

U.S. GOVERNMENT PUBLISHING OFFICE
Dallas, TX

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS
For the Procurement of

Outreach Items

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

U.S. Department of Agriculture – Natural Resources Conservation Services – Texas State Office

BID OPENING: Bids shall be publicly opened at 10:00 AM (CST), prevailing Dallas, TX time, on December 11, 2018.

For information of a technical nature call Jim Hunt at (214) 767-0451, Ext. 5.

GPO CONTRACT TERMS: GPO has issued a new *GPO Publication 310.2, GPO Contract Terms - Solicitation Provisions, Supplemental Specifications, and Contract Clauses (Rev 1-18)*. Prospective bidders should carefully read this publication as the applicable terms within become an integral part of this contract. The document is posted at <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards> along with a list of major revisions.

BIDDERS, PLEASE NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, all pages under "OFFERS" (Page 16).

Facsimile bids are acceptable. Only submit **one bid** for a single bid jacket per fax transmission. Telegraphic, voice telephonic, other electronic, or mailgram bids are not acceptable. Refer to GPO Contract Terms (GPO Pub. 310.2). **Facsimile bids must include the "Additional Rates" on Pages 13-14.** Submit bids to: Fax 214-767-4101, or send to U.S. Government Publishing Office, 1100 Commerce Street, Suite 731, Dallas, TX 75242.

Bids must be received no later than the exact date and time specified.

BUY AMERICAN ACT - NOTE: In compliance with Contract Terms, Contractor must state within bid submitted the Country of origin where ALL end product are being manufactured.

Indicate the Country of origin on Schedule of Prices on Page 14.

SUBCONTRACTING: The predominant production function is determined to be other than presswork. Accordingly, Contract Clause 6, "Subcontracts," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1/18)), is modified to permit subcontracting. The contractor may make contracts with any other party for the furnishing of any part of the supplies or work specified.

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/agency/billing-and-payment>

COMPLIANCE REPORTING: Contractors are to report information regarding each order for compliance reporting purposes and include date(s) of completion, in accordance with the contract requirements by faxing to Evelyn Whitehead at efaxdallas@gpo.gov or at 800-865-5193. Personnel receiving the fax will be unable to respond to questions of a technical nature.

PREAWARD SURVEY:

In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct a pre-award survey or to require other evidence of technical, production, managerial, financial, security, and similar abilities to perform, prior to the award of a contract. This pre-award survey will include an inspection of the equipment on which file transmissions will be sent or received.

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

Product Quality Levels:

- (a) Printing Attributes -- N/A.
- (b) Finishing Attributes -- N/A.

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. Proof/Electronic Media
P-9. Solid or Screen Tints Color Match	Approved Proof/Electronic Media

TITLE: USDA – Natural Resources Conservation Services Outreach Items

PRODUCTS: These specifications set forth the requirements and descriptions of 30 imprinted products. ALL products will be imprinted using the appropriate imprint process for each item. Copy is line art illustration(s) and text matter in black, opaque white, Pantone 288 (dark blue) and/or Pantone 343 (dark green). Contractor must closely match USDA Pantone colors when possible. See “DESCRIPTION” and “Atch A” for each item. Includes packaging and shipping various quantities of each product to seven (7) different locations. SEE DISTRIBUTION.

QUANTITY: Various quantities of 30 different outreach items = 140,797 total items. SEE ITEMS 1-30 in DESCRIPTION.

Contractor must submit one (1) sample of each of the final printed products for ALL items, except #s 26, 27 and 30 to GPO – Dallas Office. Samples are not included with contract-specified quantity.

This specification includes attachment(s) that is/are an integral part of the specifications.

Note: Contractors receiving this specification via fax machine will need to go on-line to the Contract Opportunities' link within the GPO Contractor Connection section at the GPO web site, located at <https://www.gpo.gov/how-to-work-with-us/vendors/contract-opportunities> in order to download the solicitation Attachment herewith. Contractors viewing this solicitation on-line can download the entire PDF. The Attachments are included on pages 17-26.

