

| | | | | | | | | | | |
|----------------|---|-----------------------|--------------------------|----------------|----------------------------|-------------|---------------------------|-------------|----------------------------|-------------|
| TITLE: | NASA DECALS | | | | | | | | | |
| TERM: | Date of Award thru October 31, 2017 | | | | | | | | | |
| | NASA Goddard Space Flight Center | | | | | | | | | |
| | Program 828-S | | | | | | | | | |
| | | | BOSWORTH PRINTING | | WBC INC./ LITHEXCEL | | TAYLOR/LABEL WORKS | | PREVIOUS CONTRACTOR | |
| | | | Stoughton, MA | | Albuquerque, NM | | North Mankato, MN | | Bosworth Printing | |
| ITEM NO | DESCRIPTION | BASIS OF AWARD | UNIT RATE | COST | UNIT RATE | COST | UNIT RATE | COST | UNIT RATE | COST |
| I. | ELECTRONIC PREPRESS: | | | | | | | | | |
| (a) | Digital color content proof-----per decal----- | 11 | 60.00 | 660.00 | 10.00 | 110.00 | 50.00 | 550.00 | 60.00 | 660.00 |
| (b) | Digital one-piece composite laminated halftone proof-----per decal----- | 5 | 60.00 | 300.00 | 30.00 | 150.00 | 75.00 | 375.00 | 60.00 | 300.00 |
| II. | PRINTING, LAMINATION/UV COATING, CONSTRUCTION, PACKING, AND | | | | | | | | | |
| (a) | Printing decal in four-color process and the backing sheet in black ink, including construction-----per decal | | | | | | | | | |
| (1) | Makeready and/or Setup | 20 | 75.00 | 1,500.00 | 168.00 | 3,360.00 | 75.00 | 1,500.00 | 75.00 | 1,500.00 |
| (2) | Running Per 1,000 Copies | 107 | 125.00 | 13,375.00 | 38.00 | 4,066.00 | 270.00 | 28,890.00 | 125.00 | 13,375.00 |
| (b) | Laminating with a gloss or matte film lamination per decal | | | | | | | | | |
| (1) | Makeready and/or Setup | 2 | 80.00 | 160.00 | 50.00 | 100.00 | NC | NC | 80 | 160.00 |
| (2) | Running Per 1,000 Copies | 9 | 60.00 | 540.00 | 50.00 | 450.00 | NC | NC | 60 | 540.00 |
| (c) | Coating with a gloss or matte UV liquid coating per decal | | | | | | | | | |
| (1) | Makeready and/or Setup | 18 | 100.00 | 1,800.00 | 110.00 | 1,980.00 | NC | NC | 180 | 3,240.00 |
| (2) | Running Per 1,000 Copies | 98 | 20.00 | 1,960.00 | 60.00 | 5,880.00 | NC | NC | 20 | 1,960.00 |
| III. | ADDITIONAL OPERATIONS: | | | | | | | | | |
| (a) | Creating die, including film positive of die | | | | | | | | | |
| | -----per die----- | 17 | 250.00 | 4,250.00 | 300.00 | 5,100.00 | 250.00 | 4,250.00 | 250.00 | 4,250.00 |
| (b) | Shrink-film wrapping-----per package----- | 1,185 | 0.25 | 296.25 | 0.50 | 592.50 | 0.35 | 414.75 | 0.25 | 296.25 |
| | CONTRACTOR'S SUBTOTALS | | | \$24,841.25 | | ----- | | \$35,979.75 | | \$26,281.25 |
| | DISCOUNT | | 1.00% | \$248.41 | ----- | ----- | 5.00% | \$1,798.99 | 1.00% | \$262.81 |
| | DISCOUNTED TOTALS | | | \$24,592.84 | | ----- | | \$34,180.76 | | \$26,018.44 |
| | | | | AWARDED | | | | | | |

U.S. GOVERNMENT PUBLISHING OFFICE
Washington, DC

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

NASA Decals

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

NASA Goddard Space Flight Center

Single Award

TERM OF CONTRACT: The term of this contract is for the period beginning Date of Award and ending October 31, 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 November 3, 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.

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: <http://www.gpo.gov/gpo/abstracts/abstract.action?region=DC>

For information of a technical nature, contact Rebecca Miller at rrmiller@gpo.gov or (202) 512-1239.

