

Abstract for One Time Bids Template 2019-01-14.xlsx - Excel

Jacket: 661-270
Title: Paddle Tip Reflector Kit - Sticker Sheets
Agency: DHA / US Coast Guard
Bid Opening: 6/5/2019 at 2:00 PM MST

Contractor Name	Bid	Quantity	Terms	
Serigraphic Screen Print Inc.	\$105,791.00	506,400	0.5%	20 days
Tri Star Label Inc.	\$105,791.00	200,000	1.0%	20 days
Serigraphic Arts, Inc.	\$105,791.00	143,000	0.5%	20 days
* Taylor/Navitor, Inc. Label Works	\$105,791.00	120,000	3.0%	20 days
Douglass Screen Printers, Inc.	\$105,791.00	92,152	0.5%	20 days
Bowman Displays	\$105,791.00	84,000	1.0%	15 days
Cenveo Worldwide Los Angeles	\$105,791.00	39,390	0.0%	0 days
Monarch Litho Inc.		NO BID		

* Awarded Contractor

BIDS SHALL BE PUBLICLY OPENED AT 2:00 P.M., PREVAILING DENVER, COLORADO TIME, JUNE 5, 2019.

BEFORE AWARD, ANY QUESTIONS REGARDING THESE SPECIFICATIONS MAY BE DIRECTED TO BEVERLY BOECHER (303) 236-5292 (Ext. 4). NO COLLECT CALLS.

U.S. GOVERNMENT PUBLISHING OFFICE
Denver, CO

GENERAL TERMS AND CONDITIONS AND SPECIFICATIONS
For the Procurement of

PADDLE TIP REFLECTOR KIT – STICKER SHEETS

BID SUBMISSION: Submit bid in an envelope with solicitation to U.S. Government Publishing Office, Denver Regional Office, Suite 208, 12345 West Alameda Parkway, Lakewood, CO 80228-2842. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Denver Regional Office, Fax No. (303) 236-5332. The jacket number and bid opening date must be specified with the bid. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2 as revised January, 2018.

BIDDERS, PLEASE NOTE: GPO has issued a new GPO Publication 310.2, GPO Contract Terms - Solicitation Provisions, Supplemental Specifications, and Contract Clauses (Rev 1-18). Prospective bidders should carefully read this publication as the applicable terms within become an integral part of this contract. The document is posted at <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards> along with a list of major revisions.

GPO CONTRACT TERMS: Any contract which results from this Request 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. 1-18)) and GPO Contract Terms, Quality Assurance through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. August 2002)).

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

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

PRODUCT: Silver Chrome Reflective Stickers.

TITLE: PADDLE TIP REFLECTOR KIT – STICKER SHEETS

FIXED PRICE-INDEFINITE QUANTITY CONTRACT: Award will be based on the largest quantity of PADDLE TIP REFLECTOR KIT – STICKER SHEETS for \$105,791.00. Potential vendors must submit the fixed price of \$105, 791.00 plus the quantity they will produce for the fixed price +/- none, total quantity includes 11 sample copies for the agency and GPO. See distribution.

In the event of a tie quantity, the award will be determined by the overall lowest discounted cost. Additionally, a cost must be submitted for additional copies (per unit, per 100 or per 1,000).

Award will be based on the largest quantity for \$105,791.00.

NOTE: This is a fixed price contract. If author's alterations or other changes are made during production, the total quantity may be reduced in accordance with contractor's quoted additional rate to offset the cost of the changes.

NOTE: NO ADDITIONAL FUNDS EXIST FOR THIS PROCUREMENT. If any additional costs are incurred during the production of this order, the overall quantity will be decreased in lieu of an increase in cost.

TRIM SIZE: 8-1/2 x 11".

PAGES: Face and Back.

GPO IMPRINT REQUIREMENT: The GPO imprint requirement, GPO Contract Terms, Supplemental Specifications, No. 9, is waived.

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

Product Quality Levels:

- (a) Printing (page related) Attributes – Level III
- (b) Finishing (item related) Attributes – Level III

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	Approved Proofs, Supplied Electronic Media

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

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

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

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

GOVERNMENT TO FURNISH: The Government will furnish f.o.b. Denver Regional Office, the following Materials: One Adobe Acrobat file supplied as electronic media. No prepress functions (e.g., color correction, UCR/GCR, sharpening or other image enhancement) or procedures have been applied to supplied images. Contractor is responsible for converting images to an appropriate color space and file format for output. Contractor must also apply any and all necessary prepress functions to achieve best possible output quality of supplied files. One previously printed sample for construction and stock.

