

Program 1955-S, from: 3-1-2020 and ending 2-28-2021 w/ as many as 4 optional 12 month extensions									
TITLE: Various Publications for the Redwood Ntl & State Park									
			(Contr #1 - E4)		(Contr #2 - G4)		(Contr #3 -I4)		
			Lithexcel		Production Press		BKR Prtg.		
			NM		IL		UT		
ITEM NO	DESCRIPTION	AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	
I.	Complete Product:								
1.	ITEM 1: BARK! Ranger Trifold pamphlet								
(1)	Makeready & or setup.....	5	80.00	400.00	47.00	235.00	150.00	750.00	
(2)	Running per 100 copies.....	38	8.00	304.00	17.21	653.98	40.00	1,520.00	
2.	ITEM 2: Visitor Guide (English)								
(1)	Makeready & or setup.....	2	398.00	796.00	700.00	1,400.00	985.00	1,970.00	
(2)	Running per 1,000 copies.....	70	65.00	4,550.00	287.98	20,158.60	340.00	23,800.00	
3.	Item 3: Visitor Guide (Foreign Language)								
(1)	Makeready & or setup.....	2	168.00	336.00	190.00	380.00	985.00	1,970.00	
(2)	Running per 100 copies.....	26	8.90	231.40	21.21	551.46	62.00	1,612.00	
4.	ITEM 4: Lady Bird Johnson Grove Nature Trail pamphlet								
(1)	Makeready & or setup.....	2	290.00	580.00	180.00	360.00	213.00	426.00	
(2)	Running per 1,000 copies.....	7	110.00	770.00	152.47	1,067.29	295.00	2,065.00	
5.	Item 5:Redwood Jr Ranger Booklets (English)								
(1)	Make ready & or setup.....	3	720.00	2,160.00	600.00	1,800.00	320.00	960.00	
(2)	Running per 1,000 copies.....	15	288.00	4,320.00	307.50	4,612.50	370.00	5,550.00	
6.	ITEM 6: Redwood Jr Ranger booklets (Foreign Language)								
(1)	Makeready & or setup.....	2	890.00	1,780.00	550.80	1,101.60	320.00	640.00	
(2)	Running per 100 copies.....	7	78.00	546.00	31.80	222.60	200.00	1,400.00	
7.	ITEM 7: Redwood Ntl Park Site Bulletins (8-1/2 x 14")								
(1)	Makeready & or setup.....	2	168.00	336.00	60.00	120.00	80.00	160.00	
(2)	Running per 100 copies.....	10	3.80	38.00	24.70	247.00	30.00	300.00	
8.	ITEM 8: Redwood Ntl Park Site Bulletins (8-1/2 x 11")								
(1)	Makeready & or setup.....	2	168.00	336.00	52.00	104.00	80.00	160.00	
(2)	Running per 100 copies.....	28	2.80	78.40	13.24	370.72	14.00	392.00	
	CONTRACTOR TOTALS			\$17,561.80		\$33,384.75		\$43,675.00	
	DISCOUNT		1.00%	\$175.62	2.00%	\$667.70	5.00%	\$2,183.75	
	DISCOUNTED TOTALS			\$17,386.18		\$32,717.05		\$41,491.25	
				AWARDED					

Specifications by: AZ
Reviewed by: MB

U.S. GOVERNMENT PUBLISHING OFFICE
San Francisco, California

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS
For the Procurement of

Various Publications for the Redwood National and State Park

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

NPS Redwood National Park

Single Award

The term of this contract is for one year, beginning **March 1, 2020 and ending February 28, 2021**, plus as many as four optional 12-month extension period(s) that may be added in accordance with the "Option to Extend the Contract Term" clause in this contract.

QUOTES DUE: Quotes due at 11:00 AM Pacific Time on Thursday, February 20, 2020.

For information of a technical nature call Alan Zada at (707) 748-1970, Ext. 6. (No collect calls.)

CONTRACTING METHOD: This contract is being advertised as, and shall be awarded as, a Small Purchase contract, in accordance with the U. S. Government Publishing Office Printing Procurement Regulation (PPR: GPO Publication 305.3), Chapter VII, Section 4.

SUBMISSION OF QUOTES: Quotes may be submitted via fax machine. The GPO San Francisco fax number is (707) 748-1980 or (707) 748-1981.

Firms are to fill out, sign/initial as applicable, all pages of the SECTION 4. - SCHEDULE OF PRICES (pages 13 through 15, included within).

This is a new program, an abstract of the previous contract prices is not available.

