

Program 2083-S  
Specifications by FB  
Reviewed by RW

U.S. GOVERNMENT PUBLISHING OFFICE  
Northwest

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

**Large Forest Service Maps**

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

U.S. Department of Agriculture  
Forest Service  
Portland, OR

Single Award

The term of this contract is for the period  
beginning May 1, 2023, and ending April 30, 2024

**BID OPENING:** Bids shall be opened at 2:00 p.m., prevailing Seattle WA time, on April 4, 2023 at the U.S. Government Publishing Office, Northwest. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

**TERM OF CONTRACT:** The term of this contract is for the period beginning May 1, 2023 and ending April 30, 2024, plus up to four 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 SUBMISSION:** The physical office is no longer open. Based on this, bidders MUST submit email bids to [bidnorthwest@gpo.gov](mailto:bidnorthwest@gpo.gov) for this solicitation. No other method of bid submission will be accepted at this time.

The Program 2083S and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after 2:00 PM, prevailing Seattle WA time on the bid opening date specified above will not be considered for award.

**ADDITIONAL EMAILED BID SUBMISSION PROVISIONS:** The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed bid including, but not limited to, the following –

1. Illegibility of bid.
2. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
3. The bidder's email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO's stated limit.
4. When the email bid is received by GPO, it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the emailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the email is received by GPO's email server as the official time stamp for bid receipt at the specified location.

Program 2083-S  
Large Forest Service Maps

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

The GPO 910 “BID” Form is no longer required. Bidders are to fill out, sign/initial, as applicable, all pages of SECTION 4. – SCHEDULE OF PRICES.

Abstracts of previous similar contract prices are available at <https://www.gpo.gov/how-to-work-with-us/vendors/contract-pricing>

For information of a technical nature, contact GPO Northwest at [infonorthwest@gpo.gov](mailto:infonorthwest@gpo.gov) and [fbuchko@gpo.gov](mailto:fbuchko@gpo.gov).

Program 2083-S  
Large Forest Service Maps

## SECTION 1. - GENERAL TERMS AND CONDITIONS

**GPO CONTRACT TERMS:** Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised 9-19)).

GPO Contract Terms (GPO Publication 310.2) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>

GPO QATAP (GPO Publication 310.1) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.

**SUBCONTRACTING:** The predominant production function is presswork.

**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	Government furnished material or Approved Proofs
P-8. Halftone Match (Single and Double Impression)	Government furnished material or Approved Proofs
P-9. Solid and Screen Tint Color Match	Pantone Matching System
P-10. Process Color Match	Government furnished material or Approved Proofs, with dot for dot fidelity to the Government Furnished Materials

**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 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).

Program 2083-S  
Large Forest Service Maps

**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 May 1, 2023 to April 30, 2024, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

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

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

If the Government exercises an option, the extended contract shall be considered to include this economic price adjustment clause.

**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 May 1, 2023 through April 30, 2024, plus for such additional period(s) as the contract is extended. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be "issued" upon notification by the Government for purposes of the contract when it is electronically transmitted or otherwise physically furnished to the contractor in conformance with the schedule.

Program 2083-S  
Large Forest Service Maps

**ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS:** A GPO purchase order will be issued to the contractor to cover work performed. The purchase order will be supplemented by an individual "print order" and various jacket numbers 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 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. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

**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.

Program 2083-S  
Large Forest Service Maps

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the "Ordering" clause of this contract.

**PAYMENT:** Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing. Instruction for using this method can be found at the following web address:  
<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/vendors/how-to-get-paid>.

Program 2083-S  
Large Forest Service Maps

## SECTION 2.- SPECIFICATIONS

**SCOPE:** These specifications cover the production of maps requiring such operations as printing, folding, packing, and delivery.

**TITLE:** Large Forest Service Maps

**FREQUENCY OF ORDERS:** Approximately 10 orders per year as follows: Format "A" is approximately 2 (1 process color and 1 black); Format "B" is approximately 2 (1 process color and 1 black); Format "C" is approximately 2 (1 process color and 1 black); and Format "D" is approximately 4 (2 process color and 2 black).

Some orders will require additional ink colors.

**QUANTITY:** Approximately 100 to 13,000 copies per order with an average of 3,700 copies per order.

**TRIM SIZES:** Various trim sizes will be ordered and paid for in their respective "Format" classification as follows:

Format "A": 18" x 27" up to and including 32" x 36"  
 Format "B": Over 32" x 36" up to and including 36" x 42"  
 Format "C": Over 36" x 42" up to and including 40" x 48"  
 Format "D": Over 40" x 48" up to and including 44" x 63"

### GOVERNMENT TO FURNISH:

Press-ready, Portable Document Format (PDF) sent by File Transfer Protocol (FTP).

