

Revisions made to the following requirements of the specifications:

- Delivery addresses
- Decreased Quantity
- F.O.B Destination
- GFM supplied date
- Cover stock exception
- Printing, common pages
- Delivery date

BID OPENING: Bids shall be opened virtually at 11:00 a.m., Eastern Time (ET), on April 7, 2025, 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 specified above will not be considered for award.***

BID SPECIFICATIONS

For the Procurement of

***Pub. 10050 R-01-25 Medicare and You 2025
(Bulk orders for warehouse)***

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

Department of Health and Human Services (DHHS)
Centers for Medicare & Medicaid Services (CMS)

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

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

For information regarding the solicitation requirements, please contact Steve Gaumer at sgaumer@gpo.gov.

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 09-19)).

GPO Contract Terms (GPO Publication 310.2) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>.

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

POSTAWARD CONFERENCE: Unless waived by the Contracting Officer, Government representatives will conduct a conference with the contractor's representatives at the Government Publishing Office, Washington, DC, at a date and time determined by the Government. At the Government's option, the post award conference may be conducted via teleconference.

ALL THE REQUIREMENTS OF THESE SPECIFICATIONS APPLY EQUALLY TO ALL ITEMS UNLESS OTHERWISE INDICATED HEREIN.

TITLE: Pub. 10050 R-01-25 Medicare and You 2025 (Bulk orders for warehouse)

PRODUCT: Various perfect-bound book.

NUMBER OF PAGES: Approximately 124 - 188 pages, plus cover, per version. See page 12 (Attachment B).

QUANTITY: 46,850 total handbooks consisting of 63 different items with varying quantities (includes Departmental Random Copies for each item) plus QARCs (see page 7) and CMS samples as specified within "Distribution" herein. See Attachment B on page 12 for breakdown.

The Government reserves the right to increase or decrease by up to 20% the total number of Handbooks ordered.

TRIM SIZE: 8-3/8 x 10-7/8".

GOVERNMENT TO FURNISH:

One (1) Purchase Order.

GPO Form 952 Desktop Publishing – Disk Information

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

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

GPO Form 917 (Certificate of Selection).

GPO Form 915 (Business Reply Label).

GPO Form 2686 QARC Random copies sampling & shipping instructions

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.

The files for all versions as follows:

- Electronic files generated on a MAC computer with MAC OS Ventura, Version 13.6.4, using Adobe InDesign CC2024 in native application format and Adobe Acrobat DC (along with the corresponding Pantone Connect for Adobe Creative Cloud plug-in for spot color licensing) will be furnished via email (see below for additional specifications).
- Bulk distribution list (MS Excel files).

Adobe InDesign CC2024 and Adobe Acrobat DC PDF Files: Electronic files will be generated on a MAC computer with MAC OS Ventura, Version 13.6.4, using Adobe InDesign CC2024 in native application format. Printer and screen fonts will be provided. Adobe Acrobat PDF files will be supplied to the contractor via email with the variable pages that will comprise the last portion of the Handbook. NOTE: Contractors must use CMS supplied fonts only. One (1) set of color visuals for each version will be provided as a general guide.

NOTE: All software upgrades (for specified applications and plug-ins) which may occur during the term of the contract must be supported by the contractor.

Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried in the electronic files, 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 products 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: Clint Howard at clinton.howard@cms.hhs.gov.

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.

Line screen resolution must be a minimum of 150 lpi for covers and 133 lpi for text.

PROOFS:

NOTE: The GPO imprint line must be visible on all proofs of Cover 3.

For each version:

- One (1) press quality PDF soft proof of the entire publication (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.

NOTE: Covers 1, 2, and 3 of each Handbook are common to all versions; therefore, only one (1) PDF proof is required. For Cover 4, one (1) PDF proof *for each version* is required.

- Two (2) sets of inkjet proofs for Covers 1-3 of any one version are needed plus 2 copies for C4 of each version that are G7 profiled and use pigment-based inks. A proofing RIP that provides an option for high quality color matching (such as Device Links Technology and/or ICC Profiles Technology) and meets or exceeds industry tolerance to ISO 12647-7 Standard for Graphic Technology (as of 3/19/09, and future amendments) must be utilized plus GRACoL 2006 Coated #1 specifications (CGATS TR006) must be achieved. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy: IDEAlliance ISO 12647-7 Control Strip 2009 or 2013(i1).

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

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x2400 dpi.

