

Program No 0144-S Term 10/01/16 To 09/30/17										
TITLE: America the Beautiful - The National Parks and Federal Recreational Land Pass										
			Allegheny Plastics/Prt'd Products		Plastic Graphic		Taylor Travel Tags		<b>Current Contractor</b>	
			Cranberry Twp., PA		Wauconda, IL		Inver Grove Heights, MN		<b>Allegheny Plastic Inc.</b>	
		Basis of								
ITEM NO.	DESCRIPTION	Award	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I.	PRINTING AND BINDING:									
A	Per Pass									
1	Makeready and/or Setup	6	\$ 200.00	1,200.00	NC	-	\$ 50.00	300.00	\$ 550.00	3,300.00
2	Running Per 1,000 Copies	1,970	\$ 96.50	190,105.00	\$ 95.00	187,150.00	\$ 115.00	226,550.00	\$ 115.50	227,535.00
B	Printing/applying label.....per pass									
1	Makeready and/or Setup	2	NC	-	NC	-	\$ 50.00	100.00	\$ 250.00	500.00
2	Running Per 1,000 Copies	950	NC	-	\$ 45.00	42,750.00	\$ 31.00	29,450.00	\$ 35.50	33,725.00
	<b>CONTRACTOR TOTALS</b>			<b>\$191,305.00</b>		<b>\$229,900.00</b>		<b>\$256,400.00</b>		<b>\$265,060.00</b>
	<b>DISCOUNT</b>		0.00%	<b>\$0.00</b>	0.00%	<b>\$0.00</b>	0.00%	<b>\$0.00</b>	0%	<b>\$0.00</b>
	<b>DISCOUNTED TOTALS</b>			<b>\$191,305.00</b>		<b>\$229,900.00</b>		<b>\$256,400.00</b>		<b>\$265,060.00</b>

U.S. GOVERNMENT PRINTING OFFICE

Washington, DC

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

*America the Beautiful – The National Parks and Federal Recreational Land Pass*

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

Department of the Interior  
**National Park Service**

Single Award

**TERM OF CONTRACT:** The term of this contract is for the period beginning October 1, 2016 and ending September 30, 2017, plus up to four (4) optional 12-month extension periods that may be added in accordance with the “**OPTION TO EXTEND THE TERM OF THE CONTRACT**” clause in **SECTION 1** of this contract.

**BID OPENING:** Bids shall be publicly opened at 11:00 a.m., prevailing Washington, DC, time, on September 28, 2016.

**BID SUBMISSION:** Submit bid in pre-addressed envelope furnished with solicitation or send to: U.S. Government Publishing Office, Bid Section, Room C-848, Stop: CSPS, 732 North Capitol Street, NW, Washington, DC 20401. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Bid Section, Fax No. (202) 512-1782. The program 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 June 2001. Hand delivered bids are to be taken to: GPO Bookstore, 710 North Capitol Street, NW, Washington, DC, between the hours of 8:00 a.m. and 4:00 p.m., prevailing Washington, DC, time, Monday through Friday. The contractor is to follow the instructions in the Bid Submission/Opening area. If further instruction or assistance is required, call (202) 512-0526.

**BIDDERS, PLEASE NOTE:** This contract is for the production of the passes only. UV fluorescent ink, microprint, and stamping a hologram have been added to the contract.

Abstracts of contract prices are available at <https://www.gpo.gov/gpo/abstracts/abstract.action?region=DC>

For information of a technical nature call Kevin Hodges (202) 512-0310 (No collect calls) or via e-mail [khodges@gpo.gov](mailto:khodges@gpo.gov).

