

Jacket: 641-094

Title: ACS-1 (2020) (07-13-2019) Questionnaire (P1)

Agency: Census

Bid Opening: July 31, 2019 at 200pm

Contractor Name	Bid	Terms		Discounted Total
* Omaha Print/dba/Aradius Group, Omaha NE	\$179,490.92	1.0%	20 days	\$177,696.01
Colonial Press International, Miami FL	\$237,202.00	10.0%	20 days	\$213,481.80
Monarch Litho Inc., Montebello CA	\$317,713.00	2.0%	20 days	\$311,358.74
Las Vegas Color Graphics Inc., Las Vegas NV	\$375,555.00	5.0%	20 days	\$356,777.25
* Awarded to contractor				

BID OPENING: July 31, 2019

Bids shall be publicly opened at 2:00 P.M. prevailing Columbus, OH time on July 31, 2019. Submit bids to: U.S. Government Publishing Office, Columbus Regional Printing Procurement Office, 1335 Dublin Road, Suite 112-B, Columbus, OH 43215-7034. **FACSIMILE BIDS ARE ACCEPTABLE.**

Any questions before or after award concerning these specifications call Becky Rottier at (614) 488-4616, Ext. 9. No collect calls.

SPECIFICATIONS

U.S. Government Publishing Office (GPO)
1335 Dublin Road, Suite 112-B
Columbus, OH 43215-7034

BID SUBMISSION: Using the bid return sheet (p.11 of these specifications), submit bids to the U.S. Government Publishing Office, Columbus Regional Printing Procurement Office, 1335 Dublin Road, Suite 112-B, Columbus, OH 43215-7034. **Facsimile bids in response to this solicitation are permitted.** Facsimile bids may be submitted directly to the GPO Columbus bid Section, Fax No. (614) 488-4577. 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.

BIDDERS PLEASE NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, page 11.

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 1000 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 Pub. 310.2, effective 12/1/87, Rev. 01-18) and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979, Rev. 8/2002).

- GPO Contract Terms (GPO Publication 310.2):
<https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards>
- GPO QATAP (GPO Publication 310.1):
<https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards>

WARRANTY: Contract Clause 15, "Warranty", of GPO Contract Terms (Publication 310.2, effective December 1, 1987 (Rev. 01-18)) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to one calendar year from the date the check is tendered as final payment. All other provisions remain the same.

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.

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>.

GOVERNMENT IN-PLANT INSPECTIONS: The Government reserves the right to have Government representative(s) inspect any operation under this contract at the start of its production and at any time during production. In addition to the inspections indicated, the Government reserves the right to inspect all stages of production.

TITLE: ACS-1 (2020) (07-13-2019) Questionnaire (P1)

PRODUCT: These specifications cover the printing of a 48-page self-cover pamphlet, printed in Black and PMS 354 Green. No bleeds. Saddle-stitched. F.O.B. Destination.

QUANTITY: 766,245 copies

TRIM SIZE: 8-1/2 x 11"

PAGES: 48 pages self cover

DESCRIPTION: Pamphlet prints head to head in black and PMS 354 green, consisting of type/line matter, barcodes, green screen tint areas with black overprinting, and white fill-in boxes knocking out. No bleeds. Saddle-stitch. See page 6 for more specifications regarding bindery.

NOTE: The questionnaires MUST be produced using Offset Lithographic process. If questionnaires are produced on a web press, it must be a heat set or equivalent web press.

ON-SITE GOVERNMENT REPRESENTATIVES: Two (2) or more Government representatives may be present at the contractor's production facility, for the duration of each shift, to monitor the production, quality review of all items, plus labeling, packaging and palletizing of shipping containers.

The contractor must provide office space with a desk, a telephone and unlimited access to a fax machine. The office must be in an enclosed, secured area adjacent to the production operations. The contractor will be reimbursed for any charges incurred for toll calls made by the Government coordinators upon presentation of voucher and verifiable documentation.

NOTE: The Government representatives may affix stickers to the cartons and/or pallets for internal Census purposes. The application of these stickers neither signifies nor implies, in any way, the acceptance of the job by the Government.

The affixed stickers do apply to the acceptance of the materials on the pallet. Pallets cannot be shipped until the stickers have been applied to the pallets or written permission to ship has been provided by the Government.

GOVERNMENT TO FURNISH (GFM):

Electronic Media (Print Files) will be furnished by e-mail described as follows:

Platform: Windows 7.