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 (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 <http://www.gpo.gov/pdfs/vendors/contractdisputes.pdf>.

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

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

Product Quality Levels:

- (a) Printing (page related) Attributes – Level II and Level III.
 - a. Exception – Products are Quality Level III; however, attribute P-4 (Register) will be held to a Level II standard
 - b. Exception – Products are Quality Level III; however, attribute P-10 (Process Color Match) will be held to a Level II standard
- (b) Finishing (item related) Attributes – Level II and Level III.
 - a. Exception – Products are Quality Level III; however, attribute F-1 (Trim Size) will be held to a Level II standard

Note: Contractor must be capable of meeting Quality Level II standards in order to be awarded contract.

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests - General Inspection Level I.
- (b) Destructive Tests - Special Inspection Level S-2.

Specified Standards: The specified standards for the attributes requiring them shall be:

| <u>Attribute</u> | <u>Specified Standard</u> |
|--|---|
| P-7. Type Quality and Uniformity | O.K. Proofs/Average type dimension/ Electronic media |
| P-8. Halftone Match (Single and Double Impression) | O.K. Proofs/Electronic media |
| P-10. Process Color Match | O.K Proofs |

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

OPTION TO EXTEND THE TERM OF THE CONTRACT: The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed 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 Date of Award to October 31, 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 July 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 at the U.S. Government Publishing Office, Washington, DC, immediately after award.

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 four (4) sample decals representative of the item to be produced under these specifications will be provided on the same media stipulated in these specifications. The prospective contractor shall first provide digital one-piece composite laminated halftone proofs (if producing via offset printing), or digital color one-off proofs (if printing via digital printing) of the sample decals and then perform a press production run of the furnished sample.

The preaward 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, Washington, DC, 20401.

Contractor to submit preaward test proofs within two (2) workdays of receipt of electronic files. Attn: Rebecca Miller 732 North Capitol Street, NW, Washington DC 20401.

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 decals.

This test must be performed 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 (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 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 make-ready 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.

No charges will be allowed for costs incurred in the performance of this preaward test.

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 October 31, 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.

ADDITIONAL ORDERS: After fulfilling the Government's requirements, as indicated on each print order, the contractor may, at their option, print and sell additional decals of any article to NASA-approved vendors at the applicable running rate(s), in accordance with the contractor's submitted bid prices. These vendors will contact the contractor to place their order within approximately one (1) week of receipt of the print order from NASA.

GPO Publication 310.2, GPO Contract Terms, Contract Clause 18, "Reproduction of Printing Prohibited" is hereby waived ONLY for these specified NASA vendors, a list of which will be supplied to the contractor immediately after award of this contract.

NOTE: These private sales can have no adverse effect on the Government's requirements, and the Government will bear no responsibility for these orders.

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 pressure-sensitive decals requiring such operations as electronic prepress, printing in four-color process, lamination/UV coating, construction, packing, and distribution.

TITLE: NASA Decals.

FREQUENCY OF ORDERS: Approximately 2 to 15 orders per year.

NOTE: An occasional order may have up to three (3) different decals ordered on the same print order requiring the same schedule.

QUANTITY: Approximately 800 to 10,000 copies per order. (An occasional order may be placed for as low as 200 copies or as high as 20,000 copies.)

TRIM SIZES: Various sizes up to and including approximately 6 x 6". **NOTE:** Most decals will have irregular shapes.

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

Platform: Windows (current or near current version); Macintosh (current or near current version).

Storage Media: CD-R; Email; FTP; WEBX downloads.

Software: InDesign; Illustrator; Photoshop. (**NOTE:** Files will be furnished in current or near current versions).

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.

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 and/or PostScript formats.
All illustrations will be furnished in place in the electronic files.
Visuals of all files will be furnished. Visuals will be at less than 100% to show bleeds and will show color breaks.
CMYK will be used for color identification.
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.

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

EXHIBITS: The facsimiles of samples pages shown as EXHIBIT A (pages 1 through 7) are representative of the requirements which will be ordered under this contract. However, it cannot be guaranteed that future orders will correspond exactly to these exhibits.

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 reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the agency contact 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.

All halftones are to be 175-line screen or finer.

