

Jacket: 429-044

Title: 2025 SMD Planning Guides (English & Spanish Versions)

Agency: NASA

Bid Opening: August 23, 2024 at 11:00 AM

A

Contractor Name	Bid	Terms		Discounted Total
Phoenix Lithographing Corp.	\$124,667.24	5.0%	20 days	\$118,433.88
Solo Printing, LLC	\$119,249.00	0.25%	20 days	\$118,950.88
District Creative Printing	\$154,900.00	2.0%	20 days	\$151,802.00
Advantage Mailing LLC	\$175,049.25	0.5%	20 days	\$174,174.00
Consolidated Graphics Mt. Vernon	\$190,924.95	0.0%	0 days	\$190,924.95

A = Award

BID OPENING: Bids shall be opened virtually at 11 am Eastern Time (ET), on August 23, 2024 at the U.S. Government Publishing Office. All parties interested in attending the bid opening shall email bids@gpo.gov one (1) hour prior to the bid opening date and time to request a Microsoft Teams live stream link. This must be a separate email from the bid submission. The link will be emailed prior to the bid opening.

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

Note: The GPO 910 "BID" Form is no longer required; **bidders are to fill out, sign/initial, as applicable, and return page 8.**

For information regarding the solicitation requirements prior to award please email at tsankey@gpo.gov. For contract administration after award, contact APS DC at 202-512-0488.

ADDITIONAL EMAILED BID SUBMISSION PROVISIONS: The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed bid including, but not limited to, the following:

1. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
2. The vendor's email provider may have different size limitations for sending e-mail, however vendors are advised not to exceed GPO's stated limit. The bidder's email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO's stated limit.
3. Illegibility of bid.
4. When the email bid is received by GPO it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the e-mailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the e-mail is received by GPO's email server as the official time stamp for bid receipt at the specified location.

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 QATAP (GPO Publication 310.1) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.

Travel expenses and per diem to be incurred by the Government for press sheet inspection will be a factor in determining award. This will be based on sending government representative(s) to contractor's location.

All the requirements of these specifications apply equally to both items unless otherwise indicated.

PRODUCT: Saddle Stitch Pamphlets.

TITLE: 2025 SMD Planning Guides (English & Spanish Versions)

QUANTITY: 68,100 Total Saddle Stitched Books which consists of 50,000 English pamphlets and 18,100 Spanish pamphlets plus 50 QARC's of English and 32 QARC's of Spanish, and One (1) Set of Digital Deliverables. Multiple destinations.

TRIM SIZE: 14 x 11"

PAGES: 28 plus a separate wrap-around cover.

GOVERNMENT TO FURNISH (GFM): Receive via email after award.

One (1) Purchase order.

One (1) PDF file, Mac based Adobe InDesign 17.0. Contractor to extend bleed as necessary. Agency requests to work with the winning contractor before sending the files to adjust profile settings to accommodate their press and processes to achieve the best color result on the press sheets. There will be no additional cost to the Government for this request; the contractor must include any costs for this process in their bid.

Two (2) PDF files, one with ISBN barcode and one with 'for sale line'

Three (3) Excel files, 2 with distribution, 1 with important information - see attached.

GPO Form 892c (R. 12/17) Proofs.

GPO Form 915 (Business Reply Label).

GPO Form 917 (Certificate of Selection).

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

GPO Form 2686 QARC Random copies sampling & shipping instructions.

Agency copies: Contractor can 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.

Sales copies: Labeling and Marking Specifications" form (GPO Form 905, R. 7-15, fill in appropriate blanks, and attach to shipping containers.

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 contract administrator.

The contractor shall create or change 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.

Minimum 200-line screen required.

PROOFS:

E-MAIL PROOFS (indicate margins): CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT". One set of E-Mailed Electronic Page 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.

E-Mailed proofs (marked with Jacket/Req. Number plus return name and E-Mail address) directly to the Agency to: veronica.talbert@nasa.gov and cc: tsankey@gpo.gov. Contractor must call GPO Contract Compliance Section at (202) 512-0520 immediately upon E-Mailing proofs and immediately upon receiving the returned proofs (or OK E-Mail) back from the Department. Proofs will be withheld not more than (2) workdays from receipt at the Department to receipt in the contractor's plant. NOTE: Must have 4 versions of PDF Proofs, 2 agency versions, English and Spanish with no ISBN/for sale line information, and 2 GPO versions, English and Spanish with ISBN/for sale line information.