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.

INSPECTION OF FILES: The contractor will be responsible for proofreading converted formats to ensure that the final document will match in layout fonts and text flow to the low-resolution PDF provided. Contractor will be responsible for final output that is in conformance with the visuals as provided. Contractor to perform a basic check, preflight of the furnished files. Check for missing or damaged files, missing or damaged fonts, damaged disks, missing bleeds, improper trim size, improper color definition, and so on.

The Contractor will not receive additional compensation or time for common errors associated with the output of files. Common errors include, but are not limited to: 1) color issues and shifts (RGB color data, no spot colors, loss of black plate), 2) page integrity (text reflow or type substitution), 3) errors associated with embedded graphics, 4) missing prepress features (e.g. bleeds, trim marks), creating or correcting (altering) any necessary trapping, setting proper screen angles and frequency, 5) loss of text characters from graphic elements, and 6) Defining proper file output selection for the imaging device being used. Contractor responsible to ensure that the black type is a solid black not a process build. Any errors other than those just described, media damage, or data corruption that might interfere with proper file imaging discovered at that time must be reported to the Contracting Officer IMMEDIATELY upon discovery. Prior to making any revisions, the contractor must make a "copy" of the original files, then proceed to make any revisions to the "copy" as required. Further, in addition to the return of the original files, the contractor must furnish final production native application files (digital deliverables, an exact representation of the final printed product) upon completion of the order. All files must be imaged as necessary to meet the assigned Quality Level.

PROOFS: One Inkjet proof requested along with paper samples. Proof and paper samples *must* be provided at the same time.

One set of inkjet proofs 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 will be withheld not more than 4 workdays from receipt by the Government until they are made available for pickup by the contractor. Contractor must not print prior to receipt of an 'OK to print'. Note: The first workday after receipt of proofs by the Government is day one of the hold time.

PRODUCTION MATERIAL SAMPLES: At the same time as submission of the proofs, submit a minimum of five (5), 8-1/2 x 11” blank sheets of the actual paper (face and liner) to be used in the production of the contract requirements. Each sample must be of the kind and quality required by the specifications. The Government will rely on the samples only as a reference to the general appearance of the stock that will be provided by the contractor in conformance to the specifications. The Government assumes no contractual obligation to perform any inspection and test for the benefit of the contractor. The Government's failure to inspect and accept or reject the paper samples shall not relieve the contractor from responsibility, nor impose liability on the Government, for nonconforming paper. The container and accompanying documentation shall be marked PAPER SAMPLES, and shall include the GPO jacket number and purchase order number. Submit samples to address listed below. 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.

Proof, along with the Government furnished material (GFM), a copy of the specifications, contractor's proof cover memo, and information identifying a point of contact and their phone number at the contractor's plant will be sent directly to the ordering agency by the contractor. The contractor is directed to use the furnished "proof" label (GPO Form 892) or contractor's standard "proof" label (provided it contains full identification of the order) and include a filled-out return bill of lading or similar document to be used by the agency for the return of the proofs. Reply by agency to contractor's email will constitute return of proof. The cost of transporting of proofs and materials both ways is to be borne by the contractor. Any terms and conditions on the contractor's proof documents are subordinate to GPO Contract Terms.

If there are any author's alterations or delays caused by the Government in the handling of proofs, it's the contractor's responsibility to notify the GPO in advance of making changes for approval so that an extension and/or price adjustment may be made by Contract Modification

Contractor is cautioned that the proofs produced must be from the contractor's prepared files for their output device and which will be used for final reproduction. It is not acceptable to simply submit reproductions for PDF files furnished by the ordering agency.

Submit proofs together with a prepaid air bill to all address listed within Proof Comments. All packages containing proofs must be clearly marked on the outside as PROOFS, and contain the GPO Jacket Number 661-270 and Paddle Tip Reflector Kit – Sticker Sheets.

