

Program No 0146s Term 06/06/13 To 05/31/14				
TITLE: PATENT COVERS				
			COVERBIND CORPORATION Wilmington, NC	
		BASIS OF AWARD	UNIT RATE	COST
ITEM NO.	DESCRIPTION			
I.	COMPLETE PRODUCT:			
1.	Classification Classic A4 Cover:			
(a)	1/16" spine.....per cover....			
1.	Makeready and/or Setup.....	3	N/C	\$0.00
2.	Running Per 100 Copies.....	1689	\$112.00	\$189,168.00
(b)	1/8" spine.....per cover....			
1.	Makeready and/or Setup.....	3	N/C	\$0.00
2.	Running Per 100 Copies.....	389	\$112.00	\$43,568.00
(c)	1/4" spine.....per cover....			
1.	Makeready and/or Setup.....	2	N/C	\$0.00
2.	Running Per 100 Copies.....	346	\$112.00	\$38,752.00
(d)	3/8" spine.....per cover....			
1.	Makeready and/or Setup.....	2	N/C	\$0.00
2.	Running Per 100 Copies.....	140	\$112.00	\$15,680.00
(e)	1/2" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	10	\$112.00	\$1,120.00
(f)	5/8" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	10	\$112.00	\$1,120.00
(g)	3/4" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	10	\$112.00	\$1,120.00
(h)	1" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	10	\$112.00	\$1,120.00
(i)	1-1/4" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	7	\$112.00	\$784.00
(j)	1-1/2" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	5	\$112.00	\$560.00
(k)	1-3/4" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	1	\$112.00	\$112.00
(l)	2" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	1	\$112.00	\$112.00
2.	Patent Full Ledger Cover:			
(a)	1/16" spine.....per cover....			
1.	Makeready and/or Setup.....	7	N/C	\$0.00
2.	Running Per 100 Copies.....	128	\$219.00	\$28,032.00
(b)	1/8" spine.....per cover....			
1.	Makeready and/or Setup.....	11	N/C	\$0.00

	2. Running Per 100 Copies.....	1591	\$219.00	\$348,429.00
(c)	1/4" spine.....per cover....			
	1. Makeready and/or Setup.....	8	N/C	\$0.00
	2. Running Per 100 Copies.....	264	\$219.00	\$57,816.00
(d)	3/8" spine.....per cover....			
	1. Makeready and/or Setup.....	6	N/C	\$0.00
	2. Running Per 100 Copies.....	220	\$219.00	\$48,180.00
(e)	1/2" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	154	\$219.00	\$33,726.00
(f)	5/8" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	129	\$219.00	\$28,251.00
(g)	3/4" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	107	\$219.00	\$23,433.00
(h)	1" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	70	\$219.00	\$15,330.00
(i)	1-1/4" spine.....per cover....			
	1. Makeready and/or Setup.....	3	N/C	\$0.00
	2. Running Per 100 Copies.....	53	\$219.00	\$11,607.00
(j)	1-1/2" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	40	\$219.00	\$8,760.00
(k)	1-3/4" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	40	\$219.00	\$8,760.00
(l)	2" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	19	\$219.00	\$4,161.00
3.	Principal Full Ledger Cover and Supplemental			
	Full Ledger Cover:			
(a)	1/16" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	50	\$219.00	\$10,950.00
(b)	1/8" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	100	\$219.00	\$21,900.00
(c)	1/4" spine.....per cover....			
	1. Makeready and/or Setup.....	3	N/C	\$0.00
	2. Running Per 100 Copies.....	40	\$219.00	\$8,760.00
(d)	3/8" spine.....per cover....			
	1. Makeready and/or Setup.....	4	N/C	\$0.00
	2. Running Per 100 Copies.....	20	\$219.00	\$4,380.00
(e)	1/2" spine.....per cover....			
	1. Makeready and/or Setup.....	2	N/C	\$0.00
	2. Running Per 100 Copies.....	20	\$219.00	\$4,380.00
(f)	5/8" spine.....per cover....			
	1. Makeready and/or Setup.....	2	N/C	\$0.00
	2. Running Per 100 Copies.....	10	\$219.00	\$2,190.00