## SECTION 1. - 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 Pub. 310.2, effective December 1, 1987, Rev. 6/01)

**GPO Contract Terms (GPO Publication 310.2)** – <http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf>.

**GPO QATAP (GPO Publication 310.1)** – <http://www.gpo.gov/pdfs/vendors/sfas/qatap.pdf>

**DISPUTES:** GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at [www.gpo.gov/pdfs/vendors/contractdisputes.pdf](http://www.gpo.gov/pdfs/vendors/contractdisputes.pdf). This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

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

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

- P-7. OK Proofs, Electronic Media
- P-8. OK Proofs, Electronic media.
- P-10. OK Proofs, Electronic Media.

**OPTION TO EXTEND THE TERM OF THE CONTRACT:** The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed five (5) years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the “**EXTENSION OF CONTRACT TERM**” clause. See also “**ECONOMIC PRICE ADJUSTMENT**” for authorized pricing adjustment(s).

**EXTENSION OF CONTRACT TERM:** At the request of the Government, the term of any contract resulting from this solicitation may be extended for such period of time as may be mutually agreeable to the GPO and the contractor.

**ECONOMIC PRICE ADJUSTMENT:** The pricing under this contract shall be adjusted in accordance with this clause, provided that in no event will any pricing adjustment be made that would exceed the maximum permissible under any law in effect at the time of the adjustment. There will be no adjustment for orders placed during the first period specified below. Pricing will thereafter be eligible for adjustment during the second and any succeeding performance period(s). For each performance period after the first, a percentage figure will be calculated as described below and that figure will be the economic price adjustment for that entire next period. Pricing adjustments under this clause are not applicable to reimbursable postage or transportation costs, or to paper, if paper prices are subject to adjustment by separate clause elsewhere in this contract.

For the purpose of this clause, performance under this contract will be divided into successive periods. The first period will extend from the beginning of the contract to September 30, 2017, and the second and any succeeding period(s) will extend for 12 months from the end of the last preceding period, except that the length of the final period may vary. The first day of the second and any succeeding period(s) will be the effective date of the economic price adjustment for that period.

Pricing adjustments in accordance with this clause will be based on changes in the seasonally adjusted “Consumer Price Index For All Urban Consumers - Commodities Less Food” (Index) published monthly in the CPI Detailed Report by the U.S. Department of Labor, Bureau of Labor Statistics.

The economic price adjustment will be the percentage difference between Index averages as specified in this paragraph. An index called the variable index will be calculated by averaging the monthly Indexes from the 12-month interval ending three (3) months prior to the beginning of the period being considered for adjustment. This average is then compared to the average of the monthly Indexes for the 12-month interval ending June 30, 2016, called the base index. The percentage change (plus or minus) of the variable index from the base index will be the economic price adjustment for the period being considered for adjustment.

The Government will notify the contractor by contract modification specifying the percentage increase or decrease to be applied to invoices for orders placed during the period indicated. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs and separately adjusted paper prices. Payment discounts shall be applied after the invoice price is adjusted.

**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.

**POSTAWARD CONFERENCE:** In order to ensure that the contractor fully understands the total requirements of the job as indicated in these specifications, Government representatives will conduct a conference with the contractor’s representatives at the Government Printing Office, Washington, DC, immediately after award.

**ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS:** A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order will be supplemented by an individual print order for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

**ORDERING:** Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from October 1, 2016 through September 30, 2017, plus for such additional period(s) as the contract is extended. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be “issued”, for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

**REQUIREMENTS:** This is a requirements contract for the items and for the period specified herein. Shipment/delivery of items or performance of work shall be made only as authorized by orders issued in accordance with the clause entitled “ORDERING”. The quantities of items specified herein are estimates only, and are not purchased hereby. Except as may be otherwise provided in this contract, if the Government’s requirements for the items set forth herein do not result in orders in the amounts or quantities described as “estimated”, it shall not constitute the basis for an equitable price adjustment under this contract.

Except as otherwise provided in this contract, the Government shall order from the contractor all the items set forth which are required to be purchased by the Government activity identified on page 1.

The Government shall not be required to purchase from the contractor, requirements in excess of the limit on total orders under this contract, if any.

