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|-----------------|---|-----------------|--------------------------------|---------------------|-------------------------------|---------------------------|--|--|--|
| PROGRAM: | 296-S | | P R O G R A M 2 9 6 - S | | | | | | |
| TITLE: | Uniformed Services Identification Cardstock and Laminate | | | | | | | | |
| AGENCY: | DLA Document Services | | | | | | | | |
| TERM: | July 1, 2016 thru June 30, 2017 | | | | | | | | |
| | | | | | | CURRENT CONTRACTOR | | | |
| | | | CONNECTICUT LAMINATING | | CONNECTICUT LAMINATING | | | | |
| | | | New Haven, CT | | New Haven, CT | | | | |
| | | BASIS OF | | | | | | | |
| | | AWARD | UNIT RATE | COST | UNIT RATE | COST | | | |
| I. | COMPLETE PRODUCT: | | | | | | | | |
| (a) | Cardstock . . . per order | | | | | | | | |
| (1) | <i>Makeready and/or Setup</i> ----- | 20 | NC | 0.00 | NC | 0.00 | | | |
| (2) | <i>Running Per 250 Copies</i> ----- | 3,200 | 99.75 | 319,200.00 | 100.75 | 322,400.00 | | | |
| (b) | Laminate Sleeve . . . per order | | | | | | | | |
| (1) | <i>Makeready and/or Setup</i> ----- | 20 | NC | 0.00 | NC | 0.00 | | | |
| (2) | <i>Running Per 250 Copies</i> ----- | 3,200 | 92.75 | 296,800.00 | 96.75 | 309,600.00 | | | |
| | | | | \$616,000.00 | | \$632,000.00 | | | |
| | DISCOUNT | | 0.00% | \$0.00 | 0.00% | \$0.00 | | | |
| | DISCOUNTED TOTALS | | | \$616,000.00 | | \$632,000.00 | | | |
| | | | (A W A R D E D) | | | | | | |

U.S. GOVERNMENT PUBLISHING OFFICE

Washington, DC

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Uniformed Services Identification Cardstock and Laminate

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

DLA Document Services

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning July 1, 2016 and ending June 30, 2017, 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 publicly opened at 11:00 a.m., prevailing Washington, DC time, on June 29, 2016.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to: U.S. Government Publishing Office, Bid Section, Room C-848, Stop: CSPS, 732 North Capitol Street, NW, Washington, DC 20401. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Bid Section, Fax No. (202) 512-1782. The program number and bid opening date must be specified with the bid. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised June 2001. Hand delivered bids are to be taken to: GPO Bookstore, 710 North Capitol Street, NW, Washington, DC, between the hours of 8:00 a.m. and 4:00 p.m., prevailing Washington, DC time, Monday through Friday. Contractor is to follow the instructions in the bid submission/opening area. If further instruction or assistance is required, call (202) 512-0526.

DISPLAY SAMPLE: A printed, construction sample comparable to those to be produced on this contract will be available for inspection by bidders at the U.S. Government Publishing Office, 732 North Capitol Street, NW, Washington, DC 20401, between the hours of 9:00 a.m. and 2:00 p.m., Monday through Friday, until the bid opening date. Bidders must contact the Bid Room at (202) 512-0526 to schedule the inspection of the sample. While this sample is representative of the printing, construction, and other requirements required for the major part of the work to be ordered on this contract, additional requirements as provided for in these specifications may be required.

BIDDERS, PLEASE NOTE: These specifications have been extensively revised; therefore, all bidders are cautioned to familiarize themselves with all provisions of these specifications before bidding.

Abstracts of contract prices are available at: <https://www.gpo.gov/gpo/abstracts/abstract.action?region=DC>.

For information of a technical nature, contact Linda Giacomo at lgiacomo@gpo.gov or (202) 512-0307.

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. 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.

SUBCONTRACTING: The predominant production function is either presswork or laminate sleeve fabrication (including holography). Bidders who must subcontract both operations will be declared non-responsible.

WARRANTY: The provisions of Article 15, “Warranty”, of Contract Clauses in GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) is amended for this solicitation to the effect that the warranty period is extended from 120 days to two (2) calendar years from the date the check is tendered as final payment. All other provisions remain the same.