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 Pub 310.2, Effective December 1987, (Rev. 1-18)* – the light blue cover)
<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>

GPO QATAP (*GPO Pub. 310.1, Effective May 1979 (Rev. 09-19)* – the dark blue cover) –
<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.

NOTE: Prospective as well as existing GPO contractors are to note that, as of 1/1/08, all contractor's seeking to do business with the GPO must first complete and thereafter maintain the accuracy of its GPO Contractor Connection registration with the following mandatory taxpayer information boxes: "EIN/TIN #" (Employer Identification Number or Taxpayer Identification Number); "Subject to Backup Withholding" (See Form W-9, Request for Taxpayer Identification Number and Certification); and, "Current W-9 Request" (See Form W-9). The GPO will withhold payment of any invoices for work completed by any contractor who fails to provide these tax data in GPO Contractor Connection. Such invoices will be declared ineligible for payment until all requirements for payment, including providing these tax data in GPO Contractor Connection, have been satisfied.

SUBCONTRACTING: Subcontracting will not be permitted in any part or aspect of the contract requirements described herein.

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

Product Quality Levels:

- (a) Printing Attributes — Level III
- (b) Finishing Attributes — Level III

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	Approved Proofs
P-8. Halftone Match (Single and Double Impression)	Electronic media
P-10. Process Color Match	Electronic media

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 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)
- 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.

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 before expiration of the current contract term. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed five 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 periodic pricing revision.

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.

ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS: A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order will be supplemented by an individual "Print Order" for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

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>.

Note: *The contractor shall itemize each billing voucher in accordance with the contract 'Schedule of Prices.'*

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 **March 1, 2020 to February 28, 2021** 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" for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

REQUIREMENTS: This is a requirements contract for the items and for the period specified herein. 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 delivery may be specified under this contract, and if the contractor will not accept an order providing for the accelerated delivery, the Government may procure this requirement from another source.

The Government may issue orders which provide for delivery to or performance at multiple destinations.

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

ECONOMIC PRICE ADJUSTMENT: The prices set forth in this contract shall be adjusted in accordance with the provisions of 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 below. Pricing will thereafter be eligible for adjustment during the second and any succeeding 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 herein.

For the purpose of this clause, the contract shall be divided into successive periods. The first period shall extend from **March 1, 2020 to February 28, 2021**. 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.

Price adjustments in accordance with this clause will be based on the changes in the seasonally adjusted "Consumer Price Index For All Urban Consumers - Commodities Less Food" 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 the 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 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 **November 30, 2019**, 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.

NOTIFICATION: The contractor will be notified a minimum of 30 days before the end of the current contract annual period of availability or non-availability of funds for subsequent periods. Cancellation is effected if (i) the Contracting Officer notifies the contractor that funds are not available for the next year, or (ii) the Contracting Officer fails to notify the contractor that funds are available for the next year.

SECTION 2. – SPECIFICATIONS

SCOPE: These specifications cover the production of various publications for the Redwood National Park. Quality Level 3 printing, PDF proofs, folding, saddle stitching, labeling, packing and delivery.

TITLE: Eight different publications for the Redwood National and State Park.

ITEM 1: BARK! Ranger Trifold pamphlet

FREQUENCY OF ORDERS: Approximately 5 orders per year, average 5 orders per year.

QUANTITY: 500 to 1,000 copies per order, average 750 per order.

TRIM SIZE: Flat: 11 x 8-1/2 Folded to 3-2/3 x 8-1/2”

PRINTING: Prints type, rules, solids, screens, line art illustrations and halftones in full color/4-color process, head to side.

BINDING: C-fold from 8-1/2 x 11" to 8-1/2 x 3-1/2", title panel out. No bleeds.

STOCK: JCP Code* A-63, Offset Book, WHITE, Basis Size 25 X 38" Basis Weight 50 lb.

PACKING: Pack suitable.

ITEM 2: Visitor Guide (English)

FREQUENCY OF ORDERS: Approximately 2 orders per year, average 2 orders per year.

QUANTITY: 30,000 to 40,000 copies per order, average 35,000 per order.

TRIM SIZE: Flat Size: 22-3/4 x 17-1/2" Folded Final Size: 8-3/4 x 11-3/8"

PRINTING: 12 pages self-cover newspaper prints head to head and head to side in four color process. Copy consists of type, rules, screens, reverses, solids, color halftones, maps and line art illustrations, saddle stitch style with NO STITCHES REQUIRED. Center panel (pages 6 and 7) has a crossover color illustration (map) and halftones that requires critical alignment and color match across the bind. All screens must be smooth. No bleeds.