AFTER PDF PROOF APPROVAL:

One (1) set of digital color content proofs for each of the Spanish and English versions, (versions for GPO Sales copies with ISBN info. not required) of the entire publication. 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, folded, and bound to the finished size of the product. NOTE: Contractor MUST show on proof where drill hole will fall.

PLUS

One set(s) of digital one-piece composite laminated halftone proofs of covers, and text pages for each of the Spanish and English versions, (versions for GPO Sales copies with ISBN info. not required) on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi.

At contractor's option, one set(s) of inkjet proofs of the covers and text for each of the Spanish and English versions, (versions for GPO Sales copies with ISBN info. not required) that are G7 profiled and use pigment-based inks may be submitted in lieu of digital one-piece composite laminated halftone proofs. A proofing RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles Technology, and meets or exceeds industry tolerance to ISO 12647-7 standard for Graphic Technology (as of 2016 and future amendments) must be utilized. Proofs must be ripped and sent at plate resolution (minimum of 2400 x 2400 dpi). If using a 1 bit tiff, the tiff must be made at a minimum of 2400 dpi. Output must be a minimum of 2400 x 1200 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain both of the following to be evaluated for accuracy: 3-tier color control strip: IDEAlliance ISO 12647-7 2013(i1), and the GPO Resolution target found www.gpo.gov/gporestarget.pdf. NOTE: At any point during the term of this contract, if a contractor chooses this proof option, prior evaluation and approval of this proofing method must be provided by GPO, Quality Control for Published Products, to ensure that the final product will be produced in accordance with contract specification's. See instructions at:

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-forvendors/qlsamples6f200c30b44a64308413ff00001d133d.pdf>. Failure to obtain this evaluation and approval may be cause for the job to be rejected should the final product not match the proofs for color.

Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8 x 1/8" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi. NOTE: On High Res proofs, Pantone colors may be substituted with a similar color (with the exception of process yellow) but may not be built out of the four process colors. If producing Inkjet proofs, Pantone colors must be simulated on proofs and must be proofed separately on a digital color content, overlay, or inkjet proof. Contractor to submit ink draw downs on actual production stock of Pantone color(s) used to produce the product. Half of draw down must show varnish or coating, as applicable.

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

Contractor is required to ensure that all proofs made are a direct representation of the electronic files. Color fidelity must be maintained; no reflow will be allowed. If any contractors errors are serious enough in the opinion of the GPO to require revised proofs, the revised proofs are to be provided at no expense to the Government. No extra time can be allowed for this reproofing; such operations must be accomplished within the original production schedule allotted in the specifications.

Send proofs together with the furnished media (copy, electronic files) via traceable means directly to: Gambrills, MD 21054 (address is residential and will be provided upon award). Contractor must call GPO Contract Compliance Section at 202-512-0520, or e-mail information to 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 (5) workdays from receipt in the department to when they are made available for pickup at the department.

Contractor must also notify the ordering agency/GPO with tracking information on the same day that the proof ships/delivers via e-mail sent to veronica.talbert@nasa.gov and cc: tsankey@gpo.gov. The subject line of this message shall be "PROOF Notice for Req#24-20052, Jacket 429-044".

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. 13" dated September 2019. https://www.gpo.gov/docs/default-source/forms-standards-pdf-files/vol_13..PDF.

COVER: JCP Code* L11, No. 1 Gloss-Coated Cover, White, Basis Size 20 X 26" - 80 lbs.
TEXT: JCP Code* A181, No. 1 Gloss-Coated Text, White, Basis Size 25 X 38" - 100 lbs.

PRINTING:

DIGITAL PRINTING NOT ACCEPTABLE.

Covers 1-4 print face and back (head to foot*) in heavy coverage with type/rule matter, illustrations, tints, images and heavy solids in four-color process and one (1) Pantone color (to be determined by GFM delivery date) plus some type reversing out to appear white, full bleeds all sides. After printing, flood gloss UV coat Covers 1 and 4 and flood gloss aqueous coat Covers 2-3 to prevent scratching and smearing. *Covers 1 and 4 read left to right when calendar is closed.