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

Product Quality Levels:

- (a) Printing Attributes (page related) – Level II.
 - (b) Finishing Attributes (item related) – Level II.
- See die-cutting exception under “CONSTRUCTION.”*

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. Press Sheets |
| P-9. Solid and Screen Tint Color Match | O.K. Press Sheets |

Special Instructions: In the event that inspection of press sheets is waived by the Government, the following listed alternate standards (in order of precedence) shall become the Specified Standards –

P-7. O.K. Prior to Production Samples, O.K. Proofs, Average Type Dimension, Electronic Media, Government Furnished Camera Copy.

P-9. Pantone Matching System

OPTION TO EXTEND THE TERM OF THE CONTRACT: The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed five (5) years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the “EXTENSION OF CONTRACT TERM” clause. See also “ECONOMIC PRICE ADJUSTMENT” for authorized pricing adjustment(s).

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

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

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from July 1, 2016 to June 30, 2017, 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 March 31, 2016, 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.

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 and subcontractor’s representatives (if applicable) at the U.S. Government Publishing Office, Washington, DC, immediately after award.

SECURITY REQUIREMENTS: The contractor shall demonstrate that his security processes are adequate to protect all items covered by these specifications from theft, misuse, or unauthorized release. The contractor shall maintain, in operation, an effective security system where any of the items covered by these specifications are manufactured, assembled, and/or stored (awaiting distribution or disposal) to assure against theft and/or the product ordered falling into unauthorized hands.

DISPOSAL OF WASTE MATERIALS: The contractor is required to demonstrate how all waste materials used in the production of the items covered by these specifications will be definitely destroyed (burning, pulping, shredding, macerating, or other suitable similar means). At a minimum, the contractor must crosscut shred all documents into squares not to exceed one inch. It is preferred all waste be destroyed at the contractor's site. Electronic records must be definitely destroyed in a manner that prevents reconstruction. Definitely destroying the records means the material cannot be reassembled and used in an inappropriate manner in violation of law and regulations.

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 July 1, 2016 through June 30, 2017, 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 the contract.

PAYMENT: Submit all invoices, via fax, utilizing the GPO barcode coversheet program application. Instructions for the GPO barcode coversheet program application 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.

SECTION 2. - SPECIFICATIONS

SCOPE: These specifications cover the production of identification card components requiring such operations as electronic prepress, composition, the printing of cardstock, the holographing of laminate sleeves, construction, packing, and distribution.

There are currently four (4) versions of the card – each distinguished by different colors. It is possible that approximately two (2) additional versions may be required during the course of this contract. Should additional versions be required, the specifications will be consistent with those indicated herein.

TITLE: Uniformed Services Identification Cardstock and Laminate.

FREQUENCY OF ORDERS: Approximately 10 to 30 orders per year.

The projected frequency of orders is based on historical data, projections, and trends and should not be construed as a guarantee of the volume of work that will be ordered through the term of this contract. Orders may be placed on a sporadic basis.

Multiple orders (up to approximately five) may be placed on a single workday requiring the same schedule. One or more versions may be ordered on the same print order requiring the same schedule.

QUANTITY: Approximately 500 to 1,000,000 copies per order.

The majority of orders will require less than 100,000 copies.

It is anticipated that quantities will vary each year by approximately 20 to 30% (plus or minus).

For purposes of this contract, a “copy” means both components of the identification card – cardstock and laminate sleeve. For example, an order indicating a total quantity of 50,000 copies would require the contractor to produce 50,000 cardstock sheets and 50,000 laminate sleeves.

Unless otherwise indicated on print order, orders will require equal quantities of cardstock and laminate sleeves.

COMPONENT SIZES:

Cardstock – 4-1/8 x 10”.

Laminate Sleeve – 3-3/8 x 4-1/4” (flat size); folded to 3-3/8 x 2-1/8”.

GOVERNMENT TO FURNISH: Electronic media (for punch out portion of cardstock only) will be furnished as follows –

Platform: Macintosh System

Storage Media: CD

Software: QuarkXPress 4.04 and Adobe Illustrator 6.0

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

Fonts: All printer and screen fonts will be furnished.

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 in native application format.
Color identification system is Pantone Matching System.
GPO Form 952 (Desktop Publishing – Disk Information) will be furnished.

Camera copy for cardstock and holographic images to be furnished at the postaward conference.

Previously printed samples of cardstock (showing typefaces and position of printed image) and laminate sleeves.