PROOF DELIVERY NOTIFICATION: The contractor must notify Adrian Exeter by email (adrian.n.exeter@uscg.mil) when the proofs are shipped, provide the name of the carrier service and tracking number for each shipment. In addition, if the proofs are not returned by the agency within the specified time the contractor must notify the Beverly Boecher at GPO that the proofs have not been returned. Send proof delivery notification by email bboecher@gpo.gov. Include GPO jacket number 661-270 with all correspondence.

Deliver proofs to the Agency at: Commandant (CG-612); Attn. Adrian Exeter; US Coast Guard; 2703 Martin Luther King Jr. Ave. SE, STOP 7710; Washington, DC 20593-7710. Proofs will be withheld the number of workdays as indicated above, from receipt by the Government designated party until they are made available for pickup by the contractor or his designated courier service.

The contractor must not print prior to receipt of an OK 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. 12" dated March 2011. https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/vol_12.pdf

All paper used in an order must be of a uniform shade.

Silver Chrome Polyester, 6 mil with suitable white release liner with easy removal feature. See critical note under Printing, and paper samples must be provided with proofs.

PRINTING: Print face side in black ink on silver chrome polyester 8-1/2 x 11" sheets. Sticker face: Die-cut, four kiss-cut 3-3/4" diameter circles, and one 4-7/8 x 2-11/16" rectangle with radius corners as per sample. Signature clear ink required in Safety Checklist box, 4-5/8 x 7/8" area, for handwriting of name and phone number. Contractor to provide over the top of reflective surface an approximately 7/8" square QR code, positioned 3" from top edge, centered left right. QR code to have white background under QR over print in black. Back liner: Print on back of liner in black. Liner should allow for easy release of sticker. Backing must be made with aggressive solvent acrylic adhesive offering excellent adhesion to a wide variety of surfaces, with service temperature range of 10 to +120 degrees Fahrenheit. Sticker sheets mounted on continuous release liner with an easy-removal feature. Contractor to create media for signature clear ink within safety checklist box.

CRITICAL NOTE: These stickers are used in a marine environment and will be immersed in both fresh and salt water. They will be applied to canoes, kayaks, stand-up paddle boards, and their paddle tips. Because application of the stickers may serve to save the paddle craft user's life in an emergency situation, the operative life of the sticker is very important. The sticker material must remain reflective, the ink, substrate and adhesive should remain viable, waterproof and fade-resistant for 3 to 5 years.

WARRANTY: Contract Clause 15, "Warranty", of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 5-99)) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to five calendar years from the date the check is tendered as final payment.

INK COLOR: Ink Must Contain a Minimum of 20% Vegetable Oil.

Black and Signature Clear Ink. After printing, coat entire decal surface with a suitable UV fade inhibitor finish. See critical note above and requirement for signature clear ink within safety checklist box.

MARGINS: Follow copy sample, adequate gripper margins.

PACKING: Pack per GPO Contract Terms, Supplemental Specifications, No. 5 and 8. Label cartons with title and quantity contained therein. Packing must insure safe delivery at destination in satisfactory condition.

Poly bag (or something more environmentally friendly) in units of 50. NTE 40 lbs. per carton. Pack in suitable shipping containers, see carton specifications.

Label each box/carton with title "Paddle Tip Reflector Kit – Sticker Sheets", jacket number 661-270, requisition number 9-99348 and quantity within each poly bag, and quantity within each box/carton.

Carton specifications must meet following strength guidelines:

Minimum of 200 lb. bursting strength

Minimum of 32 edge crush test

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 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.

<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 government-furnished blue label, affixed to each affected container. 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 JACKET NO. / SPECIFICATION and a signed Government-furnished certificate of selection must be included.

LABELING AND MARKING: When not provided with print order, contractor to download the GPO Form 892C "Proof Label", located at: https://www.gpo.gov/docs/default-source/forms-standards-pdf-files/ppr.pdf?sfvrsn=c9a6613d_4, pg. 159 of 192 (Section 17 pg. 9). Form must be filled in by the contractor and used on all proof packages. Each package must be clearly labeled with the GPO jacket, purchase order and print order numbers, and the number or title of the product to which the proof(s) apply.

Contractor to download the GPO Form 905, R. 7-15 "Labeling and Marking Specifications" form, located at <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/gpo905.pdf>, fill in appropriate blanks, and attach to shipping containers.

