

Jacket: 408-839S
Title: Nationwide Retention Mailing Wave 2: Groups 1 thru 6
Agency: DHS/FEMA
Bid Opening: May 15, 2019 at 11:00 AM

Contractor Name	Bid	Terms		Discounted Total
Las Vegas Color Graphics	\$145,662.00	4.77%	20 days	\$138,713.92
Cenveo Worldwide Los Angeles	\$312,062.91	1.0%	20 days	\$308,942.28

BID OPENING: May 15, 2019

BIDS SHALL BE PUBLICLY OPENED AT 11:00 A.M., PREVAILING WASHINGTON, D.C. TIME.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL SHIRLEY FORSTER. AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. (202) 512-0310. NO COLLECT CALLS.

FACSIMILE SPECIFICATIONS

U.S. Government Publishing Office (GPO)
Washington, D.C.

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 8-02)).

NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, all applicable pages.

BIDDERS, PLEASE NOTE: 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.

SPECIFICATIONS WILL APPLY EQUALLY TO ALL JACKETS EXCEPT AS NOTED HEREIN.

PRODUCT: Perforated Mailer and postcards. Staggered - Rolling group mailings

Quality Level: Quality Level III Required

TITLE: Nationwide Retention Mailing Wave 2: Groups 1 thru 6

DIGITAL PRINTING IS NOT ACCEPTABLE

Jacket 408-845: Harvey Message Perforated Letter Mailer – Group 1 / Quantity: 51,703
Jacket 408-846: Harvey Postcard (2-versions) – Group 1 / Quantity: 51,703 each version.

Jacket 408-887: Renew Flood Perforated Letter Mailer – Group 2 / Quantity: 51,679
Jacket 408-888: Renew Flood Postcard (2-versions) – Group 2 / Quantity: 51,679 each version.

Jacket 408-889: Flood Policy Perforated Letter Mailer – Group 3 / Quantity: 140,015
Jacket 408-890: Flood Policy Postcards (2-versions) – Group 3 / Quantity: 140,015 each version

Jacket 408-841: Renew Now Perforated Letter Mailer – Group 4 / Quantity: 140,608
Jacket 408-842: Renew Now Postcard (1-versions) – Group 4 / Quantity: 140,608

Jacket 408-843: NFIP Direct Perforated Letter Mailer – Group 5 / Quantity 43,915
Jacket 408-844: NFIP Direct Postcards (2 versions) – Group 5 / Quantity 43,915 each version

Jacket 408-839: NR Renew Now Perforated Letter Mailer – Group 6 / Quantity 44,375
Jacket 408-840: NR Renew Now Postcards (2 versions) – Group 6 / Quantity 44,375 each version

QUANTITY: 1,276,277 total of 17 different items (See **directly** above for breakdown)

TRIM SIZE:

Jacket 408-845: Group 1 – Flat: 9-1/4 x 11/3/4, folded: 9-1/4 x 5-7/8”

Jacket 408-846: Group 1 – Size: 6 x 4-1/4”

Jacket 408-887: Group 2 – Flat: 9-1/4 x 11/3/4, folded: 9-1/4 x 5-7/8”

Jacket 408-888: Group 2 – Size: 6 x 4-1/4”

Jacket 408-889: Group 3 – Flat: 9-1/4 x 11/3/4, folded: 9-1/4 x 5-7/8”

Jacket 408-890: Group 3 – Size: 6 x 4-1/4”

Jacket 408-841: Group 4 – Flat: 9-1/4 x 11/3/4, folded: 9-1/4 x 5-7/8”

Jacket 408-842: Size 6 x 4-1/4”

Jacket 408-843: Group 5 – Flat: 9-1/4 x 11/3/4, folded: 9-1/4 x 5-7/8”

Jacket 408-844: Group 5 – Size: 6 x 4-1/4”

Jacket 408-839: Group 6 – Flat: 9-1/4 x 11/3/4, folded: 9-1/4 x 5-7/8”

Jacket 408-840: Group 6 – Size: 6 x 4-1/4”

GOVERNMENT TO FURNISH:

12 Flash Drives containing MAC generated files using System Version 10.12.6, utilizing Adobe InDesign CC19, Adobe Illustrator CC19, and Adobe Photoshop CC19. Files are furnished in native format and PDF. Fonts and Bleeds are furnished with all graphics properly linked. Color Identification System used: CMYK. And Pantone 300U (Blue). (6 drives contain excel files / 6 drives contain art files)

GPO Form 952 Desktop Publishing - Disk Information

GPO Form 892 (R. 8/95) Proofs

GPO Form 2678 (departmental random copies-blue label).