Electronic media both IBM and/or Macintosh compatible. Native files could include but not limited to: PhotoShop, InDesign, Illustrator, Freehand, Avenza MAPublisher, and ArcGIS. Software will be in a variety of versions. Printer fonts will be provided on the file. All four color process will be converted to CMYK. The contractor must have the current versions and up-grade as they become available.

Film negatives may include peel coats, scribe coats, and/or various other plate-making media. Punch registration must not be disturbed and all contractor registration shall be removed upon return of films to the ordering agency.

Black & white and/or color photographs and/or color transparencies.

Camera copy including overlays.

Reprint samples and/or folding dummies.

Print orders.

GPO Form 905 for shipping container labels.

GPO Form 917, "Blue Box" Selection Certificate

GPO Form 2678, Dept Random Copies (Blue Label).

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except GPO imprint, form number and revision date when applicable, carried on copy or film or in electronic files, must not print on finished product.

Program 2083-S  
Large Forest Service Maps

**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.

The contractor will host a website with secure FTP service using either Secure Sockets Layer (SSL) or Transfer Layer Security (TLS) encryption. This web site must allow the agency to post Government furnished material and print proofs from the site when required.

The contractor must provide website information allowing the ordering agencies to post and retrieve Government furnished materials and proofs from their secure website.

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 Seattle Regional Printing Procurement Office.

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 specified quality level.

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

**COMPUTER TIME-WORK:** Will consist of minor repairs and/or corrections required by the ordering agency on electronic camera copy. Time work will be rounded up to closest 15 minute increments. **Prior to work, the contractor will be required to inform the GPO of the approximate time required for repairs or corrections.**

Prior to making revisions, the contractor will copy the furnished files and make all changes to the copy.

**FILMS/PLATES:** Multiple films for the same color may be furnished. A surprint charge will be allowed for each additional plate burn required after the initial color burn for each color. No additional charges will be allowed if contractor elects to make composite negative(s).

For some orders the agency may request contractor to make composite negatives.

Successful bidder will be required to furnish and underlay screens of various densities and to mend negatives when specified.

All 4-color process, duotones and monochromatic halftones must be screened with a 133 line or finer screen.

The films delivered to the Government must be the final films used for printing. They must be suitable for making press plates for subsequent reprinting without any retouching, opaquing, surprinting or any other hand or camera work.



Program 2083-S  
Large Forest Service Maps

Most films furnished will be register punched or have registration tick marks; however, this does not relieve the contractor from contractual responsibilities (see "Quality Assurance Through Attributes Program", GPO Pub. 310.1). In event that there are discrepancies regarding registration, the contractor must notify the agency.

**PROOFS:** When specified on the print order, contractor to furnish an emailed proof and/or two complete sets of Inkjet Proofs. Some orders will require agency approval of an emailed proof prior to creating hard copy proofs.

If emailed proofs are requested by the agency the contractor must submit one "Press Quality" PDF "soft" proof (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow, image position, content, and postscript interpretation. PDF proofs must indicate color breaks; overprinting; color composites; trapping. PDF proof will not be used for color match. Contractor must call agency to verify receipt of proofs.

If physical proofs are requested by the agency:

Two sets 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 dpi.

At contractor's option, two sets of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted in lieu of digital one-piece composite laminated halftone proofs. A proofing RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles Technology, and meets or exceeds industry tolerance to ISO 12647-7 standard for Graphic Technology (as of 2016 and future amendments) must be utilized. Proofs must be ripped and sent at plate resolution (minimum of 2400 x 2400 dpi). If using a 1 bit tiff, the tiff must be made at a minimum of 2400 dpi. Output must be a minimum of 2400 x 1200 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain *both* of the following to be evaluated for accuracy: 3-tier color control strip: IDEAlliance ISO 12647-7 2013(i1), and the GPO Resolution target found [www.gpo.gov/gporestarget.pdf](http://www.gpo.gov/gporestarget.pdf). NOTE: At any point during the term of this contract, if a contractor chooses this proof option, prior evaluation and approval of this proofing method must be provided by GPO, Quality Control for Published Products, to ensure that the final product will be produced in accordance with contract specifications. See instructions at: <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qlsamples6f200c30b44a64308413ff00001d133d.pdf>. Failure to obtain this evaluation and approval may be cause for the job to be rejected should the final product not match the proofs for color.