Software: Adobe Acrobat Professional 17.0 (or higher).
All platform system and software upgrades (for specific applications) which may occur during the term of the contract must be supported by the contractor.

Fonts: All printer and screen fonts will be embedded.

Line Screen: 150 lpi

Ink Colors: Black 100% and PMS 254 Green 10%, 18%, 50%, and 100%.

Resolution: 2540 dpi

The contractor is cautioned that furnished fonts are the property of the Government and/or its originator. All furnished fonts are to be eliminated from the contractor's archive immediately after completion of the contract.

Additional Information: Files will be furnished in PDF format.

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.

ELECTRONIC PREPRESS: Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the GPO contract administrator.

The contractor shall create or alter any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

When required by the Government, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions.

Files must be output on high resolution image processors at a minimum of 2540 dpi and a minimum 150 line screen.

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

Upon completion of each order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on suitable storage media or e-mailed upon request. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government. NOTE: Government will accept Adobe Acrobat Portable Document Format (PDF) files as digital deliverables when furnished by the Government.

PROOFS: Two (2) sets of digital color content proofs. Direct to plate must be used to produce the final product with a minimum resolution of 2400 x 2400 dpi. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the required finished size of the product.

Deliver 1 set of proofs to: U.S. Census Bureau, Mail Room (1R002), 4600 Silver Hill Road, Suitland, Maryland 20746, ATTN: Pamela Garrison (Cubicle 3K420F), 301-763-6631.

Deliver 1 set of proofs to: U.S. Census Bureau, NPC Quality Assurance Processing Section (QAPS), 1621 Dutch Lane, Receiving Building 61-F, Jeffersonville, IN 47132. 812-218-2018

All proof packages must be marked **PROOFS URGENT** using a fluorescent label and include GPO jkt number, dept. req. number and title.

All proofs must arrive not later than August 6, 2019 and will be withheld not longer than 2 WORKDAYS from date of receipt to date of proof response. Do not print prior to receipt of proof approval. If proof return is required, a fully completed pre-paid air bill must be furnished with the proofs that are delivered to the MD address.

PRIOR TO PRODUCTION SAMPLES: The sample requirement for this contract is 200 copies. After receipt of "O.K. to print" on proofs but prior to the commencement of production of the contract production quantity, the contractor shall submit samples of the questionnaire. The samples must be printed and constructed as specified using the form, materials, equipment, and methods of production which will be used in producing the final product. All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

Samples will be inspected and tested and must comply with the specifications in all respects and must function satisfactorily on the equipment indicated.

Prior to the commencement of production of the contract production quantity, the contractor shall deliver samples as follows:

DELIVER PRIOR TO PRODUCTION SAMPLES SIMULTANEOUSLY BY TRACEABLE MEANS ON OR BEFORE AUGUST 14, 2019, AS FOLLOWS:

Deliver 50 PRIORS to: U.S. Census Bureau, Mail Room (1R002), 4600 Silver Hill Road, Suitland, Maryland 20746, ATTN: Pamela Garrison (Cubicle 3K420F), 301-763-6631.

Deliver 150 PRIORS to: U.S. Census Bureau, NPC Quality Assurance Processing Section (QAPS), 1621 Dutch Lane, Receiving Building 61-F, Jeffersonville, IN 47132. 812-218-2018

The carton(s) and accompanying documentation for each delivery address shall be marked "PRIORS – URGENT" using a fluorescent label, and shall include GPO jkt number, dept. req. number and title.

The samples must be submitted in accordance with the shipping schedule. NOTE: All Prior to Production samples must deliver via traceable means. Approval/disapproval of Priors will come from the Suitland, MD address.

The Government will approve, conditionally approve, or disapprove the samples 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 therefore.

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 the procedures as indicated in Contract Clause 12, "Notice of Compliance With Schedules," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)).

Manufacture of the final product prior to approval of the samples 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.

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

All paper used in each copy must be of a uniform shade.

White Opacified Offset Book, basis weight: 50 lbs. per 500 sheets, 25 x 38", equal to JCP Code A80.

PRINTING: 48 page self-cover pamphlet, print head-to-head in Black & Pantone 354 Green. Images throughout consist of type and line matter 100% in both colors and flat tones in green (150 line 10%, 18% and 50%). All 48 pages print, no blanks.