- 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.

Email PDF soft proofs to: Clinton.howard@cms.hhs.gov; jcarey@gpo.gov; qcpp@gpo.gov, and sgaumer@gpo.gov. Email subject line must identify the jacket number, requisition number, contractor name, and "PDF PROOFS."

Send one (1) set of inkjet proofs directly to: CMS, Attn: Clint Howard, SLL-11-17, 7500 Security Boulevard, Baltimore, MD 21244-1850, 410-786-1962. Contractor must indicate jacket number, requisition number, contractor name, and "PROOFS" on the proof package(s).

Send one (1) set of inkjet proofs directly to: Government Publishing Office, Publishing Support Operations, Quality Control for Published Products, Attn: John Carey/Sarah Coffin, Stop: CSPS, Room C613, 732 North Capitol Street, NW, Washington, DC 20401. (Telephone: (202) 512-0542) Contractor must indicate jacket number, requisition number, contractor name, and "PROOFS" on the proof package(s). *NOTE: This set will be held by the GPO and will not be returned to the contractor.*

Contractor must notify GPO Shared Support Services Compliance Section via email to compliance@gpo.gov and notify Steve Gaumer (sgaumer@gpo.gov) immediately upon submitting proofs and immediately upon notification that the proofs are available for pickup at CMS.

If any contractor's 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.

The contractor must not print prior to receipt of an "O.K. to Print."

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, as applicable.

Government Paper Specification Standards No. 13 – https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/vol_13.pdf.

All text paper used in each copy must be of a uniform shade. All cover paper must have the grain parallel to the spine.

Text: White Uncoated Text, basis weight: 40 lbs. per 500 sheets, 25 x 38", equal to JCP Code A60.

Cover: White Matte Coated Cover, basis weight: 65 lbs. per 500 sheets, 20 x 26", equal to JCP Code L50. Exception: Gloss: Average each side not to exceed 35%.

PRINTING: Publication prints head-to-head, with an occasional head-to-side.

Text: A minimum of 133-line screen for text is required.

All text pages print in black and one Pantone color (Pantone 300 Blue) consisting of illustrations, gradient tones, and type and line matter throughout. Text pages contain some bleeds.

There are no blank text pages. Some text pages may print "This page intentionally left blank," or "NOTES."

The base section (approximately 116-text pages are common to all Area-Specific versions). Area-specific just means the state versions. The fixed section portion of the Handbook, which will comprise the first section of each Handbook, is approximately 116 pages. The variable sections, which will be unique to each Area-Specific Handbook, are approximately 20 to 72 pages (20, 24, 28, 32, 36, 40, 44, 48, 52, 56, 60, 64, 68, or 72 pages) and will follow the fixed section.

Cover: A minimum of 150-line screen for covers is required.

Covers 1 and 2 print in four-color process and one Pantone color (Pantone 300 Blue). Printing may consist of halftones, illustrations, bleeds, and type and line matter.

Cover 3 is blank except for the GPO imprint line which prints in black in the lower right-hand corner. NOTE: GPO imprint line MUST print on Cover 3 as specified. GPO imprint line must be in accordance with Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

Cover 4 prints in black and one Pantone color (Pantone 300 Blue) consisting of type, line matter, and logo.

The Pantone color (Pantone 300 Blue) must print as a solid color. It cannot be built out of the process colors.

After printing, apply a clear non-yellowing, dull satin coating (varnish or aqueous) to prevent smearing and scratching. Coating must be dull satin (not gloss).

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

PRESS SHEET INSPECTION: Final makeready 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 makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. 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 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.

INK: Covers: 4-color process, Pantone 300 (blue), plus dull satin coating (aqueous or varnish)
Text: Black and Pantone 300 (blue)

MARGINS: Margins will be as indicated in the furnished electronic media for the handbook. Inadequate gripper margins. Text pages throughout may bleed at the head, foot, and outside edge. Contractor is responsible for extending bleeds on furnished materials as necessary to ensure bleeds on final product.

BINDING: Perfect-bind text and wraparound cover; trim three sides (bind on the left 10-7/8" dimension). Center hinge score front and back - not to extend beyond 1/4" from bind edge. Grain must run parallel to spine. Glue the

front and back covers to the first and last text pages between the scores and the bind. Cracks and wrinkles are not acceptable.

