

IV.	PACKING AND DISTRIBUTION:								
(a)	Packing and sealing in shipping containers.....								
per container.....	394	2.50	985.00	2.00	788.00	2.50	985.00	4.50
V.	ADDITIONAL OPERATIONS:								
	Folding.....per 1,000 copies.....	46	19.00	874.00	10.00	460.00	18.00	828.00	56.65
	CONTRACTOR TOTALS			\$27,563.30		\$16,708.00		\$22,493.35	
	DISCOUNT	0.00%		\$0.00	2.00%	\$334.16	5.00%	\$1,124.67	5.00%
	DISCOUNTED TOTALS			\$27,563.30		\$16,373.84		\$21,368.68	
						AWARDED			

U.S. GOVERNMENT PUBLISHING OFFICE

Washington, DC

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

NASA Posters

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

Department of NASA

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 period(s) that may be added in accordance with the "OPTION TO EXTEND THE TERM OF THE CONTRACT" clause in SECTION 1 of this contract.

BID OPENING: Bids shall be publicly opened at 11:00 a.m., prevailing Washington, DC time, on June 24, 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 Eastern 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.

RESTRICTION ON LOCATION OF PRODUCTION FACILITIES: All production facilities used in the manufacture of the product(s) ordered under this contract must be located within a 60-mile radius of zero milestone, Washington, DC

BIDDERS, PLEASE NOTE: The 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 Bernice Mack at bmack@gpo.gov or (202) 512-1239.

SECTION I.- 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 (Rev. 8-02)).

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.

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. Press Sheets
P-8. Halftone Match (Single and Double Impression)	O.K. Press Sheets
P-9. Solid and Screen Tint Color Match	O.K. Press Sheets
P-10. Process 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. Proofs, Average Type Dimension in Publication, Electronic Media.
- P-8. O.k. Proofs, Electronic Media.
- P-10.O.K. Proofs

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 "EXTENTION OF CONTRACT OF 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 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.

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.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct an on-site pre-award survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

PREAWARD TEST PROOF AND PRESS PRODUCTION RUN: The contractor being considered for award will be required to demonstrate their ability to print the item(s) required in these specifications at the requisite quality level by completing a preaward test. The Government may waive the preaward test if there is other evidence that, in the opinion of the Contracting Officer, indicates that the contractor being considered for award has the capability to successfully produce the item(s) required.

For the preaward test, an electronic file containing one (1) sample poster representative of the item(s) to be produced under these specifications will be provided on the same media stipulated in these specifications. The perspective contractor shall first provide digital one-piece composite laminated color proofs of the sample pages and then perform a press production run of the furnished sample pages.

The pre-award test color proofs must be of the type required by these specifications and contain color bars identical to press sheet and are to be delivered to the Government Publishing Office, 732 North Capital Street, NW,

Within three (3) workdays of receipt of proof approval, the prospective contractor shall demonstrate their printing capability by producing printed press sheets of the sample pages. This test must be performed in the presence of Government and NASA representatives, under normal production conditions on the equipment and in the facility proposed to be used for the final production, and on the paper required under these specifications. 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 must show areas consisting of 1/8 x 1/8" minimum solid color patched; tint patched of 25, 50, and 75%, dot gain scale (such as, BRUNNER, GATF, GRETAG, or RIT); and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the entire press sheet (can be on the gripper edge, tail edge, or gutter of the press sheet). The minimum run time shall be one (1) hour, exclusive of makeready time. The final press sheet will be allowed no more than 32 demerits.

Products from this test run will be used by the Government to evaluate the contractor's capability to comply with applicable requirements of these specifications and the contractor's ability to maintain that quality level throughout the test production run. Failure to produce sample press sheets meeting the specified quality level or to demonstrate the ability to maintain the required quality throughout the production test press run may be reason for a determination of non-responsibility. In addition the contractor's failure to successfully compete this test within two (2) hours may also result in a determination of non-responsibility. The Contracting Officer may grant a period in excess of the two (2) hours if in his opinion he has reason to believe that the contractor is making great progress in meeting the contract standards.

No charges will be allowed for costs incurred in the performance of this pre-award test.

POSTAWARD CONFERENCE: 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.

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 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: 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 various size posters requiring such operations as electronic prepress, printing, binding, packing and distribution.

TITLE: NASA Posters.

FREQUENCY OF ORDERS: Approximately 3 to 9 orders per year.

QUANTITY: Approximately 2,000 to 25,000 copies per order.

TRIM SIZE: Format A - 24 x 30" or 24 x 36"

Format B - 17 x 22"

"

Format C - 20 x 39" or 22 x 39"

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

Platform: Macintosh 10.9.5 Microsoft Window 7.

Storage Media: FTP CD-R, CD-R/W, DVD-R.

Software: Adobe InDesign 6, Cloud Design Products (Illustrator, Photoshop InDesign, Adobe Professional 10).

NOTE: 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: All printer and screen fonts will be furnished/embedded, as applicable.

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.

Composite color and/or black and white laser-generated page proofs produced from furnished media.

Electronic media will include color transparencies, photoprints, line art, and electronic digital photo/graphic files to be reproduced at various focuses.