All parties can obtain an e-mail copy of the attachment(s) prior to quotation deadline by e-mailing jhunt@gpo.gov with their request. Please include jacket number in subject line, request attachments in body of e-mail, and include alternate e-mail address if other than the sending e-mail address.

No additional payment will be allowed for the correction of errors due to the failure of the contractor to examine the attachments and thoroughly understand the nature and extent of the work to be performed.

DESCRIPTION: See pages 17-26 for visuals of each item specified.

ITEM 1: Classic Jumbo Rain Gauge

- Wheel registers accumulated rainfall up to 6"
- Measurements are shown in inches
- Unit may be inserted into the ground or mounted to a post, deck or out building
- Clear body and large numbers
- Size: 10 x 5-5/8"
- 8,000 total items
 - 2,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 2: Mini 6' Tape Measure Keychain

- Measures up to 6 feet
- The metal measuring tape displays both inches and metric increments
- Features black trim that also functions as a grip
- Built-in tape lock device
- Tape measure is attached to a split ring keychain so it's portable on a key ring, tool belt or belt loop.
- Size: 1-7/8" x 2" x 3/4".
- 8,000 total items
 - 2,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 3: Lip Balm & Sunscreen Combo

- Clips to a belt loop, golf bag, purse or key ring using the included carabiner
- Clear bottle holds 1.9-oz water-resistant, broad spectrum SPF30 protection
- Slim white tube holds SPF15 beeswax lip moisturizer
- Lip balm tube has a tamper-resistant safety seal
- Drug facts and ingredients are listed on the labels of both the sunscreen and lip balm
- 8,000 total items
 - 2,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 4: Reinforced Handle Plastic Bag - 15 x 12"

- This ultra-thin 2.5 mil grab bag is designed with die-cut handles
- The die-cut handles are reinforced by the fold-over design
- Handle openings are perforated for easy removal
- LDPE bag is made from #4 plastic, which can be recycled in most areas; check locally for more information
- Size: 15" x 12" x 3"
- 8,000 total items
 - 2,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 5: Dual Pocket Notebook

- Spiral bound notebook features 70 white, lined pages
- Multi-layered plastic cover creates two outer and two inner pockets
- Designed to store, receive and hand out business cards
- Blue cover with a contrast translucent white top pocket.
- Size: 7 x 5"
- 8,000 total items
 - 2,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 6: Toothpick Dispenser

- Thumbslide mechanism holds toothpicks in when slid up and pushes toothpicks out when slid down
- Holds approximately 12 toothpicks and is refillable
- Color: White
- Size: 1 x 3-1/2"
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 7: Insect Repellent Bracelet

- Infused with Geraniol Oil, Lemongrass Oil and Citronella Oil for insect-repelling purposes
- Bracelets are reusable, with the repellent lasting for up to 168 hours
- Color: Neon blue/green
- Each engraving will have a brown appearance
- Size: One Size Fits Most
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 8: Fringed Velour Spirit Towel - 11 x 18"

- Custom spirit towels are made of super soft cotton terry velour
- Fabric is triple sheared for a smooth print surface
- Colors: ½ blue, ½ green (match USDA colors)
- Size: 11 x 18"
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 9: Western Hat Soft Keychain

- Cowboy-hat-shaped tag is made of soft vinyl for a flexible feel and an easy grip
- Split-ring grasps your keys with a secure hold
- Small size makes it easy to fit into pockets or attach to belt loops
- One-half in blue, green (match USDA colors)
- Size: 1-3/8" x 2-3/8" x 1/8"
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 10: Adhesive Cell Phone Wallet

- 3M Adhesive backing sticks securely to the back of your cell
- Holds up to two cards, including credit cards, IDs, hotel room key cards, gym passes or business cards
- Design will not deactivate credit card and hotel swipe card
- Size: 3-3/8" x 2-1/4" x 1/8"
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 11: Remi Pen

