND BINDING,: The prices offered must be all-inclusive for the products listed and shall include the costs of all required materials and operations (including stock/paper, proofs)for the printing and binding as defined in Section 2. - Specifications.

NOTE: Prices submitted must include the costs for packing and distribution for the copies delivered to the MacDill AFB, FL address. All packing and distribution costs for mailed copies must be charged under Item II. “PACKING AND MAILING,” as applicable.

1. “Tip of the Spear” Magazine: Printing in four-color process, including binding.

(a) Makeready and/or Setup per page\$ _____

(b) Running..... per 1,000 copies\$ _____

(Initials)

2. Annual Fact Book: Printing in four-color process, including binding.

(a) Makeready and/or Setup per page\$ _____

(b) Running.....per 1,000 copies.....\$ _____

II. PACKING AND MAILING: Applies only to products shipped through the U.S. Postal Service.

(a) Addressing single copies (self-mailers),
inkjet or contractor-generated labels per 1,000 labels \$ _____

(b) Addressing multiple copies in cushioned shipping bags,
up to and including 5 lbs. per bag \$ _____

(c) Addressing multiple copies in cushioned shipping bags/containers,
over 5 lbs., up to and including 12 lbs. per bag/container \$ _____

(d) Addressing multiple copies in cushioned shipping bags/containers
over 12 lbs. per bag/container \$ _____

(Initials)

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 email, fill out and return one copy of all pages in "SECTION 4. – SCHEDULE OF PRICES," including initialing/signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, §2. Electronic signatures must be verifiable of the person authorized by the company to sign bids. *Failure to sign the signature block below may result in the bid being declared non-responsive.*

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

(Street Address)

(City – State – Zip Code)

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

(Person to be Contacted) (Telephone Number)

(Email) (Fax Number)

THIS SECTION FOR GPO USE ONLY

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