

Jacket: 618-279
Title: 988 Suicide & Crisis Lifeline Safety Plan Pads (2024 Logo)- PEP24-988-010
Agency: Government Publishing Office
Bid opening: October 30, 2024 at 11:00 a.m., prevailing Eastern Standard Time

Jacket	Contractor Name	QTY	Bid	Terms	Discount
*618-279	J.J. Collins & Sons	30,000,000	\$ 208,950.00	Net % Net days	\$ 208,950.00
618-279	Specialty Print Communications	30,000,000	\$ 249,276.00	5 % 21 Days	\$ 236,812.20
618-279	K M Media	30,000,000	\$ 327,300.00	0.25 % 20 days	\$ 326,481.75
618-279	Advantage Mailing LLC - Anaheim	30,000,000	\$ 334,390.98	0.25 % 20 days	\$ 333,555.00
618-279	Phoenix Lithographing	30,000,000	\$ 363,434.50	5 % 20 days	\$ 345,262.78
618-279	Avalon Copy Centers of America	30,000,000	\$1,480,523.93	Net % Net days	\$1,480,523.93

TN / WL

U.S. Government Publishing Office (GPO)
Midatlantic Region
General Terms, Conditions, and Specifications
For the procurement of
988 Suicide & Crisis Lifeline Safety Plan Pads (2024 Logo) - PEP24-988-010
As requested from U.S. Government Publishing Office (GPO) by the
US Army / Army Materiel Command

BID OPENING: Bids shall be opened virtually at **11:00 AM**, Eastern Time (ET), on **October 30, 2024**, at the U.S. Government Publishing Office. All parties interested in attending the bid opening shall email bids@gpo.gov one (1) hour prior to the bid opening date and time to request a Microsoft Teams live stream link. This must be a separate email from the bid submission. The link will be emailed prior to the bid opening.

For information regarding the solicitation requirements prior to award, please contact Theresa Nagel 757-490-7940 Ext. 3 or tnagel@gpo.gov.

BID SUBMISSION: Bidders must email bids to bids@gpo.gov for this solicitation. No other method of bid submission will be accepted at this time. The *Jacket Number* and bid opening date must be specified in the subject line of the emailed bid submission. ***Bids received after the bid opening date and time specified above will not be considered for award.***

Bidders are to fill out, sign/initial, as applicable, Page 6.

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.

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 completed copy of all applicable pages (pgs. 9) that include the Jacket Number, Bid Price, Additional Rate, Discounts, Amendments, Bid Acceptance Period, and Bidder's Name and Signature, including 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.

OFFERS: Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional 1,000 copies. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

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>

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

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.

NOTE: Prior to award the apparent low vendor must be able to show ability to produce the product in question and may be asked to supply samples of similar items.

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>

Vendors are expected to submit invoices within 15 days of job shipping/delivery.

MODS: If any additional costs are incurred during the production of this job due to Government action (i.e. AAs), contractor is REQUIRED to submit written request to the Printing Specialist for written approval BEFORE proceeding.

Only a warranted GPO Contracting Officer acting within their appointed limits, has the authority to issue modifications or otherwise change the terms and conditions of this contract. If an individual other than the GPO Contracting Officer attempts to make changes to the terms and conditions of this contract, you shall not proceed with the change and shall immediately notify the GPO Contracting Officer. Proceeding with any work not authorized by the GPO Contracting Officer will be at the Contractor's own risk.

SUBCONTRACTING: The predominant production function is printing. Bidders who must subcontract this operation will be declared non-responsible.

PRODUCT: Safety plan pads with chipboard backing

QUANTITY: 30,000,000 sheets (50 sheets per pad + chipboard backing, 120,000 packs of 5 pads)

TITLE: 988 Suicide & Crisis Lifeline Safety Plan Pads (2024 Logo) - PEP24-988-010

PAGES: Face Only

TRIM: 5 x 7"

DESCRIPTION: PRINT in 4CP no bleed. Include chipboard backing for all pads. Pad along the 5" side. Adhesive used must permit clean separation of the parts without damage to the any parts/sets.

SCHEDULE: Adherence to this schedule must be maintained. See "Notice of Compliance with Schedules", in GPO Pub. 310.2.