GPO Form 917 (Certificate of Selection).

Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from gpo.gov, fill in appropriate blanks, and attach to shipping containers.

Prior to image processing, the contractor is responsible for performing a basic check (preflight) of the furnished publishing files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the contract administrator in sufficient time to comply with the shipping schedule. In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency, and defining file output selection for the imaging device being utilized.

In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency, and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet assigned quality level.

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

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.

PROOFS:

2 sets of digital color content proofs for all jackets. Direct to plate must be used to produce the final product with a minimum 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 finished size of the product.

Contractor to submit "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. PDF to: yvette.williams2@fema.dhs.gov

Deliver 1 set of proofs to: One Proof copy to FEMA Federal Insurance, 500 C Street, SW, Washington DC, c/o Yvette Williams, Attn: Melis Mull, 202-212-4745

Deliver 1 set of proofs to: One Proof copy to GMMB Attn: Trudi Benford, 3050 K Street, NW, Suite 100, Washington Harbour, Washington DC 20007, 202-813-4806.

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

STOCK/PAPER:

* Must be in accordance with JCP Paper Specification Standards in effect on date of this order 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.

Jacket 408-845: Group 1 – JCP Code* A91, Smooth Text, Bright White, Basis Size 25 X 38", 100 lb.

Jacket 408-846: Group 1 – JCP Code* L61, Dull Coated Cover, White, Basis Size 20 x 26", 120 lb.

Exception being that finish should be Silk a Finish.

Jacket 408-887: Group 2 – JCP Code* A91, Smooth Text, Bright White, Basis Size 25 X 38", 100 lb.

Jacket 408-888: Group 2 – JCP Code* L61, Dull Coated Cover, White, Basis Size 20 x 26", 120 lb.

Exception being that finish should be Silk a Finish.

Jacket 408-889: Group 3 – JCP Code* A91, Smooth Text, Bright White, Basis Size 25 X 38", 100 lb.

Jacket 408-890: Group 3 – JCP Code* L61, Dull Coated Cover, White, Basis Size 20 x 26", 120 lb.

Exception being that finish should be Silk a Finish.

Jacket 408-841: Group 4 – JCP Code* A91, Smooth Text, Bright White, Basis Size 25 X 38", 100 lb.

Jacket 408-842: Group 4 – JCP Code* L61, Dull Coated Cover, White, Basis Size 20 x 26", 120 lb.

Exception being that finish should be Silk a Finish.

Jacket 408-843: Group 5 – JCP Code* A91, Smooth Text, Bright White, Basis Size 25 X 38", 100 lb.

Jacket 408-844: Group 5 – JCP Code* L61, Dull Coated Cover, White, Basis Size 20 x 26", 120 lb.

Exception being that finish should be Silk a Finish.

Jacket 408-839: Group 6 – JCP Code* A91, Smooth Text, Bright White, Basis Size 25 X 38", 100 lb.

Jacket 408-840: Group 6 – JCP Code* L61, Dull Coated Cover, White, Basis Size 20 x 26", 120 lb.

Exception being that finish should be Silk a Finish.

NOTE: All Stock Used Must Be Uniform in Shade.

DESCRIPTIONS:

Jacket 408-845, 408-887, 408-889, 408-841, 408-843 & 408-839 Perforated Mailer: Print face and back, head to head, in black & Pantone 300U in heavy coverage with full bleeds background with process images or illustrations and type/rule matter reversing out to appear white on both sides, and a fine line departmental logo on face. All perforations **MUST** create a trim appearance, so that the edges are clean and free of burrs and indentations after detachment.

Jacket 408-846, 408-888, 408-890, 408-842, 408-844, & 408-840 Postcards: Print face and back, head to head in 4-Color Process in heavy coverage with full bleeds consisting of type matter that reverses to appear white, small process built fine line departmental logo. After printing, Flood Coat Side 1 ONLY (side without the mailing information) with a non-yellowing Satin Aqueous Coating.