(g)	3/4" spine.....per cover....			
1.	Makeready and/or Setup.....	2	N/C	\$0.00
2.	Running Per 100 Copies.....	1	\$219.00	\$219.00
(h)	1" spine.....per cover....			
1.	Makeready and/or Setup.....	2	N/C	\$0.00
2.	Running Per 100 Copies.....	1	\$219.00	\$219.00
(i)	1-1/4" spine.....per cover....			
1.	Makeready and/or Setup.....	2	N/C	\$0.00
2.	Running Per 100 Copies.....	1	\$219.00	\$219.00
(j)	1-1/2" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	1	\$219.00	\$219.00
(k)	1-3/4" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	1	\$219.00	\$219.00
(l)	2" spine.....per cover....			
1.	Makeready and/or Setup.....	1	N/C	\$0.00
2.	Running Per 100 Copies.....	1	\$219.00	\$219.00
II.	PAPER:			
(a)	Clear Matte Plastic Sheets (7.5 mil)			
Per 100 Leaves	2168	N/C	\$0.00
(b)	Smooth and Fancy-finish Cover (80-lb.)			
Per 100 Leaves	8740	N/C	\$0.00
III.	ADDITIONAL OPERATIONS:			
	Storage.....per order	2	N/C	\$0.00
IV.	PREMIUM PAYMENTS:			
	Percentage Increase.....		3%	
	CONTRACTOR TOTALS			\$963,575.00
	DISCOUNT		10%	\$96,358.00
	ACCELERATED PREMIUM		3%	\$2,890.74
	DISCOUNTED TOTALS			\$966,465.74

U.S. GOVERNMENT PRINTING OFFICE

Washington, DC

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Sole Source Procurement of

Patent Covers

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

U.S. Patent and Trademark Office

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning Date of Award and ending May 31, 2014, 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.

PRICE SUBMISSION: Submit prices to: U.S. Government Printing Office, Attn: Contracting Officer, Room C-838, Stop: CSAPS, 732 North Capitol Street, NW, Washington, DC 20401. A facsimile bid in response to this solicitation is permitted. The facsimile bid may be submitted directly to the GPO, AST 4, Attn: Contracting Officer, Fax No. (202) 512-1368. The program number and bid opening date must be specified with the prices. Refer to “Facsimile Bids” in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised June 2001.

NOTE: THIS IS A SOLE SOURCE PROCUREMENT PURSUANT TO THE AUTHORITY OF 41 U.S.C. 5(3).

For information of a technical nature, William (Bill) White at (202) 512-0303. (No collect calls.)

SECTION 1. - GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract which results from this Sole Source 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. 6-01)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised August 2002)).

GPO Contract Terms (GPO Publication 310.2) – <http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf>.

GPO QATAP (GPO Publication 310.1) – <http://www.gpo.gov/pdfs/vendors/sfas/qatap.pdf>.

DISPUTES: GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at www.gpo.gov/pdfs/vendors/contractdisputes.pdf. This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

SUBCONTRACTING: No subcontracting is allowed.

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 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/Electronic media/ Camera copy
P-9. Solid and Screen Tint Color Match	Pantone Matching System

OPTION TO EXTEND THE TERM OF THE SOLE SOURCE 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 SOLE SOURCE 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 May 31, 2014, 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 February 28, 2013, 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.

POSTAWARD CONFERENCE: Unless waived by the Contracting Officer, the total requirements of the job as indicated in these specifications will be reviewed by Government representatives with the contractor's representatives at the GPO, Washington, DC, immediately after award.

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 May 31, 2014, 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.

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.

SECTION 2. - SPECIFICATIONS

SCOPE: These specifications cover the sole source production of four different patent covers requiring such operations as electronic prepress, printing, binding and construction, stamping and embossing, packing, and distribution.

TITLE: Patent Covers.

FREQUENCY OF ORDERS: Up to approximately 10 orders per year.

QUANTITY: Up to approximately 75,000 copies per cover per order.

NOTE: Multiple types of covers with different spine widths may be ordered on the same print order requiring the same schedule.

NUMBER OF PAGES: Covers 1 through 4.

TRIM SIZES:

Classification Classic A4 Cover: 8-1/4 x 11-3/4".
Patent Full Ledger Cover: 7-3/4 x 11-5/16".
Principal Full Ledger Cover: 7-3/4 x 11-5/16".
Supplemental Full Ledger Cover: 7-3/4 x 11-5/16".

NOTE: Covers have a range of 12 different spine widths ranging from 1/16" to 2" that could be ordered (see "BINDING AND CONSTRUCTION").

GOVERNMENT TO FURNISH: Furnished materials will be provided at the beginning of the contract and held for reuse throughout the term of the contract. An electronic file for each different cover will be furnished via email or CD. Visuals of files will be furnished.

