

Jacket: 518-582
Title: STP 21-1-SMCT September 2021
Agency: Army / DLADS (5061-AP)
Bid opening: October 19, 2021 at 11:00 a.m., prevailing Eastern Standard Time

Jacket	Contractor Name	Bid	Terms	Discount
618-254	Monarch Litho	\$173,570.00	2 % 20 days	\$170,098.60
618-255	Monarch Litho	\$3,446.00	2 % 20 days	\$3,377.08
618-256	Monarch Litho	\$495.00	2 % 20 days	\$485.10
618-257	Monarch Litho	\$6,837.00	2 % 20 days	\$6,700.26
618-258	Monarch Litho	\$869.00	2 % 20 days	\$851.62
618-259	Monarch Litho	\$13,330.00	2 % 20 days	\$13,063.40
618-260	Monarch Litho	\$1,444.00	2 % 20 days	\$1,415.12
TOTAL \$199,991.00				* \$195,991.18

Jacket	Contractor Name	Bid	Terms	Discount
618-254	Taylor Corp /TPVI FL	\$168,182.10	Net % Net days	\$168,182.10
618-255	Taylor Corp /TPVI FL	\$3,883.98	Net % Net days	\$3,883.98
618-256	Taylor Corp /TPVI FL	\$679.79	Net % Net days	\$679.79
618-257	Taylor Corp /TPVI FL	\$7,336.79	Net % Net days	\$7,336.79
618-258	Taylor Corp /TPVI FL	\$1,097.73	Net % Net days	\$1,097.73
618-259	Taylor Corp /TPVI FL	\$14,332.42	Net % Net days	\$14,332.42
618-260	Taylor Corp /TPVI FL	\$1,794.29	Net % Net days	\$1,794.29
TOTAL \$197,307.10				\$197,307.10

Jacket	Contractor Name	Bid	Terms	Discount
618-254	Gray Graphics	\$275,000.00	1 % 20 days	\$272,250.00
618-255	Gray Graphics	\$6,875.00	1 % 20 days	\$6,806.25
618-256	Gray Graphics	\$550.00	1 % 20 days	\$544.50
618-257	Gray Graphics	\$13,750.00	1 % 20 days	\$13,612.50
618-258	Gray Graphics	\$1,375.00	1 % 20 days	\$1,361.25
618-259	Gray Graphics	\$27,500.00	1 % 20 days	\$27,225.00
618-260	Gray Graphics	\$2,750.00	1 % 20 days	\$2,722.50
TOTAL \$327,800.00				\$324,522.00

Jacket	Contractor Name	Bid	Terms	Discount
618-254	Las Vegas Color Graphics. Inc.	\$297,555.00	5 % 20 days	\$282,677.25
618-255	Las Vegas Color Graphics. Inc.	\$7,555.00	5 % 20 days	\$7,177.25
618-256	Las Vegas Color Graphics. Inc.	\$655.00	5 % 20 days	\$622.25
618-257	Las Vegas Color Graphics. Inc.	\$15,155.00	5 % 20 days	\$14,397.25
618-258	Las Vegas Color Graphics. Inc.	\$1,855.00	5 % 20 days	\$1,762.25
618-259	Las Vegas Color Graphics. Inc.	\$29,755.00	5 % 20 days	\$28,267.25
618-260	Las Vegas Color Graphics. Inc.	\$3,025.00	5 % 20 days	\$2,873.75
TOTAL \$355,555.00				\$337,777.25

* AWARD

RW / RG

FACSIMILE BID SPECIFICATIONS
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 **October 19, 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 RUSS WARD (757) 490-7941 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 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 100'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 9.

The jacket numbers 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 Russ Ward at ward@gpo.gov For contract administration after award, contact Virginia Beach at (757) 490-7941.

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised 9-19)).

GPO Contract Terms (GPO 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 or any subcontractor, the Government reserves the right to conduct an on-site pre-award survey at the contractor's/subcontractor's facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract. As part of the financial determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The vendor must supply contingency plans prior to award on how units that may fail within warranty period will be replaced.

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.

PAYMENT: PLEASE SUBMIT BILLING PACKAGES WITHIN 15 DAYS OF DELIVERY.

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>

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.

SUBCONTRACTING: The predominant production function is printing. Must be printed on a press capable of printing Four colors (four printing units) in a single pass. Bidders who must subcontract this operation will be declared non-responsible.