- Black accents with the curvy barrel
- Rubberized grip
- Chrome trim throughout the barrel
- Color: Metallic blue
- Medium-point black ink
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 12: Impression Series Seed Packet - Wildflower Mix

- Constructed from recycled paper, these bright white packets hold Wildflower seeds
- Full color imprint
- Front of the packet features a full-color Wildflower photograph (TBD)
- Size: 3-1/4 x 4-1/2"
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 13: Wall Street Letter Opener and Magnifier

- Tool combines stainless steel cutting action with a 3X acrylic magnifier.
- 1/2 blue, 1/2 white
- Each letter opener is individually polybagged.
- Size: 2-1/4 x 3-1/2"
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 14: Cell Phone Stand

- Allows for hands-free smartphone use
- Adhesive backing securely attaches to the back phone
- Removal stand for repositioning or cleaning
- Wash and air dry to regenerate adhesive for continued use
- The collapsible cell phone stand stays flat while not in use and expands when needed
- Stand provides grip while taking photos, selfies or texting
- Can prop up your phone up for hands-free use while video chatting or watching videos
- Size: (expanded) 9/16" H x 1-9/16" diameter; (collapsed) 1/4" H x 1-9/16" diameter
- Color white
- 5,000 total items
 - 2,000 to HQ
 - 500 each to six (6) addresses

ITEM 15: Yo-Yo

- Size: 2" diameter
- 1/2 translucent blue, 1/2 translucent green (match USDA colors, if possible)
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 16: Bandage Dispenser

- Opens easily for refills
- Includes five assorted-color latex-free bandages
- 1/2 in blue, 1/2 in green (match USDA Colors)
- Size: 1-5/8" x 4-3/16" x 3/8"
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 17: Waikiki Mirrored Sunglasses

- Designed with modern translucent frames and color-coordinating mirrored lenses
- Lenses provide 100% UVA/UVB protection
- 1/2 in translucent green, 1/2 in blue (match USDA colors, if possible)
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 18: 6-Pack Insulated Cooler Bag

- 70D nylon cooler bag holds 6-packs, plastic food containers and freezer meals
- Royal Blue
- The wraparound zippered closure and PEVA insulation help prevent cold escape
- Stash extra napkins and utensils in the front slip pocket
- Has adjustable shoulder strap
- Size: 6" x 8-1/2" x 6"
- 7,000 total items
 - 1,000 to HQ
 - 1,000 each to six (6) addresses

ITEM 19: Pacific Aluminum Sport Bottle - 26 oz

- Single-wall aluminum construction
- Screw-on lid with metal carabiner clip
- Larger capacity and lightweight construction
- 1,500 total items
 - 300 to HQ
 - 200 each to six (6) addresses

ITEM 20: 42" Folding Umbrella with Auto Open - Alternating - 42" Arc

- Auto-open umbrella has 42" arc.
- The umbrella folds up to 15-1/2" long, with matching nylon sleeve
- Matte rubberized finish handle
- Color: Hunter green and white
- 1,500 total items
 - 300 to HQ
 - 200 each to six (6) addresses

ITEM 21: Thermometer - 12-3/4"

- Thermometer case is constructed from weather-resistant double polystyrene with clear plastic lens
- White imprint area features Fahrenheit and Celsius temps
- Navy Blue and black
- Packages in an individual corrugated mailer
- 1,500 total items
 - 300 to HQ
 - 200 each to six (6) addresses

ITEM 22: Ear Buds with Triangle Case

- Comes with plastic triangular storage case.
- Wind the cord around the inside to keep it tangle-free
- The ear bud trim matches the case for a color-coordinated effect
- Royal blue and white
- Size: 2-1/4" x 2-1/4" x 5/8"
- 1,500 total items
 - 300 to HQ
 - 200 each to six (6) addresses