Contractor will be required to scan all photoprints, line art and transparencies supplied and compose with electronic pages.

GPO Form 952 (Desktop Publishing – Disk Information) will be furnished.

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

A supply of blue labels and selection certificates for shipping Departmental Random copies.

Postage and Fees Paid indicia for mailing.

Preaddressed unguammed or pressure sensitive mailing labels with permit imprint. All labels are Zip Code sorted. Labels have quantities indicated thereon.

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

The contractor must be able to accept files electronically via a contractor-hosted FTP server. Appropriate log-on instructions and protocol and FTD address, user ID must be provided at time of award.

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 individual listed 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 file, which may include color corrections to digital furnished images. 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 print order, the contractor must furnish final production native application files (digital deliverables, which includes high resolution tiff scans) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on an ISO 9660 CD-R or DVD-R, in jewel cases. 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 CD-R or DVD-R and jewel case must be clearly labeled with Title, Jacket Number, Program and Print Order Number, as well as a printout of the file directory included in the jewel case). The Government will accept PDF files as digital deliverables when furnished by the Government.)

PROOFS: When ordered one (1) set of digital color content halftone proofs. Direct to plate must be used to produce the final product with a minimum 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.

When order One (1) set of digital one-piece composite laminated halftone color proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi. 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. Proofs must show dot structure.

When ordered, the Pantone colors may be substituted with a similar color (with the exception of process yellow) but may not be built out of the process colors.

When spot varnishes are ordered, the contractor may represent the gloss/dull varnish plates with a separate digital content proof or an overlay indicating varnish.

When indicated on the print order, contractor to submit ink draw downs on actual production stock of Pantone color used in job.

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.

Viewing Light: Full color film transparencies will be viewed on a 5000 Kelvin, transparency illuminator. Full color copy and proofs will be viewed under controlled conditions using overhead luminaries with 5000 Kelvin.

REPRINTS: If a reprint is required, the ordering agency will not require proofs.

At contractor's option, stochastic screening (10 micron dot minimum) is acceptable.

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.

The contractor must not print prior to receipt of an "O.K. to print."

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

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

White Litho (Gloss) Coated Book, basis weight: 70 lbs. per 500 sheets, 25 x 38", equal to JCP Code A180.

White Litho (Gloss) Coated Book, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A180.

White Litho (Gloss) Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

PRINTING: Face of poster will print in four-color process plus gloss spot varnish or flood aqueous gloss coating as specified. An occasional order may require an additional ink.

On occasion order may be placed to print (two sides) face and back of posters in 4-color process, plus gloss spot varnish or flood aqueous gloss coating.

The posters will contain 4-color process and/or halftone image(s) printing full/partial bleed(s). When requested the additional ink color will print as spot type, rule matter, screen tones, and occasionally a solid background color. Type and line elements may knockout of 4-color process illustrations to white and/or print in a Pantone ink color.

Orders must be printed on press capable of printing five colors in a single pass through the press with in-line aqueous coater (minimum five printing units).

Aqueous Liquid Coating: When ordered flood coat the entire face of the poster with a gloss aqueous coating to prevent scratching and smearing for approximately 90% of the posters.

Varnishing: When ordered spot varnishing will be required for approximately 10% of the posters.

PRESS SHEET INSPECTION: Final makeready press sheets will 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) issued 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.

The density must be constant across the full width of the sheet with deviations not to exceed plus or minus five (5) percent. For viewing of the press sheets, the contractor must provide a densitometer and controlled lighting using overhead viewing lights with 5000 Kelvin lumination.

MARGINS: Margins will be as indicated on the print orders or furnished media. Bleeds all sides on the face and/or back.

BINDING: Trim four sides. Some orders will required the contractor to fold: 17 x 22" fold to 8-1/2 11".

PACKING:

Pack flat in shipping containers not to exceed 45 pounds when fully packed. Some poster may require folding.

Pallet may be required.

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 the delivery/shipping process.

LABELING AND MARKING:

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

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 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.

<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 Government-furnished blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent to in accordance with the distribution list the address listed under "SCHE

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 invoice sent to U.S. Government Publishing Office, Financial Management Services 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 the 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 execute a statement furnished by GPO certifying that copies were selected as directed. 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.

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 copy of the print order must be included.

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:

Deliver f.o.b. destination to approximately two to five addresses in Washington, DC area. Inside delivery to room number specified. Complete addresses and quantities will be furnished with the print orders

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

An occasional order may require the contractor to ship all or a specified portion of the order, via overnight small parcel carrier – reimbursable

Upon completion of each order, contractor must notify the ordering agency (on the same day the order delivers/shipping) via email to the address indicated on the print order. The subject line of the email shall be "Distribution Notice for Program 782-S, Print Order XXXXX, Jacket Number XXX-XXX." The notice must provide all applicable tracking numbers, delivery/shipping methods, 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 submitting proofs, and furnishing sample copies must be borne by the contractor.

SCHEDULE: Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511). No definite schedule for pickup of material can be predetermined.