Camera copy for Air Force carton labeling and pre-barcode camera copy for Navy package and carton labeling.

GPO Form 892 proof/prior to production sample label.

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

Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried in electronic files and on camera copy, 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 product 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 ordering agency as specified on the print order.

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, 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, 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.)

COMPOSITION: Contractor may be required to set imprint lines in the same or similar typeface as the cardstock samples furnished. In addition, lot numbers for each version must be furnished by the contractor to differentiate production processing cycles (presswork, die-cutting, and/or finishing). Lot numbers shall consist of the contractor's corporate initials followed by the print order number and the production date. This information must be printed in the lower center of the cardstock.

PROOFS: One (1) Adobe Acrobat (most current version) PDF soft proof (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final product. PDF proof will be evaluated for text, image position, and color breaks. Proof will not be used for color match. All elements of the card must remain legible. Proof will be transferred to the agency via email.

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.

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

PRIOR TO PRODUCTION SAMPLES: Prior to production samples will be required on the first order placed and each time the contractor orders new material lots for inventory replenishment through the term of this contract – after contractor receives approval on PDF proof. The contractor is required to notify the Government when it becomes necessary to furnish prior to production samples due to inventory replenishment.

Prior to the commencement of production of the contract production quantity, the contractor shall submit not less than 5,000 printed, construction samples of the cardstock (1,000 copies of Version 1 Green; 2,000 copies of Version 2 Tan; 1,500 copies of Version 3 Process Blue; and 500 copies of Version 4 Red) and 5,000 samples of the laminate sleeves complete with holographic image. Contractor is to pack cardstock sheets of each version complete with an equal number of sleeves in quantities of 250 in inner cartons as specified under "PACKING."

Each sample shall be printed and constructed as specified and must be of the size, kind, and quality that the contractor will furnish through the term of the contract. Samples will be inspected and tested and must comply with the specifications as to construction, kind, and quality of materials, as well as, durability and testing requirements as specified herein. Samples are to be printed/holographed imaged on the required stock/paper as specified herein.

Contractor shall furnish the samples to one address within the commercial zone of Washington, DC, as specified on the print order. The samples will be tested for printing, construction, and usage on the specified equipment as well as for durability and solvent/chemical resistance. The container and accompanying documentation shall be marked *PRIOR TO PRODUCTION SAMPLES* and shall include the GPO jacket, purchase order, and program numbers.

The contractor must submit the samples within 25 workdays of receiving the first print order and each time the contractor orders new material lots for inventory replenishment through the term of this contract

The Government will approve, conditionally approve, or disapprove the samples within 20 workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefore.

If the samples are disapproved by the Government, the Government at its option may require the contractor to submit additional samples for inspection and testing in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event the samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the 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 shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with article 12 "Notice of Compliance With Schedules" of contract clauses in GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)).

Manufacture of the final product prior to approval of the samples submitted is at the contractor's risk. Samples will not be returned to the contractor. All costs, including the costs of all samples, shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

DURABILITY AND TESTING REQUIREMENTS: The required shelf life of both cardstock and laminate is at least two (2) years when stored at room temperature.

The laminated final product life cycle is five (5) years.

Cardstock must not peel or separate under intense heat during the laser printing process. In addition, cardstock must be able to maintain dimensional stability with no more than 1% shrinkage while enduring printer fusing temperatures of 400 degrees Fahrenheit for at least 0.1 seconds.

The laminate sleeve must be durable enough to withstand wear and tear from activities such as laundering, ironing, and contact with beverages, greases, oils, cosmetics, and other common chemical substances.

Laminate adhesive shall bond to the teslin at a low melt temperature (225 to 250 degrees Fahrenheit) and be compatible with desktop laminators placed at RAPIDS sites worldwide.

Specifically, the laminate bonded to the cardstock must withstand exposure to the following solvents and chemicals under the testing conditions listed:

Application Testing – Samples will be assembled into completed identification cards and tested on the scannability of the barcodes on the software generated form. The adhesive and/or laminate shall not inhibit or degrade the scannability of the identification card's PDF417 or Code 3 of 9 barcodes.

Bend Testing – The laminate bonded to the cardstock shall be tested by wrapping the card around 1/2" mandrel for one minute for static testing and 24 hours for creep testing.