Text pages print face and back (head to foot) in heavy coverage with type/rule matter, illustrations, tints, images and heavy solids in four-color process and one (1) Pantone color (to be determined by GFM delivery date) plus some type reversing out to appear white, bleeds all sides. After printing, flood gloss aqueous coat all text pages to prevent scratching and smearing.

Cover and text must be printed on a press capable of printing five (5) colors in a single pass through the press (minimum five (5) printing units).

On GPO Sales Copies ONLY (1500 English & 100 Spanish): ISBN and SALES LINE: From furnished manuscript copy, contractor must place the 13 digit ISBN Number and "For Sale By..." line, at the bottom of the back side of the first printed page in the book. Sale line and barcode elements must be printed in black ink against a suitably sized white background at the bottom center of Cover 4. The ISBN number must be printed in Human-Readable interpretation and bar coded using 3 of 9 (code 39) Bar Code System, non contract reading in accordance with ISO-2108:2005.

PRESS SHEET INSPECTION: Final make-ready press sheets of Covers, and text pages 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) issued June 2003. 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 control bars for each color of ink on the sheet. Control bars must be placed parallel to the press 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 (such as, BRUNNER, GATF, GRETAG, or RIT); and gray balance patches for process color (if applicable). These areas must be repeated across the entire press sheet.

Viewing Light: Press sheets will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ISO 3664-2009; a viewing booth under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

The contractor must notify the GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least 48 hours prior to the inspection. Notify the U.S. Government Publishing Office, Contract Management Division, Quality Control for Published Products (CSPS), Washington, DC 20401, on telephone area code (202) 512-1162. Telephone calls will only be accepted between the hours of 8:00 am and 2:00 pm, prevailing eastern time. Note: See contract clauses, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1-18)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

NOTE: Press Sheet must be a Minimum 200 lpi.

DIGITAL DELIVERABLE: The contractor shall make all revisions to the electronic files. Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

Upon completion of the order, the contractor must furnish by email (See Distribution herein) one set of 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 the same type of storage media as was originally furnished. 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.

INK:

C1, and C4: 4-color process plus gloss UV coating.
C2, C3, and Text: 4-color process plus gloss aqueous coating.

MARGINS:

Inadequate gripper (bleeds all sides)
Follow Electronic Files.

BINDING:

Saddle stitch in 2 places on 14" side.
Paper Covers: Wrap around. Trim flush, Stitched on, Grain must run parallel to spine.
After saddle stitch, drill 1 round hole, 1/4" diameter, 3/8" from bottom, at 7" center (left to right).
Score on all folds (cracks and wrinkles are not acceptable).

BINDERY INSPECTION (after first off): The contractor must notify the GPO of the date and time the Bindery inspection can be performed. In order for proper arrangements to be made, notification must be given at least 48 hours prior to the inspection. Notify the U.S. Government Publishing Office, Contract Management Division, Quality Control for Published Products Section (CSPS), Washington, DC 20401, on telephone area code (202) 512-1162. Telephone calls will only be accepted between the hours of 8:00 am and 2:00 pm, prevailing eastern time. Note: See contract clauses, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1 18)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection. The contractor must not bind prior to receipt of an "OK TO BIND".

PACKING:

Shrink wrap each item separately in 25's. Pack each language separately and suitably in cartons and shipping containers to ensure booklets are not damaged during shipment.

MARK CARTONS WITH THE FOLLOWING INFORMATION:

JOB TITLE: 2025 SMD Planning Guides
LANGUAGE: (English or Spanish)
REQUISITION: 24-20052
JACKET NO.: 429-044
QUANTITY: _____
NUMBER OF BOXES: EX. Box 1 of 4, Box 2 of 4...

**on GPO Sales copies (1500 English and 100 Spanish), must mark on label the stock number and requisition number, see distribution for more information.

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

Product Quality Levels:

- (a) Printing (page related) Attributes -- Level II.
- (b) Finishing (item related) Attributes -- Level II.