BINDING: Gather pages in sequence and fold from 22-3/4 x 17-1/2" to 11-3/8 x 17-1/2" and fold in half to a final size of 11-3/8 x 8-3/4" with front page out, follow sample. Saddle stitch style with NO STITCH REQUIRED.

STOCK: JCP Code* A-15, Newsprint, Basis Size 24 X 36" Basis Weight 45 lb.

PACKING: Bundled and skid packed. 100 Visitor Guides per bundle.

ITEM 3: Visitor Guide (Foreign Language)

FREQUENCY OF ORDERS: Approximately 2 orders per year, average 2 orders per year.

QUANTITY: 1,200 to 1,400 copies per order, average 1,300 per order.

TRIM SIZE: Flat Size: 22-3/4 x 17-1/2" Folded Final Size: 8-3/4 x 11-3/8"

PRINTING: 4 page self-cover newspaper prints head to head and head to side in four color process. Copy consists of type, rules, screens, reverses, solids, color halftones, maps and line art illustrations, saddle stitch style with NO STITCHES REQUIRED. Center panel (pages 2 and 3) has a crossover color illustration (map) and halftones that requires critical alignment and color match across the bind. All screens must be smooth. No bleeds.

BINDING: Gather pages in sequence and fold from 22-3/4 x 17-1/2" to 11-3/8 x 17-1/2" and fold in half to a final size of 11-3/8 x 8-3/4" with front page out. Saddle stitch style with NO STITCH REQUIRED.

STOCK: JCP Code* A-15, Newsprint, Basis Size 24 X 36" Basis Weight 45 lb.

PACKING: Bundled and skid packed. 100 Visitor Guides per bundle

ITEM 4: Lady Bird Johnson Grove Nature Trail Pamphlet

FREQUENCY OF ORDERS: Approximately 2 orders per year, average 2 orders per year.

QUANTITY: 3,000 to 4,000 copies per order, average 3,500 per order.

TRIM SIZE: FLAT SIZE: 20-1/4 X 15-1/4" FINAL FOLDED SIZE: 5-1/16 x 7-5/8"

PRINTING: Pamphlet prints in four color process, head to foot. Copy is type, rules, solids, reverses, screens, line art illustrations and color halftones. Bleeds on three edges on face.

BINDING: Fold from 20-1/4 X 15-1/4" to 20-1/4 x 7-5/8" and then a double parallel fold to a final size of 5-1/16 x 7-5/8" with title panel out. Score on folds. Cracking on folds is not acceptable. Match folding sample.

STOCK: JCP Code* A-182, No. 2 Coated Text, Gloss-Finish, Basis Size 25 X 38" Basis Weight 100 lb.

PACKING: Pack suitable.

ITEM 5: Redwood Junior Ranger Booklets (English)

FREQUENCY OF ORDERS: Approximately 3 orders per year, average 3 orders per year.

QUANTITY: 4,000 to 6,000 copies per order, average 5,000 per order.

TRIM SIZE: 7 x 8-1/2"

PRINTING: 24 page self-cover pamphlet prints in full color/four color process, head to head. Copy is type, rules, solids, reverses, screens, line art illustrations and color halftones. No bleeds.

BINDING: Saddle wire stitch uniformly in two places at left on 8-1/2" dimension, trim flush 3 sides.

STOCK: JCP Code* A-60, White Offset Book, Basis Size 25 X 38" Basis Weight 60 lb.

PACKING: Pack suitable.

ITEM 6: Redwood Junior Ranger Booklets (Foreign Language)

FREQUENCY OF ORDERS: Approximately 2 orders per year, average 2 orders per year.

QUANTITY: 300 to 400 copies per order, average 350 per order.

TRIM SIZE: 7 x 8-1/2"

PRINTING: 24 page self-cover pamphlet prints in full color/four color process, head to head. Copy is type, rules, solids, reverses, screens, line art illustrations and color halftones. No bleeds.

BINDING: Saddle wire stitch uniformly in two places at left on 8-1/2" dimension, trim flush 3 sides.

STOCK: JCP Code* A-60, White Offset Book, Basis Size 25 X 38" Basis Weight 60 lb.

PACKING: Pack suitable.

ITEM 7: Redwood National Park Site Bulletins (8-1/2 x 14")

FREQUENCY OF ORDERS: Approximately 2 orders per year, average 2 orders per year.

QUANTITY: 400 to 600 copies per order, average 500 per order.