ICADE: The pamphlet will have a unique ICADE readable barcode on each page and will go through ICADE data capture. Census personnel will be onsite to QA the printing process of the screener questionnaires. Census will also perform a QA inspection upon receipt of the materials to ensure compliance with all packing and delivery methods. NOTE: The barcodes are the same from copy to copy, but differ from page to page. The barcodes are designed into the furnished PDF file.

PRESS SHEET INSPECTION: Final make ready press sheets will be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all make ready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) dated August 2002. Note: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain one color bar for each color placed parallel to the press's ink rollers. The control bars must show areas consisting of 1/8 x 1/8" minimum solid color patches; tint patches of 25, 50, and 75%; dot gain scale (GATF, BRUNNER or GRETAG) and gray balance patches for process color; repeated across the entire press sheet. The density must be constant across the full width of the sheet with deviations not to exceed plus or minus 5%. For viewing of the press sheets, the contractor must provide a densitometer and controlled lighting using overhead viewing lights with 5000 degree Kelvin lumination.

A 72 hour advance notice of PSI is required, please contact GPO; Becky Rottier 614-488-4616 x9.

MARGINS: See pages 8-9.

BINDING: *See Exhibit A on page 9 for stitching location diagram.*

Saddle-wire stitch in two places and trim three sides. Each product must contain complete 4-page signatures after trimming. Single leaves connected with a lip (i.e., binding stub) to left or right side of stitches will not be allowed. The top stitch must be located 1-3/4" from the top edge of the questionnaire. The bottom stitch must be 8" from the top edge of the questionnaire. Stitches must be centered.

STITCH ALIGNMENT: Spine -- Saddle-stitch on the fold. The alignment of the stitches in the direction of the spine shall be such that both bends of the stitch fall within the fold of the spine as viewed from the outside of the form (see Exhibit A on page 9, "Skewness, Top Views"). This requirement does not imply that the point of emergence through the innermost sheet of the signature must lie within the fold of the spine as viewed from the inside of the form (see Exhibit A on page 9, "Location, End Views"). All stitches shall be crimped tightly enough so that the stitch may not be pulled away from the spine, but not so tightly as to break the surface of the spine.

Inside of Form – The gap between the ends of stitch legs shall not exceed 1/16" and the overlap shall not exceed 1/32". All stitches shall be crimped tightly enough so that no movement of the pages relative to each other is allowed. The ends of the stitches shall be tight against the paper. All stitches shall not be crimped so tightly as to break the surface of the paper. However, the ends of the stitches may penetrate the first sheet of paper. Inside sheets must be stitched no more than 1/16" from the fold.

BINDING INSPECTION: Binding operations (trimming, stitching and folding) will be inspected and approved at the contractor's plant for quality conformance and for the purpose of establishing specific standards that are to be maintained throughout the entire run. Upon approval, the contractor is charged with maintaining those standards throughout the binding process (within QATAP tolerances, unless otherwise indicated). The contractor is also charged with discarding all products that preceded approval.

Note: A binding inspection does not constitute a prior approval of the entire run. The contractor must not stitch or fold prior to receipt of an "O.K. to stitch" or "O.K. to fold". Call GPO to schedule, Becky Rottier 614-488-4616 x9 with a 3 workday notice.

PACKING: Pack and identify the questionnaire, in suitable quantities, in shipping containers not to exceed 45 pounds when fully packed. Pack chipboard on top.

NOTE: Pack in boxes constructed with a minimum bursting strength of 275 pounds per square inch. Label must be securely fastened to the carton.

Do NOT place rubber bands or shrink-wrap around the questionnaires.

Containers must be packed in such a way as to prevent crushing while in transit. The Government will NOT accept crushed containers. Crushed containers will be returned to the contractor for replacement, at the contractor's expense.

PALLETS/PALLETIZING: All orders shall be shipped on pallets. Wood pallets are required with un-notched solid stringers allowing entry only from the ends. Pallets shall not have deck boards that overhang from outside edge of stringer. Plastic or pressboard pallets are not acceptable. Pallets must measure 48" x 42" (stringer measurement shall be the 48" dimension). Full two-sided entry on the 42" width dimension required. The entire pallet shall be shrink-wrapped (including top and bottom). Maximum height allowance (including pallet) must not exceed 48".