When required by the Government, the contractor shall make occasional revisions to the electronic file. It is anticipated that the Government will make majority of revisions required.

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, which include 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 a CD. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government.

NOTE: The CD must be placed in a jewel box. Both the CD and the jewel box must be clearly labeled with the title, date, jacket number, program number, and print order number. The contractor must include a printout of the file directory with the CD in the jewel box.

PROOFS:

If contractor is producing the decals via offset printing:

When ordered two (2) sets of digital color content color 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 ordered one (1) set of digital one-piece composite laminated halftone proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400. 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.

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

If contractor is producing the decals via digital printing:

When ordered two (2) set(s) of digital color one-off proof created using the same output device that will be used to produce the final printed product on the actual production stock. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size/format of the product, as applicable. Proof will be used for color match on the press on the production run.

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 the 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.

Decal – Cast Coated stock, 60-lb. pressure-sensitive material.

Backing Sheet – Liner stock (80-lb.) equal to PSM 010. (NOTE: Backing sheet must be clean and shall not contain any markings (i.e., manufacturing logo or identification).)

PRINTING:

NOTE: Decals may be printed via offset lithography or digital printing. Flexography or silkscreen printing is NOT acceptable.

At contractor’s option, the product may be produced via conventional offset or digital printing provided that Quality Level 3 standards are maintained. Final output must be wet ink, pigment-based with a minimum of 175 line screen. Dry ink/toner and inkjet printing are not acceptable. Output must be at a minimum resolution of 2400 x 2400 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. Resolution that is enhanced or simulated by software will not be acceptable.

Face of Decal – Print face of decal in four-color process. Printing consists of color illustrations, halftones, flattones, and process screen color builds. Some type reverses out to white. Anticipate heavy ink coverage.

Fade Resistance – The inks used must not show any appreciable change in color after exposure in an Atlas Fadeometer for 170 standard fading hours, or its equivalent.

Backing Sheet – Print backing sheet in black ink only. Printing consists of line matter only. Backing sheet must hold ink without rubbing off.

NOTE: The GPO imprint must not print on finished product.

MARGINS: When required, margins will be as indicated on the print order or electronic files. Total bleeds are anticipated on the majority of decals ordered.

LAMINATION AND UV COATING:

When ordered, after printing, film laminate the entire surface of the face of decal with a gloss transparent film, such as polyester, polyethylene, nylon, or cellulose acetate, having a thickness in the range of 1.3 to 3 mil, as specified on the print order. (NOTE: If not specified on the print order, the standard thickness will be 1.5 mil.) The laminated product must have no distortion or curl of the printed matter or stock and must remain clear and legible. Occasionally, when specified, the film lamination may be a matte lamination.

When ordered, after printing, coat the entire surface of the face of decal with a clear gloss or matte (as ordered) UV liquid coating.

NOTE: The majority of orders placed will require the decals to have the film lamination.

CONSTRUCTION: Coat back of decals with a permanent-type, pressure-sensitive adhesive. Mount decals onto a suitable backing sheet (as specified under "STOCK/PAPER"), which is to be split for easy removal. Any easy, effective removal feature will be acceptable.

Die-cut label backing sheet to specified size and shape. Remove all waste.

NOTE: Contractor is responsible for creating media for the die-cutting of the decals and backing sheet to shape specified. Shapes will vary significantly from order to order. Refer to EXHIBIT A for some of the typical shapes of decals which may be ordered.

All dies are the property of the Government. Contractor must maintain and store dies for use throughout the term of the contract. Upon completion of the contract, contractor must destroy all dies made.

PACKING:

Shrink-film wrap in units of 100 decals, unless otherwise specified on the print order.

Pack suitable in shipping containers not to exceed 45 pounds when fully packed.

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.

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 in accordance with the distribution list. Mark to Attn: NASA Printing Officer.

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 the U.S. Government Publishing Office, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the invoice.

QUALITY ASSURANCE RANDOM COPIES: In addition to the Departmental Random Copies (Blue Label), the contractor may be required to submit quality assurance random copies to test for compliance against 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: Ship f.o.b. contractor's city via small package carrier (*reimbursable*) to 10 to 25 addresses per print order. Addresses are both domestic (nationwide) and foreign.

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

An occasional order may require the contractor to ship via overnight shipping.