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

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press.

When proofs are requested by the agency the Contractor must not print prior to receipt of an 'OK 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. 13" dated September 2019.

Program 2083-S  
Large Forest Service Maps

The Contracting Officer reserves the right to reject shipments of any order printed on paper the color of which, in their opinion, materially differs from that of the color specified.

Stock to be used will be indicated on each print order.

Color of paper furnished must be a uniform shade and a close match by visual inspection of the JCP color samples.

White Opacified Text, basis weight: 60 lbs. per 500 sheets, 25 x 38", equal to JCP Code A80.

White High-Wet Strength Map, Lithographic-Finish, basis weight: 20 and 24 lbs. per 500 sheets, 17 x 22", equal to JCP Code E20.

White Synthetic Hop-syn, approximately 3.3 point thick.

White Synthetic Hop-syn, approximately 4.2 point thick.

White Synthetic Polyart, approximately 4.5 point thick.

White Paper Tyger, approximately 4.2 point thick.

White Chemical Wood Map, Lithographic-Finish, basis weight: 22 lbs. per 500 sheets, 17 x 22", equal to JCP Code E40.

**PRINTING:** Most orders will print head to head. It is anticipated that approximately 50% of orders will require 4-color-process printing. Approximately 50% orders will require a base ink color of black. Approximately 4 orders will require additional ink colors. All colors will require close registration.

Approximately 75% of the four color process and approximately 75% of the base black maps will print both sides, while the balance(s) will print one side only.

**INK:** All inks used must have a maximum resistance to fading in both artificial light and sunlight.

When required on orders using white extruded high density polyolefin (polypropylene) sheeting as the stock, the inks may require fade resistant ink. Fade resistant ink is defined as no appreciable visual shift in color after 80 hours in an Atlas Fadeometer or equivalent.

**MARGINS:** Some orders bleed on all four sides.

**FOLDING:** It is expected that 98 percent of the maps will fold. Fold according to folding dummy, reprint sample, or as specified on print order. It is also expected that finished folding sizes will be from approximately 4" x 9" to 8" x 11". Contractor may be required to make a number of different right angle folds prior to accordion folding.

**PACKING:** Wrap or shrink wrap in suitable units or as specified on print order. Flat maps are to be packed in such a manner as to ensure protection of all parts of the enclosed products.

Pack suitable quantities per shipping container. Each shipping container must not exceed 45 pounds when fully packed.

**LABELING AND MARKING:** Contractor must use GPO form 905 to mark all shipping containers.

Program 2083-S  
Large Forest Service Maps

**DISTRIBUTION:** Ship f.o.b. destination as follows: Most orders will require delivery to multiple destinations (up to 20) within the Continental United States (including, but not limited to: Washington, Oregon, Utah, California, New Mexico, Colorado, Wisconsin, Georgia, and Alaska).

Complete address(es) will be indicated on individual print order.

Upon completion of shipping the contractor must provide the agency with a shipping manifest.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to the agency. Call the agency to confirm receipt of documentation. The subject line of this message shall be "Distribution Notice for PROGRAM 2083-S, PRINT ORDER XXXXX". The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, and shipping receipts upon agency request.

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

**Most orders will also require a small amount of copies to be delivered to the Washington D.C. Metropolitan Area to a maximum of 3 destinations:**

**All map orders require FDLP copies.**

The FDLP always orders copies for distribution for maps, so those would always need to deliver to the Laurel, MD Document Warehouse delivery address.

**For Federal Depository Library Program (FDLP) copies:**

U.S. Government Publishing Office  
Federal Depository Library Program (FDLP)  
Document Warehouse  
8660 Cherry Lane  
Laurel, MD 20707-4986  
Item No. \_\_\_\_\_

**\*\*\*Anytime FDLP copies are ordered, there MUST be Library of Congress bylaw riders ordered. Because these are MAPS, the Library of Congress rider quantity is now 2 copies.**

**Library of Congress Copies:**

BAC (By-Law) 1525-01  
Library of Congress  
U.S. Serials and Government Documents Section  
U.S. Anglo Division  
101 Independence Avenue, SE, Stop 4276  
Washington, DC 20540-4276  
Marked: Depository File Copies