TRIM SIZE: FLAT 8-1/2 x 14" FOLDED: 8-1/2 x 3-1/2"

PRINTING: Prints type, rules, solids, screens, line art illustrations and halftones in black ink, head to head. Bleeds on three edges on face.

BINDING: Double parallel fold from 8-1/2 x 14" to 8-1/2 x 3-1/2", title panel out.

STOCK: JCP Code* A-63, Offset Book, WHITE, Basis Size 25 X 38" Basis Weight 60 lb.

PACKING: Pack suitable.

ITEM 8: Redwood National Park Site Bulletins (8-1/2 x 11")

FREQUENCY OF ORDERS: Approximately 2 orders per year, average 2 orders per year.

QUANTITY: 1,300 to 1,500 copies per order, average 1,400 per order.

TRIM SIZE: FLAT 8-1/2 x 11" FOLDED: 8-1/2 x 3-2/3"

PRINTING: Prints type, rules, solids, screens, line art illustrations and halftones in black ink, head to head.

BINDING: BINDING: C-fold from 8-1/2 x 11" to 8-1/2 x 3-1/2", title panel out. Bleeds on three edges on face.

STOCK: JCP Code* A-63, Offset Book, WHITE, Basis Size 25 X 38" Basis Weight 60 lb.

PACKING: Pack suitable.

GOVERNMENT TO FURNISH: Redwood National Park will furnish digital copy consisting of InDesign 2019 version, Adobe Photoshop 2019 version, Adobe Illustrator version 2019 and Adobe Acrobat PDF content with fonts embedded. Windows 10.

Redwood National Park will either upload the furnished files onto the contractor's File Transfer Protocol (FTP) or digital acceptance site, from which the contractor will be required to retrieve the furnished digital job contents, email the files or mail a CD-R to the contractor.

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.

Identification markings, except GPO imprint, carried on copy or films must not print on finished product.

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 contract administrator within 24 hours of receipt of the Government furnished material.

The contractor will be creating or altering 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. Prior to making any revisions, the contractor shall copy the furnished files and make all changes from the copy unless otherwise indicated.

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.

The contractor must be able provide digital means, methods and software necessary for the operation and support of the aforementioned professional publishing software (up to and including the most recent version) and shall possess a full complement of TrueType and Adobe fonts.

Immediately upon receipt and prior to image processing, the contractor shall be responsible for reviewing files on the furnished digital medium to insure that such features as bleeds, register marks and file output settings have been provided to correctly generate the required output media. These prepress responsibilities, as well as the provision of necessary trapping, are to be provided at no additional cost to the Government.

After receiving and reviewing the furnished digital copy, the contractor shall contact Mr. Greg Litten or designee at greg_litten@nps.gov to confirm receipt and that the furnished copy is production ready.

PROOFS: 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.

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 (1) working days after receipt. 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.

Email proofs to greg_litten@nps.gov. GPO Print Order number and Program number must appear on all correspondence.

If the contractor cannot provide an acceptable set of PDF proofs by date required 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.

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

MARGINS: Follow copy furnished. See each item description. Furnished copy may or may not include bleeds.

FOLDING/ BINDING: See each item description.

PACKING: See each item description.

Box each item separately. Do not intermingle different items in a box. Mark title and quantity on each box. Boxes containing different items may be placed in the same shipping container.

DISTRIBUTION:

For each order placed, contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to greg_litten@nps.gov (*or to the address furnished on the Print Order*). The subject line of this message shall be "Distribution Notice for Jacket xxx-xxx, P.O. xxxxx, 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 picking up and returning materials, and furnishing samples must be borne by the contractor. Also, refer to Articles 5 and 6, Supplemental Specifications, GPO Contract Terms, Publication 310.2, revised June 2001.

All Shipments must be made via traceable means

Orders will require the contractor to deliver f.o.b. destination to:

Redwood National & State Parks
Attn: Greg Litten, 707-465-7754
1 Enderts Beach Road
Crescent City, CA 95531

Very important information regarding deliveries to Redwood National and State Park:

***IMPORTANT DELIVERY NOTE 1: Contractor/Trucker MUST telephone 24 hours prior to delivery to Crescent City, CA office: Greg Litten (707-465-7754) or (707-465-7394) to arrange to have someone available to accept the shipment and for Agency personnel to explain exact location of the delivery.

***IMPORTANT DELIVERY NOTE 2: Delivery location is difficult to find via GPS or online mapping programs. Contractor/Trucker must have a lift gate and pallet jack.

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

Furnished material will be uploaded onto the contractor's FTP site for retrieval by the contractor or emailed to contractor. (NOTE: Contractor must have an FTP site available to receive large electronic files).