Block Testing – A stack of five (5) cards (front to back) should be easily separated by hand after being placed under a 2.2 pound weight for 48 hours at 40 degrees Celsius and 90% relative humidity.

Coin Abrasion Testing – The laminate bonded to the cardstock shall be tested by placing laminated cardstock in a horizontal shaker apparatus with three (3) pennies, three (3) nickels, four (4) dimes, and four (4) quarters shaking at 120 cycles per minute.

Delamination Testing – The card shall withstand attempts to remove the top laminate from the printed cardstock using a sharp knife or razor blade. The test will be performed at room temperature and after immersing the card in boiling water (100 degrees Celsius) for two (2) minutes. The laminate should not be removed without destruction of the printed matter on the cardstock.

Flex Fatigue Testing – The laminate bonded to the cardstock shall be tested with Getty Flex, tested at 25% compression, flex at 60 cycles per minute, for a total of 10,000 cycles.

Heat and Cold Resistance Testing – The laminate bonded to the cardstock shall be tested to withstand seven (7) days (24-hour cycles) at 110 degrees Celsius without obscuring the holographic image or delamination from the cardstock. The cardstock and laminate shall be tested to withstand seven (7) days (24-hour cycles) at 0 degrees Celsius followed by 16 hours at 60 degrees Celsius without visible effects on the laminate or holographic image and without delamination. The laminate must be able to withstand tropical and arctic environments remaining adherent, clear, and flexible in a temperature range of -34 degrees Celsius to +71 degrees Celsius. It must be able to be stored at a minimum of 24 months in this environment without any effects on the cardstock or laminate.

Heat Tamper Testing – The laminate bonded to the cardstock shall be tested by applying hot air (120 degrees Celsius) to surface to attempt delamination.

Resistance to Solvent and Chemical Testing – The laminate bonded to the cardstock must withstand exposure to the following solvents and chemicals without obscuration or delamination from the cardstock:

| | |
|---|--------------------------------|
| Methyl Ethyl Ketone | 30 minutes at room temperature |
| Toluene | 30 minutes at room temperature |
| 50% Ethanol | 1 hour at room temperature |
| Dibutyl Phthalate | 2 hours at room temperature |
| 50% Ethylene Glycol | 1 day at room temperature |
| Isopropyl Alcohol | 1 day at room temperature |
| Trichloroethylene Dry Cleaning Solvent | 1 day at room temperature |
| 10% Acetic Acid | 1 day at room temperature |
| 10% Ammonia | 1 day at room temperature |
| Water | 1 day at 60 degrees Celsius |
| Laundry Detergent | 1 day at room temperature |
| Salt Solution (Artificial Perspiration) | 4 days at room temperature |
| Dish Washing Detergent | 1 day at room temperature |
| Beer | 1 day at room temperature |
| Cola Beverage | 1 day at room temperature |
| Hot Coffee | 1 day at room temperature |

Exposure to artificial perspiration will employ both acidic and alkaline solutions prepared in accordance with ANSI X4.16-1983.

The samples will be wiped with an absorbent tissue and visually inspected for abnormalities and changes immediately after wiping and after drying for 24 hours. Specifically, the cards shall be examined for cracks, delamination, warps, splits, scratching, hazing, size, color stability, and any other obvious abnormalities of changes.

Scuff Resistance Testing – The laminate bonded to the cardstock shall be tested using various rubbing materials to include tanned leather, unbleached Kraft paper, plasticized vinyl, and polyester film with a 4-pound weight for at a minimum of 10,000 double rubs using a Sutherland (or similar) apparatus.

Taber Abrasion Testing – The laminate bonded to the cardstock shall be tested by placing card in Teledyne Taber Abrade, CS-10F wheel with 250 gram load, abrade for 4,000 cycles.

Washer and Dryer Testing – The laminate bonded to the cardstock shall be tested with five (5) consecutive wash/dry cycles at highest water temperature setting with detergent.

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.

Cardstock – White, Single-Layered Polyolefinic Material, 0.010” thick, equal to PPG Industries’ Teslin Thermally Stabilized (TS).

Laminate Sleeve – Clear Polyester, 0.005” thick.

At any point in the contract term, if this contract is terminated for convenience of the Government, the contractor will not be paid for any cardstock and laminate inventory in excess of 500,000 cards and sleeves. The contractor will be required to convert the cardstock and laminate into finished copies. If the contract is terminated, or at the end of the contract term, if the current contractor is not the awarded contractor of the next contract, the Government will place a print order for the contractor’s remaining inventory, up to a maximum of 500,000 cards and sleeves.