ITEM 23: Mini Swing USB Drive - 1GB

- USB flash drive is lightweight and features a black plastic case with a metal swing cover
- Mix colors Metallic gold, green and blue
- Opens like a pocket knife to protect the USB port
- 1GB of storage
- Features 2.0 data transfer speed
- Designed with a hole in the cover for securing to a lanyard, keychain or the included mini strap
- Size: 9/16" x 1-1/4" x 1/4"
- 1,500 total items
 - 300 to HQ
 - 200 each to six (6) addresses

ITEM 24: Drawstring Tote Backpack

- Sportpack is made of 600-denier polyester
- Features a zippered side pocket, padded adjustable shoulder straps, and a nylon handle on top
- Cinches shut with drawstring
- Forrest green
- Approximate size: 16-1/2" x 17" x 12"
- 1,500 total items
 - 300 to HQ
 - 200 each to six (6) addresses

ITEM 25: Neo Vacuum Insulated Cup - 10 oz

- Double wall stainless steel construction and vacuum insulation.
- 1/2 Blue, 1/2 lime green
- Keeps drinks hot or cold
- Push-on clear lid with a drink-through opening
- Size: holds 10 ounces
- 1,500 total items
 - 300 to HQ
 - 200 each to six (6) addresses

ITEM 26: Director Chair - Bar Height

- High-quality rubberwood chairs feature a natural finish and removable canvas back and seat.
- Taller bar-height design makes you more visible to passersby; seat height measures 30-1/4" from the floor
- Folds up for portability, but safety lock helps keep the chair stable when unfolded
- Designed for use at trade shows, conventions, job fairs, sporting events and other events
- 1/2 hunter green and 1/2 navy
- Size: 46-1/2" x 24-1/8" x 21"
- 20 total items
 - 8 HQ
 - 2 each to six (6) addresses

ITEM 27: POP IT Premium Three Tier Brochure Stand

- Free standing promotional display is designed to keep brochures organized and easy to reach
- Lightweight, yet durable 1/2" thick honeycomb corrugated material that is sturdier than standard cardboard
- Each shelf features a maximum weight of 10 pounds, even weight distribution is recommended
- Easy to assemble, reusable and are recyclable when no longer needed
- Size: 54-1/4" x 12-1/8" x 18"
- 20 total items
 - 8 to HQ
 - 2 each to six (6) addresses

ITEM 28: Voyager COB Flashlight

- Ultra-bright COB flashlight is made from long-lasting aluminum.
- Mix colors green, black and blue
- Black On/Off button on the end of the barrel operates flashlight
- Requires three (2) replaceable AAA batteries
- Flashlight outputs approximately 80 lumens.
- Size: 3-5/8 x 1-1/8"
- 1,000 total items
 - 400 to HQ
 - 100 each to six (6) addresses

ITEM 29: Find-Your-Luggage Tag

- Spot your luggage coming down the conveyor belt with these brazen color options.
- Soft vinyl tag features a matching strap
- Durable, seamless construction can withstand some rough handling in the cargo hold
- Stock ID card is included, but the slot also fits a standard business card
- Colors: TBD
- Size: 2-1/4 x 4"
- 250 items to HQ only

ITEM 30: Splash Floor Display - 7' - Wrap Graphics

- Display features a dye-sublimated, front-fabric display that sets up in mere minutes
 - Artwork in full color, will be provided after award
- Lightweight aluminum frame
- Features premium, poly knit fabric
- Includes a soft carrying case for storage plus protection and easy portability
- Designed for tradeshow or convention use
- Size: 89-1/2" x 90" x 12-1/4"; 14 lb
- 7 items to HQ only

Bidders may be required to provide either a link to a website containing the item description and a visual for the product they are bidding or written specifications along with a visual for the product they are bidding, within four (4) hours of the written or verbal request from GPO. Bidders unable to comply may not be considered for award.

GOVERNMENT TO FURNISH:

Electronic Media: Various image formats for all logos such as .EPS, .AI, .JPG, .TIF. Contractor will adjust sizes, colors and image quality as required for each product. Include all costs in bid.