PACKING: Pack each version separately and identify the shipping containers with the version name, inventory control number, publication number, and publication revision date which will be provided at the time of award. **Each shipping container in all shipments must contain this information on the actual shipping container.**

Pack suitably per shipping container not to exceed 40 pounds when fully packed. Shipping containers must be packed in a manner that will ensure there is no damage to the product during shipping and handling.

Pallets (required for motor freight ship only): Pallets must be type III and must conform to Federal Specifications NN-P-71C, and any amendments thereto except for dimensions and single center stringer. Full entry MUST be on the 40" width. Receipt of incorrect pallets may result in a charge for each incorrect pallet which will be assessed against the contractor. This charge will cover additional costs incurred by CMS to re-palletize the shipment onto correct pallets. Loaded pallets must be machine wrapped with shrinkable or stretchable plastic strong enough to retain the integrity of the pallet during transportation and handling. Do NOT use metal strapping or pallet caps for securing material on pallets. Copies on pallets must be consolidated so that there is no more than one (1) partial pallet per destination. (See Attachment A for CMS Pallet Specifications.)

For shipments to United Systems of Arkansas, Inc., pallets must be 40 x 48", either stringer or block pallet type. Pallet stack height is a maximum of 56", including pallet height.

LABELING AND MARKING:

When more than one shipping container is necessary for a single destination, each container must be marked 1 of 3; 2 of 3; 3 of 3, etc.

Bulk Shipments – Contractor to download GPO Form 905 (R. 7-15) – Labeling and Marking Specifications which can be located on GPO.gov, fill in appropriate blanks, and attach to shipping containers. Label must be in a location on the container where CMS Warehouse can see on rack system.

Mailed Shipments – For the Quality Assurance Random Copies, contractor to apply furnished Business Reply Mail label (see "QUALITY ASSURANCE RANDOM COPIES" below for additional information).

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

Product Quality Levels for Covers:

- (a) Printing Attributes – Level II.
- (b) Finishing Attributes – Level II.

Product Quality Levels for Text Pages:

- (a) Printing Attributes – Level III.
- (b) Finishing 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>Standard</u> |
|---|--|
| P-7. Type Quality and Uniformity
Average Type Dimension/Electronic Files | O.K. Press Sheets/O.K. Proofs/ |
| P-8. Gradient and Halftone Match | O.K. Press Sheets/O.K. Proofs/Electronic Files |
| P-9. Solid and Screen Tint Color Match | O.K. Press Sheets/Pantone Matching System |
| P-10. Process Color Match | O.K. Press Sheets/O.K. Proofs/Electronic Files |

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. O.K. Proofs/Average Type Dimension/Electronic Files
- P-8. O.K. Proofs/Electronic Files
- P-9. Pantone Matching System
- P-10. O.K. Proofs/Electronic Files

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): Each version’s production must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each sublot. Do not choose copies from the same general area in each sublot. The contractor will be required to certify that the copies were selected as directed using GPO Form 917, Certificate of Selection of Random Copies, which can be located at gpo.gov. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special label, GPO Form 2678 – Departmental Random Copies (Blue Label), which must be printed on blue paper and affixed to each affected container. This form can be located at gpo.gov. The container and its contents shall be recorded separately on all shipping documents and sent to: CMS, Attn: Receiving Clerk, 7500 Security Boulevard, Baltimore, MD 21244-1850.

A copy of the specifications 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.

QUALITY ASSURANCE RANDOM COPIES: In addition to the Departmental Random Copies (Blue Label), the contractor is required to submit quality assurance random copies for each version in accordance with the chart below to test for compliance against specifications. The contractor must divide the entire order into equal sublots and select a copy from a different general area of each sublot. The contractor will be required to certify that copies were selected as directed using GPO Form 917 – Certificate of Selection of Random Copies (located on GPO.gov). Copies will be paid for at the running rate offered in the contractor’s bid and their cost will not be a consideration for award. A copy of the purchase order/specifications must be included.

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
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50 -3,200	13
3,201 -10,000	20
10,001-35,000	32
35,001 and over	50

Business Reply Mail labels will be furnished (via email) 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. *(NOTE: Contractor is to produce the number of labels needed (on YELLOW stock) and destroy any remaining labels upon completion of the contract. The Business Reply Mail label furnished is only to be in used in the production of this contract.)*

DISTRIBUTION: Deliver F.O.B. Destination.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to <mailto:clinton.howard@cms.hhs.gov> [Clinton.howard@cms.hhs.gov](mailto:clinton.howard@cms.hhs.gov) and sgaumer@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 432-310, Requisition 5-00059. 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.