PRINTING: Cardstock sheets print face and back in a single ink color. Contractor to match Pantone number(s) as indicated on the print order.

The grain of the cardstock must run parallel to the top of the cardstock.

Face of cardstock prints with a screened design consisting of a U.S. Government seal repeated across an approximately 3-7/8 x 2-7/16” area, with a 1 x 1-1/4” non-printed area at top center, plus additional type matter. Back of cardstock prints with approximately three (3) lines of type matter.

ALL INKS USED ON THIS PROGRAM MUST BE FORMULATED WITH FADE RESISTANT PIGMENTS. The fade resistant inks used in the laminated product shall show no appreciable change in color after 170 hours in an Atlas Fadeometer with Xenon source (no water spray). Borosilicate inner and outer filters will be used to simulate outdoor exposure.

NOTE: Additional versions and/or colors may be required over the term of the contract. The contractor may be required to submit samples for color determination as part of a future ID card development process.

| <u>Version</u> | <u>Identification Number</u> | <u>Pantone Ink Color</u> |
|----------------|---|--------------------------|
| 1 | DD Form 2S (Reserve) Item #131439 0102-LF-019-1700 DD2SRES | 347 Green |
| 2 | DD Form 1173S DD Form 2765S Item #131219 0102-LF-019-1800 DD1173S | 158 Tan |

| <u>Version</u> | <u>Identification Number</u> | <u>Pantone Ink Color</u> |
|----------------|--|--------------------------|
| 3 | DD2765S DD Form 2S (Retired) Item #131218 0102-LF-019-1500 DD2SRET | Process Blue |
| 4 | DD Form 2S (Reserve Retired) DD Form 1173-1S Item #131216 0102-LF-019-1600 DD2SRESRET DD1173-1S | 185 Red |

Contractor will use the above mentioned item and stock/control numbers to fulfill labeling requirements as specified under "LABELING AND MARKING."

HOLOGRAPHY: Stamp six (6) identical holographic images of a 3-dimensional, laser-generated U.S. seal image, repeating across the 3-3/8 x 2-1/8" face portion of the sleeve. Images to be right reading on face of furnished sleeves. The contractor is not required to maintain exact registration of the holographic images through the entire production run.

The holographic image shall be made of two separate layers with a second channel containing the outlined letters "USA." Total thickness of the hologram shall be four (4) microns. Each of the six (6) identical holographic images shall have a diameter of 7/8".

The percentage of demetalization shall be no greater than 0.30 density with approximately 30% reflectivity. The holographic image must have a 90-degree offset to avoid interference with viewing the information contained on the cardstock to be sandwiched between face and back of sleeve. Left and right margins must be maintained. Holographic images will bleed off head and foot, one on each 2-1/8" edge of sleeves.

PRESS SHEET INSPECTION: Final makeready press sheets may be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. When a press sheet inspection is required, it will be specified on the individual print order. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) dated January 2015. NOTE: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars (such as BRUNNER, GATF, GRETAG, or RIT) must show areas consisting of 1/8 x 1/8" minimum 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 across the entire press sheet.

Viewing Light: Press sheets will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ANSI PH2.30-1989; a viewing booth under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

MARGINS:

Cardstock – Head 3/4”, foot 1/2”, left/right 1/8”. The blank area for the picture is 1 x 1-1/2”. The die-cut punch-out begins 1-3/4” from the top of the cardstock. The blank area begins 6/32” from the top of the die-cut punch-out. The blank area begins 1-15/16” from the top of the cardstock. The die-cut punch-out is 3/8” from the left and right of the cardstock. The blank area begins 1-9/16” from the left and right sides of the card stock.

CONSTRUCTION:

Cardstock – Face to contain a 3-3/8 x 2-1/8” die-cut area (with slightly rounded corners) in the printed Government seals, positioned to center in the 4-1/8” dimension, and beginning 1-3/4” from top trim. Die-cut shall contain micro ties, approximately 1/4” apart. Micro ties are to be placed around the entire die-cut area (across the entire 3-3/8” top and bottom dimensions, corners, and sides). Micro ties must hold die-cut area intact when cardstock is fed through the printer but allow detachment from sheet with clean edges.