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.

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 your contract administrator.

The contractor shall create/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.

PROOFS:

Contractor to submit one PDF proof of the art file demonstrated in position on the product. PDF proofs will be evaluated for image position and product quality. Proof will not be used for color match.

Email proofs on or before December 17, 2018. Contractor must call Jim Hunt at 214-767-0451 x5 to confirm receipt.

The proofs will be checked for quality and compliance with these specifications, approved or approved with comments and the contractor will be notified within TWO (2) working days after receipt by the U.S. Government Publishing Office, Dallas, TX and the ordering agency.

If, in the opinion of the GPO and/or Department, the proofs are not a true representation of the furnished copy, or contain noticeable defects they will be rejected must be corrected and reproofed at no additional expense to the Government. The schedule stated elsewhere in these specifications CANNOT be extended to allow for such reproofing. Include GPO jacket number in the subject line of all emails.

Email proofs to romona.taylor@tx.usda.gov; contractor must also copy contract administrator at jhunt@gpo.gov. GPO Jacket number 548-069 must appear on all correspondence.

If the contractor cannot provide an acceptable set of PDF proofs by this date or within a reasonably sufficient time to allow for proof review and printing BEFORE THE ESTABLISHED DELIVERY DATE, he/she may be required to show cause as to why the contract should not be terminated for default.

AFTER PDF APPROVAL, A PRIOR-TO-PRODUCTION SAMPLES WILL BE REQUIRED.

PRIOR TO PRODUCTION SAMPLES:

After the PDF is approved and prior to the commencement of production of the contract production quantity, the contractor must provide TWO (2) prior-to-production samples for ITEMS 2 AND 3 ONLY, no later than December 21, 2018. Each prior-to-production sample must be constructed as specified using the form, ink, equipment, and methods of production which will be used in producing the finished product.

The Government will approve, conditionally approve, or disapprove the samples within THREE (3) workday 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 therefor.

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

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, "Notice of Compliance With Schedules," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

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

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

The prior-to-production samples must be delivered by the date specified above to:

USDA-NRCS

Attn: Romona Taylor (254-742-9553)

101 South Main

Temple, TX 76501

-----1 prior to production sample each of items #2 and #3.

U.S. Government Publishing Office

1100 Commerce Street, Suite 731

Dallas, TX 75242

-----1 prior to production sample each of the designated items. M/F: PTP/J548-069/jh.

CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT"

STOCK/PAPER: N/A

PACKING: Pack to prevent damage in transit. Each item with a gift box must be boxed in the gift box. Box each item separately and identify, carton weight NTE 40 lbs per shipping container. Items that are poly-bagged may be boxed NTE 40 lbs per container. Mark each carton with item name and quantity contained within. DO NOT intermingle products in the same box. Properly marked boxes may be shipped in the same container.

NOTE: All shipping containers require a container label. Complete a copy of the enclosed shipping label(s) (GPO Form 905) and affix one to each shipping container according to the instruction at the top of the carton label sheet (make additional copies as necessary).

NOTIFICATION OF SHIPMENT: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to ramona.taylor@tx.usda.gov and jhunt@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 548-069/REQ: 8-00005". 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.

DISTRIBUTION: F.O.B. Destination. All shipments must be via traceable means. Inside delivery required. Items ship to seven (7) different addresses in various quantities. NOTE: First address is referred to as HQ in quantity list. Remaining six (6) addresses receive the same quantity of items 1-28 as indicated above. SEE Atch A and DESCRIPTION.