Ship 46,850 total copies via traceable means to three (3) destinations (see page 12 exhibit B) (includes Departmental Random "Blue Label" Copies for each version). Some deliveries may require INSIDE DELIVERY.

CMS Delivery Appointment: Receiving hours are Monday through Friday, 7:30 a.m. to 3:30 p.m., on a "first come, first serve" basis (no appointment necessary). The contact number is (410) 786-2948.

United Systems of Arkansas, Inc. Delivery Appointment: Normal receiving hours are 6:00 a.m. to 5:00 p.m., Central Standard Time (CST), Monday through Friday. *(No after hours or weekend deliveries are accepted unless pre-approved through shipping/receiving.)* No appointments are necessary. Contractor to email Robert Bluejacket at bluejacket@usaimages.net with the delivery date of bulk copies.

As applicable, all expenses incidental to picking up and returning furnished materials, submitting proofs, press sheets, and other materials associated with this contract, must be borne by the contractor. PLEASE NOTE: Any shipments sent to CMS using FedEx must use FedEx packaging and containers/boxes.

Ship two (2) samples of EACH item via traceable means to: CMS, 7500 Security Blvd, Baltimore MD 21244, Attn: Clinton Howard, SLL-11-17, 410-786-1962.

SCHEDULE: Government furnished materials will be supplied by 4/9/2025. Adherence to this schedule must be maintained.

- Contractor to submit proofs as soon as the contractor deems necessary in order to comply with the shipping schedule.
- Proofs will be withheld no more than three (3) workdays from receipt by CMS/GPO until changes/corrections/"O.K. to Print" are provided via email. (NOTE: The first workday after receipt of proofs is day one of the hold time.) *If contractor would like the proofs to be returned, they must include a prepaid shipping label in the package with the proofs.*
- If revised proofs are required due to contractor errors, the revised proofs will be withheld no more than three (3) workdays from receipt by CMS/GPO until changes/corrections/"O.K. to Print" are provided via email. (NOTE: The first workday after receipt of proofs is day one of the hold time.) This process may be repeated until CMS determines that the proofs are satisfactory. *If contractor would like the proofs to be*

returned, they must include a prepaid shipping label in the package with the proofs.

- Contractor to ship National English and National Spanish versions complete to arrive at destinations on or before April 28, 2025 and ship the Balance of all versions complete to arrive at destinations on or before May 7, 2025.

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.

For compliance reporting purposes, the contractor must notify the U.S. Government Publishing Office of the date of shipment or delivery, as applicable. Upon completion of each order, contractor must contact the Shared Support Services Compliance Section via email at compliance@gpo.gov; or via telephone at (202) 512-0520. Personnel receiving the email or call will be unable to respond to questions of a technical nature or to 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 pre-award survey at the contractor's/subcontractor's facility(ies) 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 shall be required to provide 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>.

BIDS: Bids must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional 1,000 copies. The price for

additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

Bid Price Jacket 432-310 R1: Per specifications.... \$ _____ **Additional 1,000** Additional Rate: \$ _____

DISCOUNTS: Discounts are offered for payment as follows: _____ Percent, _____ calendar days. See Article 12 "Discounts" of Solicitation Provisions in GPO Contract Terms (Publication 310.2).

AMENDMENT(S): Bidder hereby acknowledges amendment(s) number(ed) _____

BID ACCEPTANCE PERIOD: In compliance with the above, the undersigned agree, if this bid is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the bidder) from the date for receipt of bids, to furnish the specified items at the price set opposite each item, delivered at the designated points(s), in exact accordance with specifications. *NOTE: Failure to provide a 60-day bid acceptance period may result in expiration of the bid prior to award.*

BIDDER'S NAME AND SIGNATURE: Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms - Publication 310.2. When responding by email, fill out and return one copy of all pages in "SECTION 4. - SCHEDULE OF PRICES," including initialing/signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, §2. Electronic signatures must be verifiable of the person authorized by the company to sign bids. *NOTE: Failure to sign the signature block below may result in the bid being declared non-responsive.*

Bidder _____
(Contractor Name) (GPO Contractor's Code – Primary Facility)

(Street Address)

(City – State – Zip Code)

By _____
(Signature and Title of Person Authorized to Sign this Bid) (Date)