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-8. Halftone Match (Single and Double Impression)	*O.K. Press Sheets
P-9. Solid and Screen Tint Color Match	*O.K. Press Sheets
P-10. Process Color Match	*O.K. Press Sheets

Special Instructions: In the event that inspection of press sheets is waived by the Government, the following listed alternate standards (in order of precedence) shall become the Specified Standards:

- P-7. OK Proofs, Electronic files
- P-8. OK Proofs, Electronic files
- P-9. Solid and Screen Tint Color Match, Pantone Matching System
- P-10. OK proofs, Electronic files

QUALITY ASSURANCE RANDOM COPIES: The contractor will be required to sign a statement furnished by GPO certifying that copies were selected as directed. Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket and Purchase Order numbers, must be furnished with billing as evidence of mailing.

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to veronica.talbert@nasa.gov and cc: tsankey@gpo.gov. The subject line of this message shall be "Distribution Notice for Jackets 429-044, Requisition 24-20052". 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.

Agency Copies (F.O.B Destination):

Deliver by 10/3/24: 48,500 English copies and 18,000 Spanish copies (includes 200 Departmental Random "Blue Label" English Copies and 125 Spanish Copies, see excel list for distribution of blue label copies) via traceable means to: Multiple US destinations, follow excel list (see attached).

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>.

GPO Copies (F.O.B. Destination):

Deliver by 10/3/24: 1500 English copies and 100 Spanish copies via traceable means to: USGPO - Laurel Publications Distribution Center, c/o Receiving-Sales-033-000-01403-1, 8660 Cherry Lane, Ste. #32, Laurel, MD 20707-4950, email: laurelpc2@gpo.gov, phone: 202.512.2010 X33401. Marked Req#4-01056 and Stock#003-000-1403-1 (English) and Req#4-01057 and Stock#003-000-01404-0 (Spanish).

For Laurel distribution:

Appointments must be secured and confirmed to accept the delivery of material.

Appointments must be secured a minimum of three (3) business days in advance of the requested date.

Appointments must be secured and confirmed by the GPO team.

GPO will provide confirmation or alternate delivery dates within one (1) business day of the request.

In order to complete an appointment, at the time of request all metadata for the inbound stock must be received (metadata - products, stock number, titles, quantities, pallet count).

Deliveries to GPO must occur from 8:00 AM to 3:00 PM on Federal business days for trucks and less than a truckload (LTL).

Deliver Digital Deliverable via traceable means by email to: veronica.talbert@nasa.gov and tsankey@gpo.gov. Alternatively, file may be uploaded to gpo.filessharing.gov site for retrieval by GPO and agency.

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

SCHEDULE: The Purchase Order and GFM will be available via e-mail or contractor's FTP site after award no later than 9/2/2024.

F.O.B. destination, delivery complete by 10/3/2024.

Contractors are to report information regarding each order for compliance reporting purposes and include date of delivery (or shipment 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.

OFFERS: Offers must include the cost of all materials and operations for each jacket listed in accordance with these specifications. Award will be based on the lowest total price for the jackets listed. Prices 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.

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

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>.

ATTACHMENT: Attachment(s) is/are part of the specification, click 'Download Attachment(s)' link below to view and print the attachments that are part of these specifications. Download Attachment(s): <https://www.gpo.gov/docs/default-source/contracts/429044-attachments-for-bid.zip>



August 20, 2024

This is Amendment No. 1. The specifications in our invitation for bids on Jacket 429-044, scheduled for opening at 11:00 am EST on August 23, 2024, is amended as follows:

1. The bid opening date remains August 23, 2024.
2. On page 5 of 8, under “INK” the specifications are revised. Delete the current specifications under “INK” and in its place insert the following:

INK:

C1, and C4: 4-color process plus one spot color (to be determined by GFM delivery date) plus gloss UV coating.

C2, C3 and Text: 4-color process plus one spot color (to be determined by GFM delivery date) plus gloss aqueous coating.

All other specifications remain the same.

Amended bid or acknowledgement of amendment must be submitted using the method specified in the solicitation for bid submission. Telephone or facsimile submission is not acceptable.

BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO BID OPENING. Failure to acknowledge receipt of amendment, by amendment number, prior to bid-opening time, may be reason for bid being declared nonresponsive.

Sincerely,

ANTONIO MOZIE
Contracting Officer