DISTRIBUTION: INSIDE DELIVERY REQUIRED. Deliver f.o.b. destination.

Deliver quantity copies (includes 200 departmental random "blue label" copies), via traceable means to: Attn: Randy Ernst (618-452-4309); USCG Auxiliary National Supply Center; 1301 First Street, Suite E; Rivers Edge; Granite City, IL 62040-1803.

Ten (10) sample copies identified with jacket number 661-270 to: Commandant CG -612, Attn: Adrian Exeter, Ph. 202-475-3705, US Coast Guard –Stop 7710, 2703 Martin Luther King Jr Ave. SE, Washington DC 20593-7710.

Return All Government Furnished Material, via traceable means identified as previous sample with jacket number 661-270 to: U.S. Government Publishing Office; Denver Regional Office; Attn: Beverly Boecher (303-236-5292 ext. 4); 12345 W Alameda Parkway, Suite 208; Lakewood CO 80228

1 sample copy identified with jacket number 661-270 to: U.S. Government Publishing Office; Denver Regional Office; 12345 W Alameda Parkway, Suite 208; Lakewood CO 80228

SCHEDULE: Adherence to this schedule must be maintained.

Furnished material will be available for pick up at the U.S. Government Publishing Office, 12345 W Alameda Parkway, Suite 208; Lakewood CO 08228 on June 7, 2019.

PROOFS: Proofs will be withheld 4 workdays, from receipt by the Government designated party until they are made available for pickup by the contractor or their designated courier service. Note: The first workday after receipt of proofs by the Government is day one of the hold time.

Delivery must be completed f.o.b. destination by June 28, 2019.

NOTIFICATION OF SHIPMENT: Notification of shipment to agency and to the GPO Denver office required: Inform the GPO Denver Regional Office of the actual delivery date (not the shipped date) as soon as known on all orders. Email the Jacket number and delivery date to InfoDenver@gpo.gov.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to adrian.n.exeter@uscg.mil. The subject line of this message shall be "Distribution Notice for Requisition No. 9-99348, Jacket 661-720". 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.

RECEIPT FOR DELIVERY: Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket number, purchase order number, requisition number, total quantity delivered, number of cartons, and quantity per carton; date delivery made; and signature of the government agent accepting delivery. The original copy of this receipt must accompany the contractor's voucher for payment.

SUBMISSION OF BIDS: Facsimile bids are permitted.

- (a) Definition. "Facsimile bid," as used in this solicitation, means a bid, modification of a bid, or withdrawal of a bid that is transmitted to and received by the Government via electronic equipment that communicates and reproduces both printed and handwritten material.
- (b) Bidders may submit facsimile bids as responses to this solicitation. These responses must arrive at the place and by the time specified in the solicitation.
- (c) Facsimile bids that fail to furnish required representations or information or that reject any of the terms, conditions, and provisions of the solicitation will be excluded from consideration.
- (d) Facsimile bids must contain the required signatures.
- (e) The Government reserves the right to make award solely on the facsimile bid. However, bidders agree to promptly submit the complete original signed bid.
- (f) Submit facsimile bid to FAX No. (303-236-5332), one bid per facsimile.
- (g) If the bidder chooses to transmit a facsimile bid, the Government will not be responsible for any failure attributable to the transmission or receipt of the facsimile bid including, but not limited to, the following:
 - (1) Receipt of garbled or incomplete bid.
 - (2) Availability or condition of the receiving facsimile equipment.
 - (3) Incompatibility between the sending and receiving equipment.
 - (4) Delay in transmission or receipt of bid.
 - (5) Failure of the bidder to properly identify the bid.
 - (6) Illegibility of bid.
 - (7) Security of bid data.

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/agency/billing-and-payment>.

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Jacket No: _____

Bid Price \$ _____ **Additional Rate** _____ **Per E/C/M** _____

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 bid, 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

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

_____	_____
(Company Name)	(GPO Contractor's Code)

(Street Address, City State and Zip Code)	
_____	_____
(Printed Name and Title)	(Telephone Number)
_____	_____
(Signature)	(Date)
_____	_____
(E-Mail)	(Facsimile Number)

COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID



THIS SECTION FOR GPO USE ONLY

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