Program 2083-S  
Large Forest Service Maps

**For riders where MORE THAN ONE copy is ordered (BULK orders) for Depository Library:**

U.S. Government Publishing Office  
Federal Depository Library Program (FDLP)  
Document Warehouse  
8660 Cherry Lane  
Laurel, MD 20707-4986  
Item No. \_\_\_\_\_

**Superintendent of Documents Sales/Subscriptions copies:**

Stock No: \_\_\_\_\_  
U.S. Government Publishing Office  
Document Warehouse  
8660 Cherry Lane  
Laurel, MD 20707-4986 ISBN No. \_\_\_\_\_  
M/F: Sales Req. \_\_\_\_\_

(Shipping Labels for Supt. Docs. "Sales" Copies Must Contain Stock No., and ISBN No., as indicated)"

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

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

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

A copy of the print order/specification and a signed Certificate of Selection of Random Copies must be included.

A copy of the signed Certificate of Selection of Random Copies must accompany the invoice sent to U.S. Government Publishing Office, Financial Management Services, for payment. Failure to furnish the certificate may result in delay in processing the invoice.

Program 2083-S  
Large Forest Service Maps

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

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

**ADVANCE SHIPMENT:** The agency may require advance samples and will indicate on the print order when advance samples are required. Prior to shipment of any printed maps, negatives, or related materials, the contractor must furnish inspection copies of the map product ordered and the registration proofs provided by the Department, to the agency address. If the agency requests inspection copies there will be a minimum of 10 inspections copies or 0.5% - 1% of the total order. Inspection copies must be selected at random in the same manner as the blue label copies.

The Government will approve, conditionally approve, or disapprove the inspection copies within two (2) 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.

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

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

Successful bidder will be required to pick up Government furnished materials, including proofs when required, f.o.b. destination, at the Forest Service in Portland, Oregon. Proofs will be held by the Government no more than 5 workdays.

Complete production and shipment must be made within from 15 to 40 workdays.

It is anticipated that the majority of the orders will require delivery in the 20 to 30 workday range.

The ship/deliver date indicated on the print order is the date products ordered must be delivered to the destination(s) specified.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with 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

**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 12 months' work 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 the term of this contract.

The following item designations correspond to those listed in the "Schedule of Prices".

		(1)	(2)	(3)	(4)
I.	1.	(a) 2	(b) 2	(c) 2	(d) 4
		(a) 7	(b) 7	(c) 7	(d) 15
	2.	(a) 2	(b) 2	(c) 2	(d) 4
		(a) 7	(b) 7	(c) 7	(d) 15
	3.	(a) 1	(b) 1	(c) 1	(d) 1
		(a) 4	(b) 4	(c) 4	(d) 4
II.	(a)	72			
	(b)	(1) 1	(2) 1	(3) 7	(4) 3
III.	(a)	(1) 1	(2) 1	(3) 1	(4) 3
	(b)	1	1	1	1
	(c)	1	1	1	3
	(d)	1	1	1	1
	(e)	1	1	1	1
	(f)	1	1	1	1
	(g)	1	1	1	1
	(h)	1	1	1	1
IV.	(a)	2			
	(b)	(1) 2	(2) 2	(3) 2	(4) 4
	(c)	1	1	1	2

Program 2083-S  
 Large Forest Service Maps

**SECTION 4.- SCHEDULE OF PRICES**

Bids offered are f.o.b. destination.

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

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 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), N/A 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 vouchers submitted to the GPO shall be based on the most economical method of production.

Bids for each "Format" shall be for any trim size up to the maximum trim size listed for each of the "Formats", as outlined in Section 2. Specifications.

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

**I. PRINTING, FOLDING, PACKAGING, AND DISTRIBUTION:**

Price Per Side:	<u>Formats</u>			
	"A" (1)	"B" (2)	"C" (3)	"D" (4)
<b>1. Printing in black ink</b>				
(a) Makeready and setup charge.	\$ _____	\$ _____	\$ _____	\$ _____
(b) Running, per 1,000 copies.	\$ _____	\$ _____	\$ _____	\$ _____
<b>2. Printing in 4-color process</b>				
(a) Makeready and setup charge.	\$ _____	\$ _____	\$ _____	\$ _____
(b) Running, per 1,000 copies.	\$ _____	\$ _____	\$ _____	\$ _____
<b>3. Additional colors. This charge is in addition to either I.1 or I.2. above:</b>				
Per color of ink, per side:				
(a) Makeready and setup charge.	\$ _____	\$ _____	\$ _____	\$ _____
(b) Running, per 1,000 copies.	\$ _____	\$ _____	\$ _____	\$ _____

\_\_\_\_\_  
 (Initials)

**II. FILMS:**

Illustrations: An illustration charge will be allowed for an element that is not furnished in position on the Government furnished material and/or that requires a separate exposure. The price quoted should include the cost of all proofs, materials, and operations required to produce the illustration in its final form as an integral part of the basic trim/page-size film.