Orders issued during the effective period of this contract and not completed within that time shall be completed by the contractor within the time specified in the order, and the rights and obligations of the contractor and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract.

If shipment/delivery of any quantity of an item covered by the contract is required by reason of urgency prior to the earliest date that shipment/delivery may be specified under this contract, and if the contractor will not accept an order providing for the accelerated shipment/delivery, the Government may procure this requirement from another source.

The Government may issue orders which provide for shipment/delivery to or performance at multiple destinations.

Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the “**ORDERING**” clause of this contract.

**SECTION 2. - SPECIFICATIONS**

**SCOPE:** These specifications cover the production of park passes requiring such operations as electronic prepress, printing (including four-color process and UV fluorescent ink), stamping, laminating, bar coding, packing, and distribution.

**TITLE:** America the Beautiful – The National Parks and Federal Recreational Land Pass

**FREQUENCY OF ORDERS:** Approximately 1 to 12 orders per year

**QUANTITY/PAGES/TRIM SIZE:**

**NOTE:** Any combinations of the various products below may be ordered on the same print order with the same schedule. Multiple orders may be placed throughout the contract year for the same products. The yearly total quantity of all orders combined for each product is expected to be within the estimated quantity range given for that product as listed below.

<u>PRODUCT</u>	<u>QUANTITIES (approx.)</u>	<u>PAGES</u>	<u>TRIM SIZE</u>
<b>Passes:</b>			
Senior Lifetime --	400,000 to 600,000	Face and Back	3-3/8 x 2-18"
Access Lifetime --	50,000 to 100,000	Face and Back	3-3/8 x 2-1/8"
Annual --	400,000 to 550,000	Face and Back	3-3/8 x 2-1/8"
Volunteer --	5,000 to 20,000	Face and Back	3-3/8 x 2-1/8"

**NOTE:** During the term of this contract the Government may develop approximately one (1) to three (3) new passes with the same requirements as the four (4) workloads described by these specifications. All terms and conditions in this specification will apply to these future workloads (passes).

**GOVERNMENT TO FURNISH:**

**Electronic Media will be furnished as follows:**

**Platform:** Macintosh System 10, or any future Windows platform software, as it becomes available.

**Storage Media:** CD-ROM, DVD-R/RW

**Software:** Adobe InDesign, Photoshop, Illustrator, or Adobe Acrobat Professional

Files using Adobe software will be created in current versions or near current versions of the above mentioned programs.

**Note:** All platform system and software upgrades (for specified applications) which may occur during the term of the contract must be supported by the contractor. The contractor must provide the upgrades within one (1) month of notification by the Government.

**Fonts:** All screen and printer fonts will be furnished.

The contractor is cautioned that furnished fonts are the property of the Government and/or its contractors and may be used only for the purpose of producing material under this contract. Any use other than the contract is in violation of copyright laws. All fonts are to be eliminated from the contractor’s archive immediately after completion of the contract.

**Additional Information:**

A visual of the furnished electronic files will be provided. Files will be furnished in native application and/or PDF format

CMYK will be used for color identification.

Files provide for bleeds. All illustrations are provided in the electronic files  
GPO Form 952 (Desktop Publishing - Disk Information) will be furnished.

One Reproduction Proof Form 905 (R. 6/03), with Labeling and Marking specifications.

Blue Labels and Selection Certificates for shipping Departmental Random Copies.

U.S. Government Printing Office Form 712, "Certificate of Conformance".

GPO Form 892 (Proof Label).

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 product(s) in accordance with these specifications.

**ELECTRONIC PREPRESS:** Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the ordering agency, Brooke Linford on (202) 513-7139 and the GPO representative, Kevin Hodges (202) 512-0310 if the schedule is affected.

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.

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.

Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

**PROOFS: (one proof for each product will be required on each print order).**

One set of digital color content proofs for the entire product. At contractor's option, a film-based composite blueline may be submitted. 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.