Signature cards for different commissioners will be furnished.

NOTE: *Authorizing signature changes or changes to language due to law updates may occur without extensive notice. In the event of a change, the ordering agency will furnish a new electronic file or signature card.*

Samples of previously printed covers may be furnished.

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

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

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "GOVERNMENT TO FURNISH," necessary to produce the products 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 production image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the ordering agency as specified on the print order.

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 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 the contract, 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, unless otherwise specified. 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 Adobe Acrobat Portable Document Format (PDF) files as digital deliverables when furnished by the Government.)

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the “Government Paper Specification Standards No. 12” dated March 2011.

Government Paper Specification Standards No. 12 – http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf.

All cover paper must have the grain parallel to the spine.

Classification Classic A4 Cover:

Front Cover – Clear Matte Plastic Sheets, 7.5 mil, equal to Klockner Matte Plastic.

Back Cover and Spine – Smooth and Fancy-finish Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26”, equal to JCP Code L21. *NOTE: Stock must match Neenah Classic Laid Ivory Baronial Cover (80-lb.) in color and texture.*

Patent, Principal, and Supplemental Full Ledger Covers: Smooth and Fancy-finish Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26”, equal to JCP Code L21. *NOTE: Stock must match Neenah Classic Laid Ivory Baronial Cover (80-lb.) in color and texture.*

PRINTING:

NOTE: GPO imprint is waived and must not print on the finished products.

Classification Classic A4 Cover:

Cover 3 prints in one Pantone color. Printing consists of text matter and a line illustration centered on the page. Cover 4 prints in black ink only. Printing consists of text matter only. Match Pantone number as specified on the print order.

Patent, Principal, and Supplemental Full Ledger Covers:

Cover 1 prints in black ink and one Pantone color. Printing consists of text matter, line illustrations, rules, and/or signature(s). Covers 2 and 4 print in black ink only. Printing consists of text matter only. Cover 3 is blank. Cover 1 has a stamped/embossed image (see “STAMPING AND EMBOSSING”). Match Pantone number as specified on the print order.

MARGINS: Margins will be as indicated on the print order or furnished electronic media.

BINDING AND CONSTRUCTION:

Classification Classic A4 Cover:

Trim four sides and fold Cover 3 and spine overlap to trim size with specified spine width. Score on folds. Score back cover and spine overlap 1/8" from spine. Adhere Clear Matte Plastic Sheet to spine overlap creating full front cover. Plastic sheet adheres to inside spine overlap by approximately 5/16". Apply cotton-mesh adhesive strip to inside spine. Adhesive strip must be the width of spine. Adhesive strip must run length of spine stopping approximately 1/4" from top and bottom edge of spine.

Spine widths required for these covers range from 1/16" to 2".

Patent, Principal, and Supplemental Full Ledger Covers:

Trim four sides and fold to trim size with specified spine width. Score on folds. Score front and back covers 1/8" from spine. Apply cotton-mesh adhesive strip to inside spine. Adhesive strip must be the width of spine. Adhesive strip must run length of spine stopping approximately 1/4" from top and bottom edge of spine.

Spine widths required for these covers range from 1/16" to 2".

STAMPING AND EMBOSSING: Contractor is to create stamping and embossing media (brass dies) from furnished electronic file or sample.

Patent Full Ledger Cover: Foil stamp and emboss image on Cover 1 in two foils (gold and red). Gold foil stamped/embossed image area is approximately 2" in diameter. Red stamped image area is approximately 1-3/4 x 1-3/4".

Principal and Supplemental Full Ledger Covers: Foil stamp and emboss image on Cover 1 in gold foil. Stamped/embossed image area is approximately 2" in diameter.

Contractor to match foil as specified on the print order.

Stamping/embossing must have solid impressions; no picking, pinholes, or filled letters.

Dies must be cleanly etched; under-cut or mushroom dots and dirty or ragged etching must be avoided.

PACKING: Pack folded/scored covers in shipping containers not to exceed 45 pounds when fully packed.

When more than one type of cover is ordered on the same print order, each different cover must be packed separately.

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/shipping process.

LABELING AND MARKING: Reproduce shipping container label from furnished repro, fill in appropriate blanks, and attach to shipping containers.

U.S. PTO number and quantity must be marked on outside of each container. Containers must also be marked with purchase order, print order, and jacket numbers.