Furnished material and print orders must be picked up from and delivered to NASA GSFC Code 271, Attn: Printing Management Office, Building 18, Room 110, 8800 Greenbelt, Road, Greenbelt, MD 20771-0001.

Submit proofs for NASA GSFC orders together with electronic media and other Government furnished material to the address indicated above.

Other NASA Centers throughout the U.S. will ride this contract. Furnished material and print orders from these centers will be Federal Expressed directly to the contractor's facility. Proofs for orders from other NASA Centers are to be "overnight shipped by the contractor" directly to the ordering Center. Furnished proof label must be filled in by the contractor and used on all proof packages.

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.

Contractor must submit proofs three (3) workdays after notification of the availability of print order and furnished material.

Government will hold proofs no more than three (3) workdays from receipt thereof until made available for pickup by the contractor

Contractor must complete production and distribution within eight (8) workdays after receipt of an "O.K. to print on proofs"

NOTE: Author's alterations of a minor nature are anticipated and must be completed within the schedule indicated above.

The contractor will be allowed two (2) additional workdays for extensive author's alterations and revised proofs, when required by the department. GPO reserves the right to determine what will be considered extensive.

PRESS SHEET INSPECTION NOTIFICATION: 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 two (2) workday(s) prior to the inspection. Notify the Quality Control for Published Products 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 14(e)(1), Inspections and Tests (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 delivery f.o.b. destination must be delivered to the destination(s) specified and mailed/shipped f.o.b. contractor's city must be delivered to the U.S. Postal Service and/or 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 is to notify the U.S. Government Publishing Office of the date of shipment or delivery. 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 inquires.

SECTION 3.- DETERMINATION OF AWARD

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

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

I. (a) 4
(b) 3

II. (1) (2)

(a)	3	11
(b)	1	3
(c)	xxx	xxx
(d)	3	36
(e)	1	3
(f)	1	3
(g)	47	
(h)	6	
(i)	3	

III. (1) (2) (3)

(a)	39	3	3
(b)	3	3	xxx
(c)	5	xxx	xxx

IV. (a) 394

V. 46

SECTION 4.- SCHEDULE OF PRICES

Bids offered are f.o.b. destination for deliveries within the commercial zone of Washington, DC.

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 nonresponsive.

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government.

Bids submitted with NB (No Bid) or blank spaces for an item may be declared nonresponsive.

The Contracting Officer reserves the right to reject any offer that contains prices for individual items of production (whether or not such items are included in the DETERMINATION OF AWARD) that are inconsistent or unrealistic in regard to other prices in the same offer or to GPO prices for the same operation if such action would be in the best interest of the Government.

All 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 invoices must be itemized in accordance with the line items in the "SCHEDULE OF PRICES"

I. PROOFS: One basic charge will be allowed for each color on each printed trim size page or side (face or back) of the product.

- (a) Digital color content proof per trim/page-size unit. \$ _____
- (b) One digital one piece composite laminated color proof....per trim/page-size unit..... \$ _____

(Initials)

II. PRINTING AND BINDING: Prices offered shall include the cost of all required materials and operations necessary for the printing and binding complete production and distribution of the product listed in accordance with these specifications

Face Only:

Four Color Process

Makeready and Setup <u>Charges</u>	Per 1,000 <u>Copies</u>
(1)	(2)

(a) Format A.....per poster.....\$_____ \$_____

(b) Format B.....per poster.....\$_____ \$_____

(c) Format C.....per poster.....\$xxxxxxxxxx \$xxxxxxxxxx

Face and Back:

Four Color Process

Makeready and Setup <u>Charges</u>	Per 1,000 <u>Copies</u>
(1)	(2)

(d) Format A.....per poster.....\$_____ \$_____

(e) Format B.....per poster.....\$_____ \$_____

(f) Format C.....per poster.....\$_____ \$_____

Varnishing and Aqueous Coating:

(g) Format A.....per side.....\$_____

(h) Format B.....per side.....\$_____

(i) Format C.....per side.....\$_____

(Initials)

III. 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 in the applicable "Format" group. The cost of any paper required for makeready or running spoilage must be included in the prices offered.

	<u>Format A</u> (1)	<u>Per 1,000 leaves</u>	
		<u>Format B</u> (2)	<u>Format C</u> (3)
(a) White Litho Gloss Coated Book, (80-lb.).....		\$ _____	\$ _____ \$ _____
(b) White Gloss Litho Coated Book, (70-lb.).....		\$ _____	\$ _____ \$ xxxxxxxxx
(c) White Gloss Litho Coated Cover, (80-lb.)		\$ _____	\$ xxxxxxxx \$ xxxxxxxxx

IV. PACKING AND DISTRIBUTION: Prices offered must be all inclusive, as applicable, and must include the cost of packing, shipping containers, all necessary wrapping and packing materials; labeling and marking; and distribution, in accordance with these specifications.

(a) Packing and sealing in shipping containers per container\$ _____

V. ADDITIONAL OPERATIONS:

Folding per 1,000 copies\$ _____

(Initials)

LOCATION OF POST OFFICE: All mailing will be made from the _____

Post Office located at Street Address _____

City _____, State _____, Zip Code _____

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)