PRODUCT: Each Kit to have – (1) Pocket Folder, (18) Unique Factsheets, (1) Saddle Stitch Book, (1) Single Sheet Shipping Instruction, to be included with shipping package, NOT inserted into each kit.

QUANTITY: JKT 618-254: QTY 100,000 Kits, JKT 618-255: QTY 2,500 Kits, JKT 618-256: QTY 200 Kits, JKT 618-257: QTY 5,000 Kits, JKT 618-258: QTY 500 Kits, JKT 618-259: QTY 10,000 Kits, JKT 618-260: QTY 1,000 Kits,

TITLE: VA Welcome Kit_Q1_FY2022

PAGES: Pocket Folders; 4 Pages (head to head), 18 Facts Sheets (One sheet is one side only other 17 print head to head), Welcome Guide: 20 pages plus 4 page cover (head to head), Shipping Instruction Sheet print One side only.

TRIM: Pocket Folders; 19 -1/2 x 16" Flat, folds to 9 x 12", 18 Facts Sheets: 8-1/2 x 11", Welcome Guide: 8-1/2 x 11", Shipping Instruction Sheet 8-1/2 x 11".

DESCRIPTION: POCKET FOLDER: Prints flat: 19-1/2 x 16", the finished folded size: 9 x 12" PRINTS face only (before finishing) with full bleed (must be built) in 4 color process on White 100# Silk / Dull Cover, include a non-yellowing flood dull varnish. SCORE & FOLD to 9 x 12" with two 4" cut pocket secured on outer edges with 3/4 x 4" concealed glue tabs.

FACTSHEETS: 8-1/2 x 11" 18 unique sheets. First sheet prints 4 color process, one side only, 17 other sheets print 4 color process, head to head. All sheets print on 60# White Uncoated Text. COLLATE and INSERT in that exact order in Right pocket. The required order of the sheets will be provided at the time of award.

WELCOME GUIDE: 8-1/2 x 11". 20 pages + 4 page cover. PRINTS head to head in 4 color process. Ensure footer and cross-overs line up throughout.

SCORE, COLLATE, & saddle STITCH in two evenly spaced locations on left 11" side.

INSERT in Left pocket of pocket folder. Outer covers to print on 100# White Silk / Dull cover, text pages print on White 60# Uncoated Text.

SHIPPING INSTRUCTIONS: 8-1/2 x 11", Black Ink Only, One Side Only. All sheets print on 60# White Uncoated Text. To be placed inside each shipping carton NOT inside each kit.

NOTE: Shipping costs need to be included in the bid price of each individual Jacket.

GOVERNMENT TO FURNISH: PDF print files and MS Excel distribution files to emailed or FTP.

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.

ELECTRONIC PREPRESS: File is setup as 4 color process 8-1/2 x 11".

Prior to image processing, the contractor shall perform an extensive 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 GPO.

The contractor shall create any necessary trapping, set proper screen angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

When required by the Government, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions.

Upon completion, the contractor must furnish final production native application files 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, or any proprietary file formats other than those supplied, unless specified by the Government.

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.

Contractor must call Penny Woods at 202-674-0791 to confirm receipt. Email proofs to: penny.woods2@va.gov and wward@gpo.gov.

Also

One set of digital color content proofs for all parts. Direct to plate must be used to produce the final product with a minimum resolution 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, as applicable.

Email photos of the completed digital content proof for all parts to: Justin.Hoffman@va.gov, Penny.Woods2@va.gov, wward@gpo.gov

PRINTING: Pocket Folder, Inserts, and VA Welcome Guide print in 4 color process. Pocket folders to add flood coat with clear, non-yellowing dull aqueous coating. Shipping Instructions Sheet print black only.

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-and-standards-files-for-vendors/vol_13.pdf

Pocket folders & Welcome Guide Covers - JCP Code* L62, No. 2 Silk / Dull-Coated Cover, Basis Size 20 X 26". 100#

Fact Sheets, Welcome Guide Text Pages and Shipping Instruction Sheet - JCP Code* A60, Uncoated Text, Basis Size 25 X 38". 60#

INK: 4 Color Process and Black

MARGINS: Full Bleed all parts except Shipping Instruction Sheet.

BINDING: Pocket folder: SCORE & FOLD to 9 x 12" with two 4" cut pocket secured on outer edges with 3/4 x 4" concealed glue tabs. Fact sheets and Shipping Instructions: Single Sheets. Welcome Guide: Saddle stitch in two places along the left 11" side.