Margins:

Follow electronic media / inadequate gripper

Ink:

Jacket 408-845, 408-887, 408-889, 408-841, 408-843 & 408-839: Black and pantone 300 U (Blue)

Jacket 408-846, 408-888, 408-890, 408-842, 408-844, & 408-840: 4-color process and FSAC

Binding:

Jacket 408-845, 408-887, 408-889, 408-841, 408-843 & 408-839 Perforated Mailer: Perf on the horizontal center of the layout, Fold to 9-1/4 x 5-7/8", bind/glue, and perforate 3/8" on 3 sides.

Jacket 408-846, 408-888, 408-890, 408-842, 408-844, & 408-840 Postcards: Trim 4 sides.

Billing Note:

Partial billing will be allowed to the extent that the contractor will be allowed to bill only for the printed items and postage, for each weekly "Mailing" upon completion as specified in the schedule.

Mailing: There is a mailing schedule for each piece that details the variable data that will printed from the excel list onto the printed piece. These should mail the most economical way (bulk/standard) reimbursable postage, (contractor must prepay). Contractor will bill for postage separately and postage is not to be included in the bid price.

In addition to the Bindery/finishing mentioned above, contractor to process provided addresses via NCOA/CASS to adjust final list for standard issues such as bad addresses, plus remove: Truncated addresses, Commercial addresses. Truncated addresses (the FEMA input system truncates addresses that are too long) Commercial addresses (i.e., PO Boxes)

Agency will be using USPS Informed Delivery, which requires the agency to upload mailing lists to the USPS platform in the form of 1Mb serial number ranges. The contractor to provide the IMB serial number ranges for each batch of mail sent.

Contractor to send to the agency the final address list after CASS system processing via email.

Address File: The address file includes the following information fields that must be printed on the materials. First and last name, Address, City, State, Zip. Unique ID. The unique ID number should be printed on the gray box, below the address.

Column K specifies the weekly batch number for each address, which corresponds to when the pieces should be mailed. (See the mailing schedule).

Jacket 408-845 & 408-846: Group 1: The materials must be mailed on a rolling basis over a 4 and a half-month period, at the bulk/standard rate. Mailing for this print job begins on Wednesday, May 29, 2019 and ends on Tuesday, October 15, 2019. Addresses in the Excel file will be divided into 18 batches (see Column K in the sample Excel file), which correspond to an 18-week mailing schedule. Each address will receive one perforated letter mailer, postcard version 1 and postcard version 2, each piece of mail has its own mailing schedule – see attached.

Perforated letter mailers are sent out **First** (starting on 5/29/2019 for batch 2)

Postcard 1's are sent out **Second** (starting on 6/8/2019 for batch 2)

Postcard 2's are sent out **Third** (starting on 6/18/2019 for batch 2)

Note: The batch number should **not** be printed on the pieces of mail. It should only be used as a reference for when to mail the materials. Materials must be printed and placed in the mail on the date specified by the attached distribution list.

Jacket 408-887 & 408-888: Group 2: The materials must be mailed on a rolling basis over a 4 and a half-month period, at the bulk/standard rate. Mailing for this print job begins on Wednesday, May 29, 2019 and ends on Tuesday, October 15, 2019. Addresses in the Excel file will be divided into 18 batches (see Column K in the sample Excel file), which correspond to an 18-week mailing schedule. Each address will receive one perforated letter mailer, postcard version 1 and postcard version 2, each piece of mail has its own mailing schedule – see attached.

Perforated letter mailers are sent out **First** (starting on 5/29/2019 for batch 2)

Postcard 1's are sent out **Second** (starting on 6/8/2019 for batch 2)

Postcard 2's are sent out **Third** (starting on 6/18/2019 for batch 2)

Note: The batch number should not be printed on the pieces of mail. It should only be used as a reference for when to mail the materials. Materials must be printed and placed in the mail on the date specified by the attached distribution list.

Jacket 408-889 & Jacket 408-890: Group 3: The materials must be mailed on a rolling basis over a 4 and a half-month period, at the bulk/standard rate. Mailing for this print job begins on Wednesday, May 29, 2019 and ends on Tuesday, October 15, 2019. Addresses in the Excel file will be divided into 18 batches (see Column K in the sample Excel file), which correspond to an 18-week mailing schedule. Each address will receive one perforated letter mailer, postcard version 1 and postcard version 2, each piece of mail has its own mailing schedule – see attached.