The following schedule begins upon notification of availability of the furnished materials for pickup by the contractor, or receipt of the furnished materials at the contractor's FTP or digital acceptance site. The numbers under the column headed "WD After" represent the number of workdays allowed to complete that certain part of the schedule after completion of the preceding part.

	<u>WD After</u>
Contractor to submit proofs	5
Contractor to evaluate proofs, with 'OK to Print'	2
Complete delivery	10

Note: Contractor shall notify Greg Litten or designee at greg_litten@nps.gov at least 24 hours prior to all scheduled deliveries.

SECTION 3. - DETERMINATION OF AWARD

The Government will determine the lowest Quote by applying the prices quoted in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce one year's orders 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 under this contract.

I.	(1)	(2)
1.	5	38
2.	2	70
3.	2	26
4.	2	7
5.	3	15
6.	2	7
7.	2	10
8.	2	28

SECTION 4 – SCHEDULE OF PRICES

Quotes offered are f.o.b. destination to Redwood National and State Park.

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

Contractor must make an entry in each of the spaces provided. Quotes submitted with any obliteration, revision, or alteration of the order and manner of submitting quotes may be declared nonresponsive.

An entry of NC (No Charge) shall be entered if contractor intends to furnish individual items at no charge to the Government.

Quotes submitted with NB (No Quote) 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.

Fractional parts of 1,000 shall be prorated at the "per 1,000" rate and fractional parts of 100 shall be prorated at the "per 100" rate.

I. COMPLETE PRODUCT: Prices quoted shall include the cost of all required materials and operations necessary for the complete production and distribution of the product listed in accordance with these specifications.

1. ITEM 1: BARK! Ranger Trifold pamphlet	Make-ready and/or Setup (1)	Running Per <u>100 Copies</u> (2)
	\$ _____	\$ _____
2. ITEM 2: Visitor Guide (English)	Make-ready and/or Setup (1)	Running Per <u>1,000 Copies</u> (2)
	\$ _____	\$ _____

Initials

3. ITEM 3: Visitor Guide (Foreign Language)

Make-ready
and/or Setup
(1)

Running Per
100 Copies
(2)

\$ _____

\$ _____

4. ITEM 4: Lady Bird Johnson Grove Nature
Trail Pamphlet

Make-ready
and/or Setup
(1)

Running Per
1,000 Copies
(2)

\$ _____

\$ _____

5. ITEM 5: Redwood Junior Ranger Booklets (English)

Make-ready
and/or Setup
(1)

Running Per
1,000 Copies
(2)

\$ _____

\$ _____

6. ITEM 6: Redwood Junior Ranger Booklets
(Foreign Language)

Make-ready
and/or Setup
(1)

Running Per
100 Copies
(2)

\$ _____

\$ _____

7. ITEM 7: Redwood National Park Site Bulletins
(8-1/2 x 14")

Make-ready
and/or Setup
(1)

Running Per
100 Copies
(2)

\$ _____

\$ _____

8. ITEM 8: Redwood National Park Site Bulletins
(8-1/2 x 11")

Make-ready
and/or Setup
(1)

Running Per
100 Copies
(2)

\$ _____

\$ _____

Initials

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).

QUOTE ACCEPTANCE PERIOD: In compliance with the above, the undersigned agree, if this Quote is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the Firm) from the date for receipt of Quotes, 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 Quote acceptance period may result in expiration of the Quote prior to award.

FIRM’S NAME AND SIGNATURE: Unless specific written exception is taken, the Firm, by signing and submitting a Quote, 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 all pages in “SECTION 4. –SCHEDULE OF PRICES,” including initialing/signing where indicated.

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

Firm _____
(Contractor Name) (GPO Contractor’s Code)

(Street Address)

(City – State – Zip Code)

By _____
(Printed Name, Signature and title of person authorized to sign this Quote) (Date)

(Person to be contacted) (Telephone Number) (Email)

THIS SECTION FOR GPO USE ONLY

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

*** SAMPLE QUOTE ENVELOPE ***

To ensure proper processing of all Quotes, the following information is required on all mailed Quote envelopes. Firms using commercial carrier services shall include the Program/Jacket number and the Quote opening time/date on the outermost envelope or wrapper.

Program/Jacket: _____

From: _____

Address: _____

Check appropriate:

Quote enclosed

No Quote

U.S. Government Publishing Office
536 Stone Road, Suite I
Benicia, CA 94510-1170

Quotes will be received

Until Thursday, February 20, 2020

at 11:00 AM prevailing

San Francisco time.