(Printed Name) (Telephone Number)

(Email) (Fax Number)

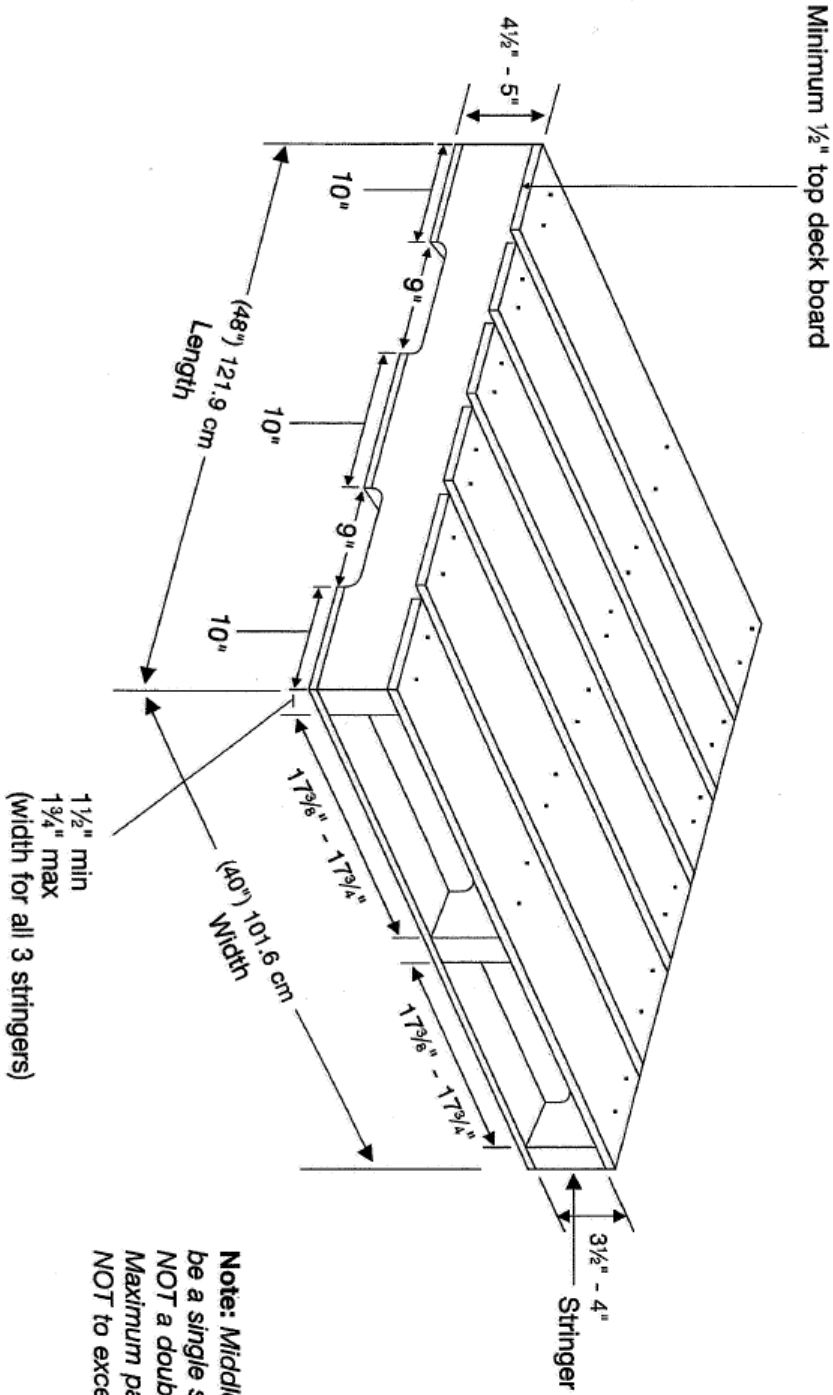
THIS SECTION FOR GPO USE ONLY

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

Attachment A

SINGLE CENTER STRINGER PALLET FOR CMS BULK SHIPMENTS

CMS Pallet Specifications



Note: Middle stringer must be a single stringer and NOT a double stringer. Maximum pallet height NOT to exceed 5".