U.S. Department of Agriculture

National Resources Conservation Service

Attn: Romona Taylor (254-742-9553)

101 South Main

Temple, TX 76501

USDA-NRCS

Attn: Quenna Terry (806-791-0581)

4609 West Loop 289

Lubbock, TX 79414-1403

USDA-NRCS

Attn: Donnie Lunsford (325-944-0147)

3878 West Houston Harte

San Angelo, TX 76901

USDA-NRCS

Attn: Melissa Blair (361-241-0609)
13434 Leopard Street, A-14
Corpus Christi, TX 78410-4466

USDA-NRCS

Attn: Beverly Moseley (254-742-9810)
1716 Briarcrest Drive, Suite 510
Bryan, TX 77802-2700

USDA-NRCS

Attn: Dee Ann Littlefield (940-538-4681)
210 W. Ikard Ste
Henrietta, TX 76365

USDA-NRCS

Attn: Bertha Venegas (830-249-3508 extension 103)
136 Old San Antonio Rd., Suite 302
Boerne TX 78006

U.S. Government Publishing Office

1100 Commerce Street, Suite 731
Dallas, TX 75242

-----1 inspection sample each for all items except #s 26, 27 and 30 – 27 total items. M/F Samples/J548-069/jh.

ADDITIONAL RATES:

Additional Rate per EACH item, ordered and shipped at the same time:

ITEM #/DESCRIPTION: ADDITIONAL RATE

ITEM #1 Rain gage: _____

ITEM #2 Tape measure: _____

ITEM #3 Chapstick/sun screen: _____

ITEM #4 Plastic bag: _____

ITEM #5 Pocket notebook: _____

ITEM #6 Toothpick holder: _____

ITEM #7 Insect repellent bracelet: _____

ITEM #8 Towel: _____

ITEM #9 Cowboy hat keychain: _____

ITEM #10 Phone wallet: _____

ITEM #11 Pen: _____

ITEM #12 Seed package: _____

ITEM #13 Letter opener: _____

ITEM #14 Phone stand: _____

ITEM #15 Yoyo: _____

ITEM #16 Bandage dispenser: _____

ITEM #17 Sunglasses: _____

ITEM #18 Lunch tote: _____

ITEM #19 Water bottle: _____

ITEM #20 Umbrella: _____

ITEM #21 Outdoor thermometer: _____

ITEM #22 Earbuds: _____

(Initials)

ITEM #23 Flash drive: _____

ITEM #24 Sports backpack: _____

ITEM #25 Thermal cup: _____

ITEM #26 Director chair: _____

ITEM #27 Literature rack: _____

ITEM #28 Flashlight: _____

ITEM #29 Bag tag: _____

ITEM #30 Display: _____

COUNTRY OF ORIGIN: _____

LIST ITEMS MANUFACTURED IN THE US BY PRODUCT #: _____

(Initials)

SCHEDULE:

- Award will be made and purchase order issued on or before December 13, 2018.
- PDF Proofs due on or before December 17, 2018.
- Prior to production samples of selected items on or before December 21, 2018.
- Final delivery of all products January 30, 2019.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

OFFERS: Offers must include the cost of all materials and delivery to each destination for each item listed in accordance with these specifications.

In addition to a price for the quantity called for in these specifications, a price must also be submitted for each additional ITEM produced at the same time as the initial order. The price for additional quantities must be exclusive of all basic or preliminary costs. See pages 13-14.

BILLING ADJUSTMENTS DUE TO SCHEDULED QUANTITY CHANGES (+/-) WILL BE AT THE CONTRACTOR'S "ADDITIONAL RATE". Prices for the "ADDITIONAL RATES" shall be based on a continuing run and must be exclusive of all preliminary charges and will not be a factor for determination for award.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to: U.S. Government Publishing Office, 1100 Commerce Street, Suite 731, Dallas, TX 75242. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to Fax No. (214) 767-4101. The jacket 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 January 2018. Hand delivered bids are to be taken to: U.S. Government Publishing Office, 1100 Commerce Street, Suite 731, Dallas, TX 75242, between the hours of 8:00 a.m. and 4:00 p.m., prevailing Dallas, TX time, Monday through Friday. Contractor is to follow the instructions in the bid submission/opening area. If further instruction or assistance is required, call (214) 767-0451, Ext 5.