**And**

One set of digital one-piece composite laminated color proofs on the actual production stock (Kodak Approval, Screen TrueRite, Polaroid PolaProof, Latran Prediction, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi for the entire product. At contractor's option, a film-based composite laminated color proof on the actual production stock may be submitted. Proofs must show dot structure and be in press configuration.

**Or, Contractor's Option:**

In lieu of digital one-piece laminated proofs, at contractor's option one set of inkjet proofs that are G7 profiled and use pigment-based inks. A proofing RIP that provides option for high quality color matching such as Device Links

Technology and/or ICC Profiles Technology, and meet or exceed industry tolerance to ISO 12647-2 standard for Graphic Technology (as of 3/19/09 and future amendments) must be utilized. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain one of the following color control strips to be evaluated for accuracy: IDEAlliance ISO 12647-7 (2007 or later) Wedge or P2P25 Target.

Proofs must contain color control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars (such as Brunner, GATF, GRETAG, or RIT) 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 and indicate margins. Proofs will be used for color match on press.

The UV fluorescent ink must be shown as an overlay.

**Occasionally a PDF proof may be ordered.**

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 "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. 11" dated February 1999.

White Rigid Vinyl, approximately 0.03" thick. Recycled content is encouraged but not required.

White High-Gloss Label Paper, Basis Size 25 x 38" Basis Weight 60-80

Government Paper Specification Standards No. 11 - <http://www.gpo.gov/vendors/vol11.htm>

**PRINTING:**

*Passes* – Print face of pass in four-color process plus one UV fluorescent ink. Face consists of photo, logo type matter, partial solids, reverse outs and screen tints, and microprint. Print back of pass in black ink only. Back consists of type matter, bar code and magnetic strip. Back of pass to contain one or two signature lines/panels (1-7/8 x 3/8"), as specified below: Note: The signature panels must accept ink.

Senior Lifetime Pass—one (1) signature line/panel  
Access Lifetime Pass—one (1) signature line/panel  
Annual Pass—two (2) signature line/panel  
Volunteer Pass—two (2) signature line/panel

Small batches (5,000) of passes may also be ordered without the signature panels.

When requested on the print order; contractor will print and apply an ultra removable type adhesive sticker/label to the front of the Pass. The sticker/label will be either white or yellow with black print. Print will be type and/or images and stickers/labels will be approximately 3-1/8 x 3/4".

Thermal print each lot of cards using consecutive numbering in black or white; numbering will be on face of card. (Numbering may be reversed out to white depending on the background).

Each pass in a set must be individually sequentially numbered (exact number sequence will be provided after award).

Numbering examples:

**Senior Lifetime Pass-**

Front of Pass: Beginning numbering with 122000001.

Back of Pass (contains bar code): Begin numbering with 122000001 (no hyphen on bar code; 9 digits total).

**Access Lifetime Pass-**

Front of Pass: Beginning numbering with 123000001.

Back of Pass (contains bar code): Begin numbering with 123000001 (no hyphen on bar code; 9 digits total).

**Annual Pass-**

Front of Pass: Beginning numbering with 131000001.

Back of Pass (contains bar code): Begin numbering with 131000001 (no hyphen on bar code; 9 digits total).

**Volunteer Pass-**

Front of Pass: Beginning numbering with 124000001.

Back of Pass (contains bar code): Begin numbering with 124000001 (no hyphen on bar code; 9 digits total).

No duplicate or missing numbers. Continue consecutive numbering for successive lots. **Note:** (For each option year exercised, the numbering will always begin with the last two digits of the calendar year for which the passes are to be produced).

Encode one 2-track high coercivity magnetic strip on back. Encode one barcode on back, Track 2 is encoded with the entire serial number matching serial number from the front of the card.