Attachment B

Bulk Versions of the handbook (No indicia)

***NOTE: All books have a "January 2025" revision date**

**** All box labels should contain Publication # and ICN.**

***** Page numbers do not include the 4 covers**

Publication #**	ICN**	Book Name	CMS Warehouse	USA Warehouse	Novak Birch Warehouse	Totals	# of Text Pages for Self Mailers***
10050	003894	National English	500	1,000	500	2,000	124
10050-S	004386	National Spanish	200	500	200	900	124
10050-01	006578	Northern California	200	1,000	0	1,200	164
10050-02	006579	Southern California	200	1,500	0	1,700	176
10050-03	006580	Alaska & Hawaii (Includes Pacific Territories and Pacific Military)	200	200	0	400	164
10050-06	006583	Arizona	200	700	0	900	156
10050-07	006584	Nevada	200	300	0	500	148
10050-08	006585	New Mexico	200	200	0	400	144
10050-09	006586	Colorado	200	500	0	700	156
10050-12	006588	Oklahoma	200	500	0	700	148
10050-13	006509	Kansas	200	300	0	500	148
10050-14	006589	Arkansas	200	300	0	500	148
10050-16	006591	Missouri	200	500	0	700	152
10050-17	006592	Mississippi	200	300	0	500	148
10050-18	006593	Louisiana	200	200	0	400	152
10050-19	006594	Texas	200	2,000	0	2,200	188
10050-20	006595	Michigan	200	1,000	0	1,200	172
10050-21	006510	Ohio	200	1,200	0	1,400	168
10050-23	006512	Illinois	200	1,200	0	1,400	164
10050-24	006596	Wisconsin	200	500	0	700	156
10050-25	006597	South Carolina	200	500	0	700	152
10050-26	006598	Georgia	200	800	0	1,000	160
10050-27	006599	Northern Florida	200	800	0	1,000	184
10050-28	006600	Southern Florida	200	1,000	0	1,200	176
10050-31	006513	Pennsylvania	200	1,200	0	1,400	184
10050-32	006514	West Virginia	200	200	0	400	144
10050-33	006603	Virginia	200	800	0	1,000	156
10050-34	006604	North Carolina	200	900	0	1,100	160
10050-38	006608	New York City	200	1,400	0	1,600	156
10050-39	006609	NY (except NYC)	200	500	0	700	164
10050-40	006610	New Jersey & Puerto Rico (includes Virgin Islands, Atlantic Euro)	200	1,300	0	1,500	168
10050-41	006517	Minnesota	200	500	0	700	152
10050-42	006519	Nebraska	200	250	0	450	144
10050-43	006518	North Dakota, South Dakota	200	200	0	400	156
10050-44	006515	Washington	200	300	0	500	152
10050-45	006516	Utah	200	200	0	400	144
10050-46	006894	Maine	200	200	0	400	144

10050-47	006895	Connecticut	200	400	0	600	144
10050-48	006897	Massachusetts	200	700	0	900	152
10050-49	006899	Delaware	200	200	0	400	140
10050-50	006901	Tennessee	200	600	0	800	152
10050-51	006520	Kentucky	200	400	0	600	156
10050-52	006521	Idaho	200	300	0	500	144
10050-53	006522	Indiana	200	600	0	800	160
10050-54	006523	Iowa	200	300	0	500	148
10050-55	006900	Alabama	200	500	0	700	148
10050-56	006898	District of Columbia, Maryland	200	700	0	900	156
10050-57	006892	Oregon	200	400	0	600	152
10050-58	006891	Montana, Wyoming	200	200	0	400	148
10050-59	006893	New Hampshire	200	200	0	400	140
10050-60	006896	Vermont	200	200	0	400	136
10050-61	006524	Rhode Island	200	200	0	400	140
10050-1S	006611	New Jersey - Puerto Rico (Spanish)	200	200	0	400	168
10050-2S	006612	New York City (Spanish)	200	200	0	400	152
10050-3S	006613	Southern Florida (Spanish)	200	200	0	400	180
10050-4S	006614	Illinois (Spanish)	200	200	0	400	160
10050-5S	006615	Texas (Spanish)	200	300	0	500	184
10050-6S	006616	Southern California (Spanish)	200	300	0	500	176
10050-7S	006642	Northern California (Spanish)	200	200	0	400	164
10050-8S	006643	Northern Florida (Spanish)	200	200	0	400	184
10050-9S	902383	Arizona (Spanish)	200	200	0	400	152
10050-10S	902384	Massachusetts (Spanish)	200	200	0	400	148
10050-11S	904466	Pennsylvania (Spanish)	200	200	0	400	180
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