PACKING: Boxes MUST not exceed 40 pounds.

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.

Each shipping container to include ONE Shipping Instruction Sheet.

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.

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.

SCHEDULE: Purchase Order and furnished material will be emailed no later than October 20, 2021.

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.

Submit proofs as soon as possible in order to comply with the shipping schedule. Proofs will be withheld two (2) workdays from receipt until approval of proofs. Date of receipt is not considered first day. The contractor must not print prior to receipt of an "OK to print."

Inside delivery to 266 locations must be made by November 9, 2021 by 2pm local time

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): Order must be divided into 200 equal sublots. 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 execute a statement furnished by GPO certifying that copies were selected as directed. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

These randomly selected copies must be packed separately and identified by a special government-furnished blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent to: Fort Benning, GA (see distribution).

NOTIFICATION OF SHIPMENT: Immediately after the order has shipped, the contractor must email tracking# to penny.woods2@va.gov & wward@gpo.gov on same day product ships. Ensure all boxes contain title, job#, and box# of total shipment.

Contractor to return supplied Distribution list with tracking information no late than 2 days after shipping all parts.

DISTRIBUTION: Shipping costs need to be included in the bid price for each jacket.

F.O.B. DESTINATION – CONTRACTOR PAYS THE FREIGHT TO DELIVER. INSIDE DELIVERY MUST BE MADE BY 2PM LOCAL TIME TO 13 DESTINATIONS. Deliver no later than November 9, 2021.

Final delivery for 266 specific locations equaling 119,200 kits under must be made by November 9, 2021.

*** THE DRIVER WILL NEED TO REMAIN UNTIL UNLOADED

*** Schedule delivery at least 24 hours in advance (M-F)

Vendor **MUST** call ahead to ensure someone will be available to receive at each location.

See attached for distribution lists

JKT 618-254: QTY 100,000 Kits, 260 Locations

JKT 618-255: QTY 2,500 Kits, (One Location) St. Paul, MN 55111

JKT 618-256: QTY 200 Kits, (One Location) Bronx, NY 10468

JKT 618-257: QTY 5,000 Kits, (One Location) Ann Arbor, MI 48105

JKT 618-258: QTY 500 Kits, (One Location) Saginaw, MI 48602.

JKT 618-259: QTY 10,000 Kits, (One Location) Nashville, TN 37212

JKT 618-260: QTY 1,000 Kits, (One Location) Eugene, OR 97408

Deliver 2 samples to: Penny Woods, 3525 Ferry Landing Road, Dunkirk, MD 20754

200 GPO COPIES under JKT 618-254: Place the ISBN Number 978-0-16-095531-0 and the "For Sale By..." line, at the bottom of the back side of the first printed page in the book. Additionally, the ISBN barcode must be printed in black ink at the bottom-right corner or bottom-center of Cover 4. PDF supplied. A Peel and Stick label is authorized for these 200 pieces.

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

Product Quality Levels:

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

Inspection Levels (from ANSI/ASQC 21.4):

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

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

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Approved Digital Content Proofs of all Parts Average Type Dimension in Publication

Prior to award, contractor may be required to provide information related to specific equipment that will be used prior to production.

Bidders must fill out this page and return it.

618-254 TOTAL BID PRICE \$ _____ ADDITIONAL RATE \$ _____ PER 100

618-255 TOTAL BID PRICE \$ _____ ADDITIONAL RATE \$ _____ PER 100

618-256 TOTAL BID PRICE \$ _____ ADDITIONAL RATE \$ _____ PER 100

618-257 TOTAL BID PRICE \$ _____ ADDITIONAL RATE \$ _____ PER 100

618-258 TOTAL BID PRICE \$ _____ ADDITIONAL RATE \$ _____ PER 100

618-259 TOTAL BID PRICE \$ _____ ADDITIONAL RATE \$ _____ PER 100

618-260 TOTAL BID PRICE \$ _____ ADDITIONAL RATE \$ _____ PER 100

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).

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.

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

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 of Page 6, initialing/signing where indicated.

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

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

(Street Address)

(City – State – Zip Code)

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

(Person to be Contacted)

(Telephone Number)

(Email)

COMPLETE THIS PAGE AND SUBMIT AS YOUR BID

THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____
(Initials)

Contracting Officer: _____ Date: _____
(Initials)