Cartons must be fastened securely to the pallet in a manner that will prevent lateral movement but will permit removal without damage to the cartons. Cartons shall be of the appropriate dimensions so as to be stacked on the pallets so that the length of each carton runs in the opposite direction to the row of cartons beneath/above (i.e., interlocking 90-degree palletizing scheme) with carton labels facing out. Carton dimensions shall allow for this interlocking 90-degree palletizing scheme. The interlocking 90-degree palletizing scheme must ensure that all rows on all pallets are of the same dimensions. Pallets with overhanging cartons or rows will not be accepted.

LABELING AND MARKING: Reproduce shipping container label from the furnished example label, fill in appropriate blanks, and attach to shipping containers. Each container must be labeled to indicate what box of how many. (Example: 1 of 3, 2 of 3, and 3 of 3).

NOTE: Carton shipping labels must indicate correct and complete Form Number and Edition Date as indicated on finished product within each carton.

Each container label must be numbered in numerical sequence of production and of each other.

NOTE: The contractor shall not ship prior to receipt of an "O.K. to ship". The "O.K. to ship" will be coordinated through the On-Site Government Coordinators.

CENSUS QUALITY ASSURANCE RANDOM COPIES: After approval is received on the press sheet inspection and starting with the first day of printing, the contractor shall, during each day, randomly select one (1) sample, every 5,000 copies, of each type of press sheet produced that day. Each sample shall have: 1) the date and time, stamped by machine, when the sample is pulled, 2) the shift noted on the sample, and, 3) the press number noted on the sample.

The contractor shall develop a method for selecting the press sheet samples that is acceptable to the Government. For example, if the items are printed roll-to-roll, the samples may be selected from the tail of each output roll.

If binding is performed as a separate operation, one (1) random sample, 3,000 copies, per day from each operation shall be selected. If the operations are combined into one continuous operation, one (1) random sample every 3,000 copies per day from each operation shall be selected. Each sample shall have: 1) the date and time, stamped by machine, when the sample is pulled; 2) the shift noted on the sample; and, 3) the press number noted on the sample. The on-site Government coordinators will inspect the Census Quality Assurance Random Copies indicated above. After inspection, the contractor shall place these samples on a pallet and ship back to NPC with the shipment of items upon completion of the job.

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

Product Quality Levels:

- (a) Printing (page related) Attributes -- Quality Level II
- (b) Finishing (item related) Attributes -- Quality Level II
- (c) Exception: Tolerances and Definitions for Questionnaires. (See "TOLERANCES AND DEFINITIONS" below).

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

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

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

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	O.K. Press Sheets
P-9. Solid and Screen Tint Color Match	O.K. Press Sheets

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): Each partial delivery must be divided into 200 equal sublots. 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.

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 to the IN address indicated under DISTRIBUTION. A copy of the purchase 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.

DEFINITIONS AND TOLERANCES:

Questionnaires will be used in high speed inserting equipment and will be used in scanning equipment. The binding will be guillotined before inserting into scanning equipment. Questionnaires will be fed into the scanning equipment with the Lead Edge first. The Lead Edge shall be defined as the right side of any odd numbered page and the left side of any even page.

Definitions:

Margin Dimensions:

ALL pages:	Top Margin =	0.367"
	Bottom Margin =	0.350"
ODD pages:	Left Margin =	0.479"
	Right Margin =	0.400"
EVEN pages:	Left Margin =	0.400"
	Right Margin =	0.479"

Page Border Line Thickness: 0.021"

Inside Form Dimensions:	Left to Right =	9.329"
	Bottom to Top =	9.741"

Printing Tolerances:

- Printed Image Misplacement: +/- 1/32"
- Skewness: Shall be no greater than 0.75 degrees.
- Filled-in Characters: There shall be no filled-in characters.

There shall be no filled in characters, smudges, roller marks, spots, hickies, extraneous marks, Newton Rings, lint marks, wrinkles, or other ink imperfections.

Finishing Tolerances:

- Trim Size: +/- 1/32"
- Unfolded Skewness: Shall be no greater than 0.75 degrees.
- Fold Position: +/- 1/16".
- Folded size: +/- 1/16".

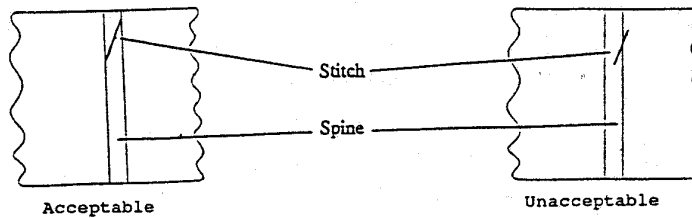
There shall be no wrinkles, Dog-ears, connected or torn pages, or damaged page edges (including untrimmed signatures or edges that are feathered, ragged, or burred).