All shipping must be by traceable means. Contractor will be reimbursed for all shipping costs by submitting all shipping receipts with the contractor's billing invoice for payment. *NOTE: Orders are NOT to be shipped through the U.S. Postal Service.*

Upon completion of each order, all Government furnished material, digital deliverables, and 10 sample copies must be returned to: : Sherri Panciera, Printing Management Office, Code 271, Building 18, Room 110, 8800 Greenbelt Road, Greenbelt, MD 20771-0001 (NOTE: An occasional order may require the contractor to return the furnished material/digital deliverables/sample copies to an address other than Greenbelt, MD. The address will be specified on the print order.)

Upon completion of the contract, all dies made by the contractor must be destroyed.

Upon completion of each order, contractor must notify the ordering agency (on the same day the order ships) via email to the address indicated on the print order. The subject line of the email shall be "Distribution Notice for Program 828-S, Print Order XXXXX, Jacket Number XXX-XXX." The notice must provide all applicable tracking numbers, shipping methods, and title of product. Contractor must be able to provide copies of all shipping receipts upon agency request.

All expenses incidental to picking up and returning materials (including digital deliverables) as applicable, 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).

Furnished material and proofs must be picked up from and delivered to: Sherri Panciera, Printing Management Office, Code 271, Building 18, Room 110, 8800 Greenbelt Road, Greenbelt, MD 20771-0001. (NOTE: An occasional order may require the contractor to pick up furnished material and/or deliver/pick up proofs at an address other than Greenbelt, MD, as specified on the print order.)

Furnished electronic media and visuals must be returned with proofs.

No definite schedule for pickup of material can be predetermined at this time.

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 complete production and distribution within 13 workdays*.

No specific date is set for submission of proofs. Proofs must be submitted as soon as possible to allow for revised proofs, if contractor's errors are judged serious enough to require them.

Proofs will be withheld no more than three (3) workdays from their receipt at the ordering agency until they are made available for pickup. (The first workday after receipt of proofs at the ordering agency is day one (1) of the hold time.)

All proof and transit time is included in the 13-workday schedule.

*If extensive author's alterations and/or revised proofs are required by the Government, the contractor will be allowed two (2) additional workdays in the schedule. (Author's alterations of a minor nature are anticipated and must be completed within the above stated schedule.) The Government reserves the right to determine what will be considered extensive.

NOTE: If no proofs are required, contractor must complete production and distribution within 10 workdays 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 shipping f.o.b. contractor's city must be picked up by the 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, contractors are 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, 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 requirements under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered for a like period of time.

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

I. (a) 11
(b) 5

| | | |
|---------|--------|---------|
| II. (a) | (1) 20 | (2) 107 |
| (b) | 2 | 9 |
| (c) | 18 | 98 |

III. (a) 17
(b) 1,185

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 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.

Fractional parts of 1,000 will be prorated at the per-1,000 rate.

Contractor' billing invoices must be itemized in accordance with the line items in the "SHEDULE OF PRICES."

I. ELECTRONIC PREPRESS:

Note: If contractor is producing the products via digital printing, the cost of digital one-off proofs, when ordered, must be charged under I. (a).

(a) Digital color content proofper decal\$_____

(b) Digital one-piece composite laminated halftone proof.....per decal\$_____

(Initials)

II. PRINTING, LAMINATION/UV COATING, CONSTRUCTION, PACKING, AND DISTRIBUTION:

Prices offered shall include the cost of all required materials and operations necessary (including stock/paper) for the printing, lamination/UV coating, construction, packing, and distribution of the products listed in accordance with these specifications.

| | <u>Makeready and/or Setup</u> (1) | <u>Running Per 1,000 Copies</u> (2) |
|--|--|--|
| (a) Printing decal in four-color process and the backing sheet in black ink, including construction per decal..... | \$ _____ | \$ _____ |
| (b) Laminating with a gloss or matte film lamination..... per decal..... | \$ _____ | \$ _____ |
| (c) Coating with a gloss or matte UV liquid coating per decal..... | \$ _____ | \$ _____ |

III. ADDITIONAL OPERATIONS:

- (a) Creating die, including film positive of die per die\$ _____
- (b) Shrink-film wrapping per package\$ _____

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)

(Email Address)

E) ----->











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