Perforated letter mailers are sent out **First** (starting on 5/29/2019 for batch 2)

Postcard 1's are sent out **Second** (starting on 6/8/2019 for batch 2)

Postcard 2's are sent out **Third** (starting on 6/18/2019 for batch 2)

Note: The batch number should not be printed on the pieces of mail. It should only be used as a reference for when to mail the materials. Materials must be printed and placed in the mail on the date specified by the attached distribution list.

Jacket 408-841 & Jacket 408-842 Group 4: The materials must be mailed on a rolling basis over a 4 and a half-month period, at the bulk/standard rate. Mailing for this print job begins on Wednesday, May 29, 2019 and ends on Tuesday, October 15, 2019. Addresses in the Excel file will be divided into 18 batches (see Column K in the sample Excel file), which correspond to an 18-week mailing schedule. Each address will receive one perforated letter mailer, postcard version 1 and postcard version 2, each piece of mail has its own mailing schedule – see attached.

Perforated letter mailers are sent out **First** (starting on 5/29/2019 for batch 2)

Postcard 1's are sent out **Second** (starting on 6/8/2019 for batch 2)

Note: The batch number should not be printed on the pieces of mail. It should only be used as a reference for when to mail the materials. Materials must be printed and placed in the mail on the date specified by the attached distribution list.

Jacket 408-843 & Jacket 408-844 Group 5: The materials must be mailed on a rolling basis over a 4 and a half-month period, at the bulk/standard rate. Mailing for this print job begins on Wednesday, May 29, 2019 and ends on Tuesday, October 15, 2019. Addresses in the Excel file will be divided into 18 batches (see Column K in the sample Excel file), which correspond to an 18-week mailing schedule. Each address will receive one perforated letter mailer, postcard version 1 and postcard version 2, each piece of mail has its own mailing schedule – see attached.

Perforated letter mailers are sent out **First** (starting on 5/29/2019 for batch 2)

Postcard 1's are sent out **Second** (starting on 6/8/2019 for batch 2)

Postcard 2's are sent out **Third** (starting on 6/18/2019 for batch 2)

Note: The batch number should not be printed on the pieces of mail. It should only be used as a reference for

when to mail the materials. Materials must be printed and placed in the mail on the date specified by the attached distribution list.

Jacket 408-839 & Jacket 408-840 Group 6: The materials must be mailed on a rolling basis over a 4 and a half-month period, at the bulk/standard rate. Mailing for this print job begins on Wednesday, May 29, 2019 and ends on Tuesday, October 15, 2019. Addresses in the Excel file will be divided into 18 batches (see Column K in the sample Excel file), which correspond to an 18-week mailing schedule. Each address will receive one perforated letter mailer, postcard version 1 and postcard version 2, each piece of mail has its own mailing schedule – see attached.

Perforated letter mailers are sent out **First** (starting on 5/29/2019 for batch 2)

Postcard 1's are sent out **Second** (starting on 6/8/2019 for batch 2)

Postcard 2's are sent out **Third** (starting on 6/18/2019 for batch 2)

Note: The batch number should not be printed on the pieces of mail. It should only be used as a reference for when to mail the materials. Materials must be printed and placed in the mail on the date specified by the attached distribution list.

DISTRIBUTION: F.O.B. Contractor's City – Must Mail according to mail schedules supplied. All mailed copies must be sorted and prepared in packages and sacks as prescribed in the U.S. Postal Service Domestic Mail Manual.

Contractor is required to apply the appropriate postage to each mailing. Contractor will be reimbursed for postage by submitting a properly completed postal service form (or equivalent) with billing invoice for payment

DISTRIBUTION: F.O.B Destination – Return all GFM, and sample (of each item) to: Thomas Grant, 500 C Street, SW Washington DC 20472

NOTE: Deliveries to FEMA Publications Warehouse, 4440 Buckeystown Pike, Frederick, Maryland 21704 Screening Facility, 1880 2nd Street, SW, Washington, DC 20536. Phone Number: (direct # 202-205-5847) or Commander R. H. Williams (202-345-7798)

Deliveries to FEMA Headquarters, 500 C Street, SW, Washington, DC 20472, Contact FEMA MAILROOM 202-646-3540, ATTN: BRIAN BARLOW, 202-212-1869.

