

**Jacket:** 518-583

**Title:** The Soldier's Blue Book

**Agency:** APD/ DLADS / 1-18583

**Bid opening:** September 27, 2021 at 11:00 a.m., prevailing Eastern Standard Time

<b>Contractor Name</b>	<b>Bid</b>	<b>Terms</b>			<b>Discount</b>	<b>Amendment</b>	
<b>Monarch Litho</b>	<b>\$247,742.00</b>	<b>2</b>	<b>%</b>	<b>20</b>	<b>days</b>	<b>\$242,787.16</b>	<b>1 yes</b>
Gray Graphics	\$312,702.00	2	%	20	days	\$306,447.96	1 yes
Las Vegas Color Graphics	\$329,555.00	5	%	20	days	\$313,077.25	1 yes
DG3 North America, INC.	\$319,628.00	2	%	20	days	\$313,235.44	1 no

\* Awarded

LU / RG

U.S. GOVERNMENT PUBLISHING OFFICE  
U.S. Government Publishing Office (GPO)  
291 Virginia Beach Blvd., Ste. 401  
Virginia Beach Regional Printing Procurement Office  
Virginia Beach, Virginia 23462

**BID OPENING:** Bids shall be opened at **11:00 a.m.**, prevailing Eastern Standard Time **September 27, 2021** at the U.S. Government Publishing Office, Virginia Beach Regional Office, 291 Independence Blvd., Suite 401, Virginia Beach, VA 23462. Due to COVID-19, this will NOT be a public bid opening.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL Ledo Ulerio (757) 490-7943 AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. NO COLLECT CALLS.

**BID SUBMISSION:** Due to the COVID-19 pandemic, the physical office of Virginia Beach Regional Office will NOT be open. Based on this, bidders MUST submit email bids to [bidsvirginiabeach@gpo.gov](mailto:bidsvirginiabeach@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 11:00 a.m. on the bid opening date specified above will not be considered for award.

**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.

**OFFERS:** Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional 1,000's. 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.

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

The jacket number and bid opening date must be specified with the emailed bid submission. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised January, 2018.

Bids received after 11:00 a.m. on the bid opening date specified above will not be considered for award. For information regarding the solicitation requirements prior to award, email Ledo Ulerio at [lulerio@gpo.gov](mailto:lulerio@gpo.gov) For contract administration after award, contact Ledo Ulerio at (757) 490-7943.

## 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 (Rev. 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>.

**PREAWARD SURVEY:** In order to determine the responsibility of the prime contractor, 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)

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.

NOTE: Prior to award the apparent low vendor must be able to show ability to produce the product in question and may be asked to supply samples of similar items.

**SUBCONTRACTING:** The predominant production function is printing. Bidders who must subcontract this operation will be declared non-responsible.

**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>

Vendors are expected to submit invoices within 15 days of job shipping/delivery.

**MODS:** If any additional costs are incurred during the production of this job due to Government action (i.e. AAs), contractor is REQUIRED to submit written request to the Printing Specialist for written approval BEFORE proceeding.

Only a warranted GPO Contracting Officer acting within their appointed limits, has the authority to issue modifications or otherwise change the terms and conditions of this contract. If an individual other than the GPO Contracting Officer attempts to make changes to the terms and conditions of this contract, you shall not proceed with the change and shall immediately notify the GPO Contracting Officer. Proceeding with any work not authorized by the GPO Contracting Officer will be at the Contractor's own risk.

**CONTRACTOR TO FURNISH:** All materials and operations, other than those listed under "Government to Furnish," necessary to produce the product in accordance with these specifications.

**GOVERNMENT TO FURNISH:** Purchase Order and furnished material (33 MB PDF print file and run sheet) will be dropped on contractor's ftp site.

**PRODUCT:** Coil-bound books with laminated covers

**QUANTITY:** 130,000

**TITLE:** The Soldier's Blue Book

**PAGES:** 312 text pages + 4-page cover

**TRIM:** 4.5" x 6"

**SCHEDULE:**

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.

Inside delivery (to arrive at destination) by **November 10, 2021** by 2pm local time.