STORAGE: On an occasional order, contractor may be required to store production quantity until such time as the ordering agency has authorized delivery.

DISTRIBUTION: Deliver f.o.b. destination to: G2G, LLC, Attn: Darren Rittenhouse, 45675 Terminal Drive, Sterling, VA 20166.

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

Upon completion of contract, all Government furnished material and digital deliverables must be returned to: U.S. Patent and Trademark Office, 551 John Carlyle Street, Room 2-A51, Alexandria, VA 22314.

Upon completion of each order, the contractor must notify the ordering agency on the same day that the product delivers via email to the address specified on the print order. The subject line of the email shall be "Distribution Notice for Program 146-S, P.O. XXXXX, Jacket XXX-XXX, Print Order XXXXX." The notice must provide all applicable tracking numbers, delivery method, and title. Contractor must be able to provide copies of all delivery receipts upon agency request.

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

SCHEDULE: Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511).

Furnished material must be picked up from and delivered to: U.S. Patent and Trademark Office, 551 John Carlyle Street, Room 2-A51, Alexandria, VA 22314.

No definite schedule for pickup of material can be predetermined.

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.

Regular Schedule:

Contractor to complete production and distribution within 20 to 30 workdays (as specified on print order) of notification of the availability of print order and furnished material.

Accelerated Schedule: Approximately 10% of all orders placed will require an accelerated schedule.

NOTE: When an order requiring an accelerated schedule is placed, the order may be for a 3-month start-up quantity for up to approximately 40,000 per spine width/cover type. However, the total quantity ordered (for all spine widths/cover types) would be for approximately 120,000 covers or less.

Contractor to complete production and distribution with one (1) to five (5) workdays (as specified on the print order) of notification of availability of print order and furnished material.

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(s) specified.

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.

For compliance reporting purposes, contractor is to report information regarding each order with date of shipment or delivery, as applicable, in accordance with the contract requirements by contacting the Shared Support Services Compliance Section via email at compliance@gpo.gov, via telephone at (202) 512-0520, or via facsimile at (202) 512-1364. Personnel receiving the email or call will be unable to respond to questions of a technical nature or to transfer any inquiries.

SECTION 3. - DETERMINATION OF AWARD

The Government will determine the estimated value of the sole source contract 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.

PREMIUM PAYMENTS: Orders requiring the "Accelerated Schedule" will be paid for at the premium rate in accordance with the contractor's offered percentage in the "SCHEDULE OF PRICES."

All other orders will be placed with the "Regular Schedule" and paid for at the basic prices offered.

Percentages offered for premium priced work are additional to the basic prices offered for units of work. Premium payments, when authorized, will apply to all items except Item II., "PAPER" in the "SCHEDULE OF PRICES."

Failure of the contractor to deliver work at the time specified will result in disallowance of premium payments that were anticipated and the contractor will not list such items on his billing invoice.

It is estimated that 10% of the orders placed on this contract will require an accelerated schedule. Premium payments for an accelerated schedule will be evaluated for award. Evaluation will be effected by applying the percentage increase, offered for the accelerated schedule in the "SCHEDULE OF PRICES," (Item IV.) to all items except Item II., "PAPER."

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

	(1)	(2)
I. 1.(a)	3	1,689
(b)	3	389
(c)	2	346
(d)	2	140
(e)	1	10
(f)	1	10
(g)	1	10
(h)	1	10
(i)	1	7
(j)	1	5
(k)	1	1
(l)	1	1
2.(a)	7	128
(b)	11	1,591
(c)	8	264
(d)	6	220
(e)	4	154
(f)	4	129
(g)	4	107
(h)	4	70
(i)	3	53
(j)	4	40
(k)	4	40
(l)	4	19

	(1)	(2)
3. (a)	4	50
(b)	4	100
(c)	3	40
(d)	4	20
(e)	2	20
(f)	2	10
(g)	2	1
(h)	2	1
(i)	2	1
(j)	1	1
(k)	1	1
(l)	1	1

II. (a)	2,168
(b)	8,740

III. 2

SECTION 4. - SCHEDULE OF PRICES

Sole source prices offered are f.o.b. destination.

Prices must include the cost of all required materials and operations for each item listed in accordance with these specifications.

Sole source contractor must make an entry in each of the spaces provided. Sole source prices submitted with any obliteration, revision, or alteration of the order and manner of submitting prices may be declared non-responsive.