Purchase Order and furnished material will be emailed no later than **November 4, 2024**.

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.

Partial delivery (25%) must be made by **December 9, 2024**, by 2pm local time. Second delivery (25%) must be made by **January 9, 2025**, by 2pm local time. Remaining balance delivery must be made by **January 30, 2025**.

STOCK: 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.

JCP Code* A60, Uncoated Text, White, Basis Size 25 X 38" 60#
Chipboard backing approximately 0.020" thick.

INK: 4CP

PROOF: Contractor to 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, and color breaks. Proof will not be used for color match. Include REMINDER that agency can keep proof ONE (1) workday. Date of receipt is NOT considered first workday.

EMAIL to remitchell@gpo.gov and tnagel@gpo.gov

CALL 202.512.2317 to confirm receipt.

Upon approval of PDF proof contractor shall provide one inkjet proof.

1 set of inkjet proofs that are G7 profiled and use pigment-based inks. 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 3/19/09, and future amendments) must be utilized plus GRACoL 2006 Coated #1 specifications (CGATS TR006) must be achieved. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy: IDEAlliance ISO 12647-7 Control Strip 2009 or 2013(i1).

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. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

PACKING/PALLETIZING: Shrink wrap in packages of 5 pads.

Package to ensure no damage prior to receipt by agency. Pack in uniform quantities. Boxes must be filled to capacity without air & NOT exceed 45 pounds in weight. Please include stock number on shipping label. Stock number: PEP24-988-010.

DISTRIBUTION: Deliver f.o.b. destination. Ship by traceable means. All expenses incidental to picking up and returning materials and samples must be borne by the contractor.

USGPO - Laurel Publications Distribution Center
c/o - Receiving -SAMHSA-PEP24-988-010
8660 Cherry Lane, Ste #32
Laurel, MD 20707-4950

To schedule delivery appointment
email: laurelpdc2@gpo.gov or

- Appointments must be secured and confirmed to accept delivery of material.
- Appointments must be secured a minimum of three (3) business days in advance of the requested date. Appointments must be secured and confirmed by the GPO team.
- GPO will provide confirmation or alternate delivery dates within one (1) business day of the request.
- In order complete an appointment, at the time of request all metadata for the inbound stock must be received (metadata - products, stock number, titles, quantities, pallet count)
- Deliveries to GPO will occur from 8:00 AM to 3:00 PM on Federal business days for truck and less than a truckload (LTL).

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 the copies were selected as directed using GPO Form 917 – Certificate of Selection of Random Copies which can be located on GPO.gov. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

Quantity Ordered	Number of Sublots
120,000	200

These randomly selected copies must be packed separately and identified by a special label, GPO Form 2678 Departmental Random Copies (Blue Label), which 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 distribution list.

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 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 is required to submit quality assurance random copies to test for compliance against specifications. The purchase order/specifications 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 purchase order/specifications must be included.

Quantity Ordered	Number of Sublots
120,000	200

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 Jacket and Purchase Order numbers must be furnished with billing as evidence of mailing.

NOTIFICATION OF SHIPMENT: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to remitchell@gpo.gov, compliance@gpo.gov, and tnagel@gpo.gov. The subject line of this message shall be Distribution Notice for Jacket 618-279. 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.

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

Product Quality Levels:

- (a) Printing Attributes -- Level 3
- (b) Finishing Attributes -- Level 3
- (c) Exceptions: None

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

- (a) Non-destructive Tests - General Inspection Level 1.
- (b) Destructive Tests - Special Inspection Level S-2.

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

ATTRIBUTE	SPECIFIED STANDARD
P-7. Type Quality and Uniformity	* Approved Preproduction Sample
P-10. Process Color Match	* Approved Preproduction Sample

Bidders must fill out this page and return it.

BID PRICE: \$ _____ **ADDITIONAL RATE:** \$ _____ **PER M:** _____

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 completed copy of all applicable pages that include the Jacket Number, Bid Price, Additional Rate, Discounts, Amendments, Bid Acceptance Period, and Bidder's Name and Signature, including 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)

THIS SECTION FOR GPO USE ONLY

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