F.O.B. Destination

**DESCRIPTION:**

Black plastic coil-bound book, single wire, with two-piece laminated covers. Cover 1 prints four color process, full bleed. Cover 2 prints four color process, no bleed. Cover 3 prints four color process, no bleed. Cover 4 (no file supplied) prints full bleed of process build for PMS 5415 blue. Both sides of the covers will laminate with 3 mil gloss laminate, for a total thickness of 6 mil. The laminate must be free of distortion of the printed matter and must remain clear and legible. Flush cut – do not extend laminate beyond trim size. Approximately 179 text pages print black, 133 pages print four color process. Text pages do not bleed. PDF proof and one set of preproduction samples are required. Deliver by traceable means to 4 locations (see distribution list for instructions)

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

Cover: JCP Code\* L20, Vellum-Finish Cover; White, Basis Size 20 X 26" 110#

Text: JCP Code\* A60, Uncoated Text, Basis Size 25 X 38" 50#

**COLOR OF INK:** 4/C Process Color + PMS 5415 + Black

**MARGING:** Follow margins in pdf file. Adequate gripper on text. Cover 1 and Cover 4 requires full bleed to be built.

**PROOF:**

When emailing, please be reminded that not all emails are entered correctly and many Government agencies have significant firewalls, as such a phone call to confirm receipt of email is required.

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. Include REMINDER that agency can keep proof Two (3) workdays. Date of receipt is NOT considered first workday.

EMAIL to [Tony.Ragin.civ@mail.mil](mailto:Tony.Ragin.civ@mail.mil) and [lulerio@gpo.gov](mailto:lulerio@gpo.gov).

CALL (703) 693-1482 to confirm receipt.

NOTE: After approval of the PDF, send a prior to production proof.

Contractor must supply a proof sign-off sheet and return airbill. Also please include a reminder that the agency can only keep Samples 2 days.

The Prior to Production Samples must be produced as specified using the format, ink, stock, equipment, and methods of production that will be used in producing the final product. Do not print the entire quantity until receipt of the OK from the Government.

Prior to the commencement of production of the contract production quantity, the contractor shall submit samples to:

Tony Ragin  
18466 Quantico Gateway Drive  
Triangle, VA 22172  
703-693-1482

Samples will be tested for conformance of material(s). 1 sample will be tested for usage on the specified equipment and/or for construction. The container and accompanying documentation shall be marked PREPRODUCTION SAMPLES and shall include the GPO jacket and purchase order. The samples must be submitted in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule. The Government will approve, conditionally approve, or disapprove the samples within 2 workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefor.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, "Notice of Compliance With Schedules," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor's risk. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

**BINDING:** Laminate both sides of the covers with 3 mil gloss laminate, for a total thickness of 6 mil. The laminate must be free of distortion of the printed matter and must remain clear and legible. Flush cut – do not extend laminate beyond trim size. Trim covers and text 4 sides. Collate two piece covers with text. Black, single wire, plastic coil bind on the left 6” side.

**PACKING: \*\*\* PACKAGE TO ENSURE NO ENTANGLEMENT OF BINDING ELEMENT \*\*\***

Pack suitable quantities in shipping containers with a minimum bursting strength of 275 psi.

All shipments which fill less than a shipping container must be packaged with materials of sufficient strength and durability and in such a manner which will guarantee that the product will not be damaged and the package will not open nor split during delivery/mailling process.

**THE CONTRACTOR IS ADVISED TO MAKE CERTAIN THAT THE CONTAINER AND THE PALLET REQUIREMENTS ARE EXACTLY AS INDICATED. NO SUBSTITUTIONS WILL BE ACCEPTED FOR EITHER OF THESE.**

Package to ensure no damage prior to receipt by agency. Pack in uniform quantities. Boxes must be filled to capacity without air & NOT exceed 32 pounds in weight. LABEL ALL BOXES WITH GTA#06-05-001 -Order ships on ~5" Wooden Pallet (Wrap to prevent spillage) construction must be as follows:  
 -----48 wide across the front where the forklift slots are located  
 -----40 deep x 5-6 high (Maximum height: 52", to include the pallet).

When multiple pallets are required to package the same product, the containers must be identified as to number of containers (e.g., 1 of 3, 2 of 3, and 3 of 3).

**LABELING AND MARKING** (Package and/or Container label): Each package or carton must be labeled. The label MUST indicate full title, quantity, Jacket number, and total number of boxes shipped, i.e. 6 of 10.

**DEPARTMENTAL RANDOM COPIES (BLUE LABEL):** All orders must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to certify that the copies were selected as directed using GPO Form 917 – Certificate of Selection of Random Copies which can be located on 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>
130,000	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 downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list.

A copy of the print order/specification and a signed Certificate of Selection of Random Copies must be included.

A copy of the signed Certificate of Selection of Random Copies must accompany the invoice sent to U.S. Government Publishing Office, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the invoice.