Laminate Sleeve – The laminated pouch must be made from one sheet of plastic with three open sides. The fourth side must have an unsheared continuous ribbon of protective mylam polyester plastic that completely wraps around edge of card insert. Back of sleeve shall be coated with a clear, low-melt (250 degrees Fahrenheit) adhesive. Die cut, score, and fold to a finished size of 3-3/8 x 2-1/8” with slightly rounded corners. Radius must be exact match of cardstock die-cut.

The laminate must be uniform in transparency and thickness with no wrinkles, folds, damaged edges, or tears after lamination to the cardstock. The adhesive seal must be tamper resistant and any attempts to alter or delaminate the pouch for the cardstock must be obvious to the naked eye.

Precision die-cutting of cardstock and laminate sleeve is required. Size variation allowance is as follows:

Cardstock – +0”, -0.001”

Laminate Sleeve – +0”

CONSTRUCTION AND PACKING INSPECTIONS: The Government reserves the right to perform construction and packing inspections as deemed necessary.

PACKING: Pack in quantities of 250 cardstock sheets with an equal quantity of laminate sleeves (+NONE) into inner cartons with sufficient filler to prevent collapse of carton and shifting of contents. Both cardstock and laminate sleeves must be packaged together within individual inner cartons as one unit. Each version must be packed separately.

Pack inner cartons suitably, in uniform quantities, into shipping containers.

When indicated on the print order, seal inner cartons with security tape that will VOID if torn.

If required, any other individual quantities and/or special packing instructions will be stated on the print order.

PALLETS: Pallets are required.

Bulk Shipments to the U.S. Army AG Publications Center, St. Louis, MO, must be palletized with the voids to the outside dimensions of the pallets. A minimum of 3/4” void must be on the outside dimension of the pallets.

On Navy orders only, the maximum height of loaded pallet (including pallet) must not exceed 48”.

Additional palletizing requirements will be as indicated on distribution list furnished with each order.

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

The contractor will be required to create inner carton labels, as specified by the ordering agency, and affix to each inner carton. All inner carton labels must include the item or stock/control number (as appropriate) as specified under "PRINTING."

Army item numbers, as specified under "PRINTING," must appear on all Army shipping container labeling delivered to St. Louis, MO. In addition to regular markings, the contractor must include the appropriate identification number of the forms contained therein.

Air Force shipments to Baltimore, MD must carry shipping container labels generated from furnished camera copy (AFHQ Form 0-445, APR 94, EF-V1).

For Navy shipments, the contractor will be required to reproduce the Navy camera copy furnished for each inner carton and shipping container label on yellow paper. Appropriate control/stock number imprints for Navy, as listed under "PRINTING," must appear on each label. The quantity block on the shipping container label must reflect the number of units of issue in each inner carton.

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): The contractor is required to furnish 250 departmental random copies on all orders. The total quantity of each card version shall be divided into 250 equal sublots. 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 execute a statement furnished by GPO certifying that copies were selected as directed. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

These randomly selected copies must be packed separately and identified by a special Government-furnished blue label, affixed to each affected container. The samples will be maintained at the Service warehouse and will be provided to GPO if a print quality question is identified by a RAPIDS field location.

A copy of the print order/specification and a signed Government-furnished certificate of selection must be included.

A copy of the Government-furnished certificate must accompany the billing invoice sent to the U.S. Government Publishing Office, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the billing invoice.

NOTE: Contractor must email delivery confirmation of the Blue Label copies within 24 hours of delivery to the agency contact as specified on the print order.

DISTRIBUTION: Mail/ship f.o.b. contractor's city.

Shipments under 120 pounds must ship by traceable means via Registered Mail (reimbursable) or Signature Service (reimbursable), whichever method is most economical to the Government, unless otherwise instructed.

Shipments 120 pounds and over must ship by Reimbursable Freight. The carrier must be bonded and insured; maintain storage, transfer, and accountability logs for traceability of all deliveries; and provide an audit trail, if necessary, on any particular order. The contractor will be responsible for selection of carrier and shall ship by the most reasonable method to ensure prompt delivery and safe arrival at all destinations. All costs are to be billed on the contractor's invoice at the actual cost which the contractor paid for these services. Shipments must be made directly to the destination(s) stated on the print order. Unless otherwise indicated, truck deliveries must be made at the point of destination between the hours of 8:30 a.m. and 3:30 p.m., local time, on normal Government workdays. Shipments must be delivered as specified.