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID)

JACKET NUMBER: 548-069**TOTAL BID PRICE \$**_____**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).**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.

AMENDMENT(S): Bidder hereby acknowledges amendment(s) number(ed) _____**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 fax or mail, fill out and return one copy of pages 13, 14 and 16, initialing/signing where indicated.

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)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID).

THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____ Contracting Officer: _____ Date: _____
(Initials) (Initials)



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ITEM 1- Rain gage. Prints agency seal in USDA blue



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 Department of
 Agriculture**

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ITEM 2—Measuring Tape prints logo in full color



**United States
 Department of
 Agriculture**

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ITEM 3—Chapstick with sunscreen. Prints full color logo.



ITEM 4 — Plastic Bags—Large. Common logo, text layout both sides



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ITEM 5—Pocket notebooks. USDA-NRCS logo in white.



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ITEM 6—Toothpick holder with toothpicks. White holder with blue logo.



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ITEM 7 — Insect repellent bracelet. 1/2 blue, 1/2 green with white logo.



Helping People Help the Land

ITEM 8—Towel 1/2 Blue, 1/2 Green. Imprint with white logo.



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ITEM 9—Cowboy hat keychain. 1/2 blue, 1/2 green. Imprints in white..



ITEM 10 -- Phone wallet. 1/2 Navy, 1/2 black. Imprints in white.



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ITEM 11—Pen. Metallic Blue. Imprints in white USDA logo



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ITEM 12—Seed package prints full, four process color both sides



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ITEM 13 — Letter Opener. 1/2 white, 1/2 blue. Color/white logo.



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ITEM 14—Cell phone stand, white with color logo



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ITEM 15— Yoyo. 1/2 translucent blue/green. White USDA logo



ITEM 16 -- Bandaid dispenser imprints in white



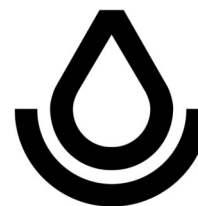
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ITEM 17— Sunglasses Text, outside both ear holders



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ITEM 18— Lunch tote , blue with logo will print in white.



ITEM 19 -- Water Bottle, white. Color logo.



ITEM 20— Umbrella. Hunter green/white. White USDA logo and



raindrop



ITEM 21—Outdoor thermometer, Navy blue/black with Blk USDA logo and raindrip.





ITEM 22 -- Earbud with case. Royal blue/white with black logo.



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ITEM 23— Flash drive. 1/3 in Metallic Gold, Green and Blue. Black logo.



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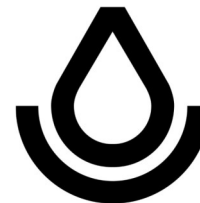
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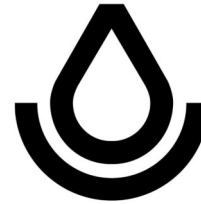
ITEM 24— Sports backpack. Forest Green with white logo and raindrop..



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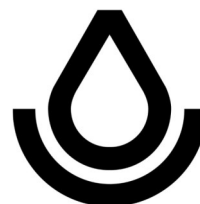
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ITEM 25— Cup. Blue/Lime Green with White logo and raindrop



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ITEM 26—Director chair in Hunter Green and Navy. White logo. Reverse side of seat back



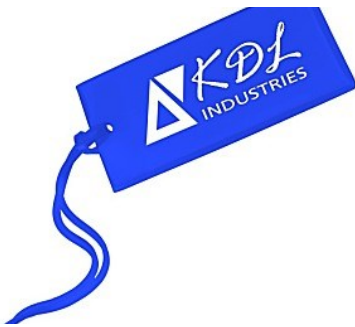
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ITEM 27— Literature rack, both sides



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ITEM 28—Flashlight. Green/Blue/Black with white logo



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ITEM 29 — Display case tags. TBD with SO address and logo in white



Full color image to be determined

ITEM 30—Display. TBD