**NOTIFICATION OF SHIPMENT:** Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to [tony.ragin.civ@mail.mil](mailto:tony.ragin.civ@mail.mil) and [lulerio@gpo.gov](mailto:lulerio@gpo.gov). The subject line of this message shall be Distribution Notice for Jacket 518-583. 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.

**DISTRIBUTION:**

Shipping cost must be included in the bid price. Ship all destinations by traceable means. All expenses incidental to picking up and returning materials and samples must be borne by the contractor.

NOTE: 24-hour advance notice required for all deliveries. Deliveries accepted between 8 am-2 pm Mon-Fri only. No loading dock available. Manual offload required & Truck must have lift gate. Driver must remain w/ vehicle until offloaded.

Deliver f.o.b. destination as follows:

31,000 copies including the 200 blue label copies to:

COMMANDER

30th AG Bn (Rec), ATTN: D Co

5305 3rd IN DIV Rd, Bldg. 3010

Fort Benning, GA 31905-4776"

Attn: Narcisse, Annegret A. 706-544-9205

54,000 copies to:

COMMANDER

120th AG Bn (Rec), ATTN: IRB

1895 Washington Rd

Fort Jackson, SC 29207-5315

Mr. Jim Allen 803-751-6047

27,000 copies to:

COMMANDER

43rd AG, ATTN: Mr. Ellis (SPB)

200 Oklahoma, Bldg 2100

Fort Leonard Wood, MO 65473-5000

Renard Ellis 573-596-0659/7154

18,000 copies to:

COMMANDER

95th AG BN (RCPT)

ATTN: ATSF-KRH SGT Betts

is 6076 Rothwell Street

Fort Sill, OK 73503-5600

Michael Halicki 580-442-8051

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

Product Quality Levels:

- (a) Printing Attributes -- Level 2
- (b) Finishing Attributes -- Level 2
- (c) Exceptions: None

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

- (a) Non-destructive Tests - General Inspection Level 1.
- (b) Destructive Tests - Special Inspection Level S-2.

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

Attribute	Specified Standard
P-7. Type Quality and Uniformity	Approved Preproduction Sample
P-8. Halftone Match (Single and Double Impression)	Approved Preproduction Sample
P-9. Solid and Screen Tint Color Match	Approved Preproduction Sample
P-10. Process Color Mat	Approved Preproduction Sample





September 22, 2021

Dear Bidder:

This is Amendment Number One (1). The specifications in our invitation for bids on jacket 518-583, scheduled for opening at 11 a.m., September 27, 2021, are amended as follows.

P. 3 of 8,

Under "Paper", "Cover", verbiage is revised from: "JCP Code\* L20, Vellum-Finish Cover; White, Basis Size 20 X 26" 110#" to "White Index, grammage 200 g/m<sup>2</sup> (basis weight: 110 lbs. per 500 sheets, 25-1/2 x 30-1/2)", equal to JCP Code K10".

Bid opening date remains 11:00 am September 27, 2021.

All other specifications remain the same.


If amendment is not acknowledged on bid, direct acknowledgement to:

U.S. Government Publishing Office  
Virginia Beach Regional Office  
291 Independence Blvd., Suite 401  
Virginia Beach, VA 23462

**TELEPHONE ACKNOWLEDGMENT OF THIS AMENDMENT 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,

 Digitally signed by Richard W  
Gilbert  
Date: 2021.09.22 13:07:40 -04'00'

RICHARD W. GILBERT  
Contracting Officer

Bidders must fill out this page and return it.

BID PRICE: \$ 247,742.<sup>00</sup> ADDITIONAL RATE: \$ 1811.<sup>81</sup> PER: M's

DISCOUNTS: Discounts are offered for payment as follows: 2 Percent, 20 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) # 1

BID ACCEPTANCE PERIOD: In compliance with the above, the undersigned agree, if this bid is accepted within 60 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. Failure to sign the signature block below may result in the bid being declared non-responsive.

Bidder Monarch Litho Inc 040 60078  
(Contractor Name) (GPO Contractor's Code)

1501 Date Street  
(Street Address)

Montebello, CA 90640  
(City - State - Zip Code)

By Robert Lopez President 9-24-21  
(Printed Name, Signature, and Title of Person Authorized to Sign this Bid) (Date)

Sersio Lopez 323-727-0300 Sersio.Lopez@monarchlitho.com  
(Person to be Contacted) (Telephone Number) (Email)

THIS SECTION FOR GPO USE ONLY

Certified by: LU Date: 9/28/2021 Contracting Officer: \_\_\_\_\_ Date: \_\_\_\_\_  
(Initials) (Initials)