An entry of NC (No Charge) shall be entered if sole source contractor intends to furnish individual items at no charge to the Government. Sole Source prices submitted with NB (No Bid) or blank spaces for an item may be declared non-responsive.

The Contracting Officer reserves the right to reject the sole source offer if prices for individual items of production (whether or not such items are included in the DETERMINATION OF AWARD) are inconsistent or unrealistic in regard 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 100 will be prorated at the per-100 rate.

Cost of all paper must be charged under Item II. "PAPER."

I. COMPLETE PRODUCT: Prices offered shall include the cost of all required materials and operations necessary for the complete production and distribution of the product listed in accordance with these specifications.

	<u>Makeready and/or Setup</u> (1)	<u>Running Per 100 Copies</u> (2)
1. Classification Classic A4 Cover:		
(a) 1/16" spineper cover.....	\$ _____	\$ _____
(b) 1/8" spineper cover.....	\$ _____	\$ _____
(c) 1/4" spineper cover.....	\$ _____	\$ _____
(d) 3/8" spineper cover.....	\$ _____	\$ _____
(e) 1/2" spineper cover.....	\$ _____	\$ _____
(f) 5/8" spineper cover.....	\$ _____	\$ _____
(g) 3/4" spineper cover.....	\$ _____	\$ _____
(h) 1" spineper cover.....	\$ _____	\$ _____

(Initials)

	<u>Makeready and/or Setup</u> (1)	<u>Running Per 100 Copies</u> (2)
(i) 1-1/4" spineper cover.....	\$ _____	\$ _____
(j) 1-1/2" spine.....per cover.....	\$ _____	\$ _____
(k) 1-3/4" spine.....per cover.....	\$ _____	\$ _____
(l) 2" spineper cover.....	\$ _____	\$ _____

2. Patent Full Ledger Cover:

(a) 1/16" spineper cover.....	\$ _____	\$ _____
(b) 1/8" spineper cover.....	\$ _____	\$ _____
(c) 1/4" spineper cover.....	\$ _____	\$ _____
(d) 3/8" spineper cover.....	\$ _____	\$ _____
(e) 1/2" spineper cover.....	\$ _____	\$ _____
(f) 5/8" spineper cover.....	\$ _____	\$ _____
(g) 3/4" spineper cover.....	\$ _____	\$ _____
(h) 1" spineper cover.....	\$ _____	\$ _____
(i) 1-1/4" spineper cover.....	\$ _____	\$ _____
(j) 1-1/2" spine.....per cover.....	\$ _____	\$ _____
(k) 1-3/4" spine.....per cover.....	\$ _____	\$ _____
(l) 2" spineper cover.....	\$ _____	\$ _____

3. Principal Full Ledger Cover and Supplemental Full Ledger Cover:

(a) 1/16" spineper cover.....	\$ _____	\$ _____
(b) 1/8" spineper cover.....	\$ _____	\$ _____
(c) 1/4" spineper cover.....	\$ _____	\$ _____
(d) 3/8" spineper cover.....	\$ _____	\$ _____
(e) 1/2" spineper cover.....	\$ _____	\$ _____

(Initials)

	<u>Makeready and/or Setup</u> (1)	<u>Running Per 100 Copies</u> (2)
(f) 5/8" spineper cover.....	\$ _____	\$ _____
(g) 3/4" spineper cover.....	\$ _____	\$ _____
(h) 1" spineper cover.....	\$ _____	\$ _____
(i) 1-1/4" spineper cover.....	\$ _____	\$ _____
(j) 1-1/2" spineper cover.....	\$ _____	\$ _____
(k) 1-3/4" spineper cover.....	\$ _____	\$ _____
(l) 2" spineper cover.....	\$ _____	\$ _____

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

Computation of the net number of leaves will be based on the following:

Covers – Two page-size leaves will be allowed for each complete cover. Prices offered must include the cost of paper for backstrip, when required.

	<u>Per 100 Leaves</u>
(a) Clear Matte Plastic Sheets (7.5 mil)	\$ _____
(b) Smooth and Fancy-finish Cover (80-lb.).....	\$ _____

III. ADDITIONAL OPERATIONS:

Storageper order.....\$ _____

IV. PREMIUM PAYMENTS: Premium payments, when authorized, will apply to all items except Item II, "PAPER." Percentage increase will be added to all orders which require the "Accelerated Schedule."

Percentage increase %

(Initials)

INSTRUCTIONS FOR SUBMISSION OF SOLE SOURCE PRICES: 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)