Carton shipping labels must display complete and accurate Form Number and Edition Date as indicated on finished product within each carton.

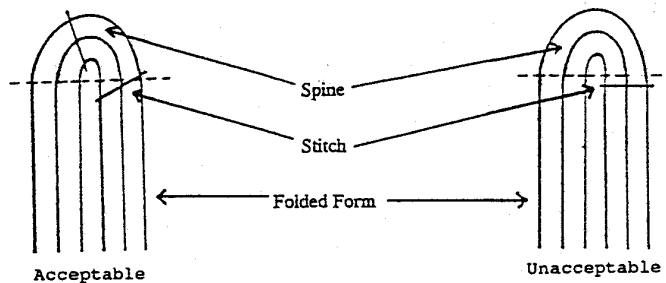
Nonconformance with the above tolerances shall be classified as a critical defect unless otherwise specified. The tighter requirement governs in all cases.

EXHIBIT A

Skewness, Top Views



Location, End Views



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

Purchase Order and material will be e-mailed from U.S. Government Publishing Office by: **August 2, 2019.**

Deliver F.O.B. Destination (to arrive at specified destination by):

100,050 copies (50 to Suitland, MD and 100,000 copies to Jeffersonville, IN)
to deliver no later than **August 30, 2019;**

250,000 copies (to Jeffersonville, IN) deliver no later than **September 16, 2019;**

416,195 copies (to Jeffersonville, IN) deliver no later than **September 30, 2019.**

NOTE: Cost for ALL shipping must be included in the bid price.

RECEIPT FOR DELIVERY: As applicable, the contractor must furnish their own receipts for deliveries. These receipts must include the GPO jacket number; total quantity delivered number of cartons, and quantity per carton; date delivery made; and signature of the Government agent accepting delivery. The original copies of these receipts must accompany the contractor's voucher for payment.

DISTRIBUTION:

Deliver 50 copies (by August 30, 2019), to: US Census Bureau, Census Headquarters, 4600 Silver Hill Road, RDF, Suitland, MD 20746

Deliver 766,195 copies to: US Census Bureau, National Processing Center, 1621 Dutch Lane, 60F, Jeffersonville, IN 47130 attn: Receiving Department 812-218-2018 NOTE: Used furnished shipping label for all cartons.

Deliveries to the Jeffersonville, IN, address must be made between the hours of 8:30 a.m. and 3:00 p.m. (local time), Monday through Friday, excluding Government holidays.

NOTE: Contractor must provide 24-hour advance notice for all deliveries to the National Processing Center located at U.S. Census Bureau, Attn: Quality Assurance Analysis Section (QAAS), 1621 Dutch Lane, Receiving 60F, Jeffersonville, IN 47130. Verification of the number of copies that are guaranteed for on-time delivery must be communicated by e-mail to NPCTInventoryControlandShipping@Census.gov. The subject line of each e-mail message must contain the words "Shipping Activity Report." The message text must include (1) the Title, (2) the required delivery date, and (3) the number of copies guaranteed for on-time delivery. For print orders requiring more than one scheduled delivery date (delivery of partial quantities) a separate e-mail message must be provided in advance of each individual delivery date.

All shipments must be made by traceable means with inside delivery to room number(s) specified. A signed receipt is required.

Deliver 2 samples to: U.S. Government Publishing Office, Columbus Regional Office, Suite 112-B, 1335 Dublin Road, Columbus, Ohio 43215-7034, Attn: B. Rottier, Sample Jacket 641-094. NOTE: Receipt of this sample does not constitute approval of the entire run or any portion thereof.

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.

SHIPMENT(S): Shipment(s) will be made f.o.b. destination from: City _____, State _____.

Bid Price: \$ _____ **Additional Rate:** \$ _____ per _____.

DISCOUNTS: Discount is 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.

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.

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

(Company Name)

(GPO Contractor's Code)

(Street Address, City, State and Zip Code)

(Printed Name and Title)

(Telephone number)

(Signature)

(Date)

(E-Mail)

(Facsimile Number)

THIS SECTION FOR GPO USE ONLY

Contracting Officer Review _____ Date _____ Certifier _____ Date _____
(initials) (initials)