Email the final address list after CASS system processing to: Yvette.williams2@fema.dhs.gov.

All vehicles will be turned away if they have not been through the FPS screening/banding process.

NOTE: Federal Express and UPS must also call ahead for special delivery screening process to the above phone number.

QUALITY ASSURANCE STANDARDS: The following 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 3.
- (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	OK'd Proofs/Electronic Media
P-9. Solid or Screen Tints Color Match	Pantone Matching System

P-10 Process Color Match

Furnished Electronic Media

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to thomas.grant@fema.dhs.gov. The subject line of this message shall be "Distribution Notice for Jacket 408-845, 408-846, 408-887, 408-888, 408-889, 408-890, 408-841, 408-842, 408-843, 408-844, 408-839, 408-840. 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.

Note: For the "Blue Label" Copies -- A copy of the Government furnished certificate (GPO Form 917) must accompany the voucher sent to GPO, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the voucher. NOTE: Form is also available at <https://www.gpo.gov/pdfs/vendors/sfas/Form917.pdf>

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

SCHEDULE: The Purchase Order will be available for pick up, or will be e-mailed, at the U.S. Government Publishing Office, Washington, D.C. 20401, no later than **May 17, 2019**

Submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule. Contractor must call GPO Contract Compliance Section at (202) 512-0520 or email compliance@gpo.gov immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than 3 workdays from receipt in the department to when they are made available for pickup at the department.

All expenses incidental to submitting proofs, furnishing samples and returning materials, must be borne by the contractor.

F.O.B. Contractor's City: Start Mail date: May 29, 2019; Mail complete by: October 15, 2019

F.O.B Destination: Samples of each item will be sent weekly, upon completion of each mailing. Starting May 29, 2019 until completion on 10/15/2019.

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.

Contractors are to report information regarding each order for compliance reporting purposes and include date of delivery (or mailing if applicable) for proofs and delivery schedules in accordance with the contract requirements by contacting Shared Support Services Compliance Section via e-mail to compliance@gpo.gov or by calling (202) 512-0520 or faxing (202) 512-1364. Personnel receiving the e-mail or call will be unable to respond to questions of a technical nature or transfer any inquiries.

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>

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to: U.S. Government Publishing Office, Bid Section, Room C-848, Stop: CSPA, 732 North Capitol Street, NW, Washington, DC 20401. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Bid Section, Fax No. (202) 512-1782. 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: GPO Bookstore, 710 North Capitol Street, NW, Washington, DC, between the hours of 8:00 a.m. and 4:00 p.m., prevailing Washington, DC, time, Monday through Friday. The contractor is to follow the submission instructions posted in the Bid Submission/Opening area. If further instruction or assistance is required, call (202) 512-0526.

OFFERS: Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. A price must be submitted for each additional 1,000 assembled sets. 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.

JACKET NUMBER	BID PRICE:	ADDITIONAL/M
Jacket 408-845 & 408-846:	\$ _____	\$ _____
Jacket 408-887 & 408-888:	\$ _____	\$ _____
Jacket 408-889 & 408-890	\$ _____	\$ _____
Jacket 408-841 & 408-842	\$ _____	\$ _____
Jacket 408-843 & 408-844	\$ _____	\$ _____
Jacket 408-839 & 408-840	\$ _____	\$ _____

SHIPMENT(S): Shipments will be made from: City _____, State _____ The city (ies) indicated above will be used for evaluation of transportation charges when shipment f.o.b. contractor’s city is specified. If no shipping point is indicated above, it will be deemed that the bidder has selected the city and state shown below in the address block, and the bid will be evaluated and the contract awarded on that basis. If shipment is not made from evaluation point, the contractor will be responsible for any additional shipping costs incurred.

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 fax or mail, fill out and return one copy.

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

 (Street Address)

 (City – State – Zip Code)

By _____
 (Printed Name, and Title of Person Authorized to Sign this Bid)

 (Signature) (Date)

 (Telephone Number) (Email)

Contracting Officer Review: _____ Date: _____ Certifier: _____ Date: _____
 (Initials) (Initials)