(a) Film, per square inch.	\$ _____			
	<u>Formats</u>			
	“A”	“B”	“C”	“D”
	(1)	(2)	(3)	(4)
(b) **Surprint: Compositing additional images on plate, per exposure.	\$ _____	\$ _____	\$ _____	\$ _____

\*\*This charge will be allowed on orders that require an additional exposure be made after the first initial plate burn for each color and to include the cost of furnishing and under-laying screens.

**III. STOCK/PAPER:**

Payment for all stock/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 products ordered in the applicable "Format" group. The cost of any paper required for make-ready or running spoilage must be included in the prices offered.

		<u>Per 1,000 leaves</u>		
	“A”	“B”	“C”	“D”
	(1)	(2)	(3)	(4)
(a) White Opacified Offset Book (60-lbs.)	\$ _____	\$ _____	\$ _____	\$ _____
(b) White Hi-Wet Strength Map (20-lbs.)	\$ _____	\$ _____	\$ _____	\$ _____
(c) White Hi-Wet Strength Map (24-lbs.)	\$ _____	\$ _____	\$ _____	\$ _____
(d) White Synthetic Hop-Syn (3.3 point)	\$ _____	\$ _____	\$ _____	\$ _____
(e) White Synthetic Hop-Syn (4.2 point)	\$ _____	\$ _____	\$ _____	\$ _____
(f) White Synthetic Polyart (4.5 point)	\$ _____	\$ _____	\$ _____	\$ _____
(g) White Paper Tyger (4.2 point)	\$ _____	\$ _____	\$ _____	\$ _____
(h) White Chemical Wood Map, Lithographic Finish (22-lbs.)	\$ _____	\$ _____	\$ _____	\$ _____

**IV. ADDITIONAL OPERATIONS:**

- (a) Computer time work on electronic camera copy corrections, per hour. These charges will only be allowed after the contractor pre-flights the Government furnished computer disk or CD and after the agency is notified in advance of the estimated time required to make corrections. \$ \_\_\_\_\_

		<u>Formats</u>		
	“A”	“B”	“C”	“D”
	(1)	(2)	(3)	(4)
(b) Emailed proofs, per trim size unit.	\$ _____	\$ _____	\$ _____	\$ _____
(c) High Resolution and Inkjet proofs, per trim size unit.	\$ _____	\$ _____	\$ _____	\$ _____

\_\_\_\_\_  
(Initials)



Program 2083-S  
Large Forest Service Maps

\*\*\*\*\*

**DISCOUNTS:** Discounts are offered for payment as follows: \_\_\_\_\_ Percent, \_\_\_\_\_ calendar days. See Article 12 “Discounts” of Solicitation Provisions in GPO Contract Terms (Publication 310.2).

**AMENDMENT(S):** Bidder hereby acknowledges amendment(s) number(ed) \_\_\_\_\_

**BID ACCEPTANCE PERIOD:** In compliance with the above, the undersigned agree, if this bid is accepted within \_\_\_\_\_ calendar days (60 calendar days unless a different period is inserted by the bidder) from the date for receipt of bids, to furnish the specified items at the price set opposite each item, delivered at the designated points(s), in exact accordance with specifications.

NOTE: Failure to provide a 60-day bid acceptance period may result in expiration of the bid prior to award.

**BIDDER’S NAME AND SIGNATURE:** Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms – Publication 310.2. When responding by email, fill out and return one copy of all pages in “SECTION 4. – SCHEDULE OF PRICES,” including initialing/signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, §2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

Failure to sign the signature block below may result in the bid being declared non-responsive.

Bidder \_\_\_\_\_  
(Contractor Name) (GPO Contractor’s Code)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City – State – Zip Code)

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

\_\_\_\_\_  
(Person to be Contacted) (Telephone Number) (Email)

FOR GPO USE ONLY

\*\*\*\*\*

Contracting Officer Review \_\_\_\_\_ Date \_\_\_\_\_ Certifier \_\_\_\_\_ Date \_\_\_\_\_