When required, contractor must call 24 hours prior to deliveries to FISC San Diego at (619) 556-7878 to arrange appointment, give carrier name, number of pieces, weight, cube, Navy stock number, and estimated time of arrival.

Contractor must provide a shipping document at the time of delivery to each address specified. The shipping document must also include the item or stock/control numbers.

Upon completion of this contract, all Government furnished material (as applicable) must be returned to one address within the commercial zone of Washington, DC.

All expenses incidental to picking up and returning material (as applicable), submitting proofs and prior to production samples, 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).

Print order and furnished material (as applicable) to be picked up from one address within the commercial zone of Washington, DC. An occasional order may require pickup outside the commercial zone of Washington, DC. At the Government's option, print order may be emailed to the contractor.

Unless otherwise specified, PDF soft proof must be emailed to: Sandra.Langley@osd.pentagon.mil; Hoang-Yen.Luu@osd.pentagon.mil; Jeffrey.Register@osd.pentagon.mil; and/or Heidi.Boyd@osd.pentagon.mil.

- Contractor must submit PDF soft proof within one (1) workday of postaward conference or issuance of print order.
- Proof will be withheld no more than three (3) workdays from receipt at the ordering agency until approved or disapproved by the ordering agency. (The first workday after receipt of proofs at the ordering agency is day one (1) of the hold time.)
- On the first print order placed and each time the contractor orders new material lots for inventory replenishment through the term of this contract, 45 additional workdays will be added to the schedules below to allow the contractor time to set up and furnish prior to production samples (25 workdays) and for the Government to evaluate the samples (up to 20 workdays). This schedule will begin the workday following the postaward conference, at which time, the first print order and Government furnished material will be provided to the contractor. More than one order may be placed during the set-up/sample evaluation period.

This schedule may be adjusted through negotiations with the Contracting Officer.

The schedule below for the first order placed and any additional order(s) placed during the set-up/sample evaluation period will begin the workday following the Government's approval of the prior to production samples. All other orders will require the contractor to perform in accordance with the contract schedule stated below.

The 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.

- **QUANTITIES UP TO AND INCLUDING 100,000 COPIES:** Contractor must complete production and distribution within 15 workdays of notification of the availability of the print order.
- **QUANTITIES OVER 100,000 UP TO AND INCLUDING 500,000 COPIES:** Contractor must complete production and distribution within 25 workdays of notification of the availability of the print order.
- **QUANTITIES OVER 500,000 COPIES:** Contractor must complete production and distribution within 40 workdays of notification of the availability of the print order.

The contractor is cautioned that multiple orders (up to approximately five) may be placed on a single workday. In this instance, the contract schedule applies to each order individually and is not based on the aggregate quantity.

The contractor must notify the GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least 10 workdays prior to the inspection. Notify the U.S. Government Publishing Office, Quality Control for Published Products (QCPP), Washington, DC 20401, at (202) 512-0542. Telephone calls will only be accepted between the hours of 8:00 a.m. and 2:00 p.m., prevailing Eastern Time, Monday through Friday. NOTE: See Contract Clause, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

The ship/deliver date indicated on the print order is the date products ordered for mailing/shipping f.o.b. contractor's city must be delivered to the post office or picked up by small package carrier.

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 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 email, call, or facsimile 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 lowest bid by applying the prices offered in the "SCHEDULE OF PRICES" to the following units of production which are the estimated requirements to produce one (1) year's production under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered for a like period of time.

It is anticipated that quantities will vary each year by approximately 20 to 30% (plus or minus).

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

| | (1) | (2) |
|--------|-----|-------|
| I. (a) | 20 | 3,200 |
| (b) | 20 | 3,200 |

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SECTION 4. - SCHEDULE OF PRICES

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

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

Bidder must make an entry in each of the spaces provided. Bids submitted with blank spaces, or 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) 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.

I. COMPLETE PRODUCT: Prices offered shall include the cost of all required materials and operations necessary (including proofs, prior to production samples, and stock/paper) 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 250 Copies</u> (2) |
|---|--|--|
| (a) Cardstock..... per order..... \$ _____ | | \$ _____ |
| (b) Laminate Sleeve per order..... \$ _____ | | \$ _____ |

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)