**PRESS SHEET INSPECTION:** Call (202) 512-1162, between the hours of 8:00 a.m. and 2:00 p.m., prevailing eastern time, with 3 workdays notice. Press sheets will be inspected at the contractor's plant for quality conformance. 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 one color bar for each color place parallel to the press's 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 (GATF, BRUNNER, or GRETAG); and gray balance patches for process color, repeated across the entire press sheet. The density must be constant across the full width of the sheet with deviations not to exceed plus or minus 5%. For viewing of the press sheets, the contractor must provide a densitometer and controlled lighting using overhead viewing lights with 5000 degree Kelvin lamination.

**NOTE: Must be printed on a press capable of printing four colors in a single pass through the press (minimum four printing units).**

The contractor must have equipment to view the UV fluorescent ink at the press sheet inspection.

**STAMPING:** The face of the pass is to be hot stamped with a hologram.

**MARGINS:** Margins will be as indicated on the electronic order request or furnished copy.

**BINDING:**

Trim four sides. An occasional order may require a die cut slot for a lanyard.

After printing, laminate the entire surface of each card (face and back) with Mylar for a total thickness (after laminating) of 0.034".

Lamination shall trim flush. All corners must be rounded.

**PACKING:**

**NOTE: Passes must be fulfilled from inventory in consecutive order.**

Pack cards for each park in groups of 50 (or less if less than 50 passes are ordered). Pack sequentially so the card with the lowest serial number is first in the pack and the highest serial number is last in the pack.

Pack groups of 50 appropriately in shipping containers, not to exceed 35 lbs.

Shipping containers must be of sufficient strength as to insure against damage to the product during shipment and that the package will not open or split during shipment.

**LABELING AND MARKING:** Reproduce shipping container label from furnished repro, fill in appropriate blanks, and attach to shipping containers.

**QUALITY ASSURANCE RANDOM COPIES:** The contractor may be required to submit quality assurance random copies to test for compliance against the specifications. The print order will indicate the number required, if any. When ordered, the contractor must divide the entire order into equal sublots and select a copy from a different general area of each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. 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.

Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A copy of the print order must be included.

A U.S. Postal Service approved Certificate of Mailing, identified by Program, Jacket and Print Order numbers, must be furnished with billing as evidence of mailing.

**DISTRIBUTION:** Deliver f.o.b. destination to USGS Receiving, Denver Federal Center, Building 810, Door E-11, Attn: Karen Fritts, DFC Denver, Denver CO 80225, 303-202-4660.

**NOTE:** Passes will be shipped to another contractor's facility for packaging and fulfillment. Contractor will be notified of that address immediately upon award of the contract for the packaging and fulfillment.

Shipments are to be made by reimbursable small package carrier. All shipments must be made by traceable means. A signed receipt is required.

**NOTE: ORIGINAL SMALL PACKAGE CARRIER MUST SHIP DIRECTLY TO THE FINAL DESTINATION.**

The contractor will be reimbursed for all shipping costs by submitting the shipping receipts with the invoice for billing.

Upon completion of each order, a copy of all shipping receipts must be faxed to the Program Manager, Brandon Flint, at 202-371-6623.

Upon completion of the contract, all remaining inventory must be transferred to the succeeding contractor within 10 workdays upon notification by the Contracting Officer.

Upon completion of the contract, all furnished material, including electronic media, must be returned to the Department of Interior, Attn: Brooke Linford, 1201 Eye St NW, Washington, DC 20005.

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

**PAYMENTS ON PURCHASE ORDER:** Processing vouchers for payment, FAX the completed invoice to us by utilizing the GPO barcode coversheet program application. Click on the following hyperlink and follow the instructions as indicated:

<http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>

Facsimile transmission should only be used when no samples are required with your invoice, otherwise payment will be held up while the invoice is returned to you for the required sample(s).

ALL voucher packages and envelopes MUST be mailed to: COMPTROLLER-FMCE, Office of Financial Management, U.S. Government Printing Office, Washington, DC 20401

**Note: Do not mail your invoice to any other GPO Procurement Office as this will delay payment.**

**NOTE: One copy of contractor's billing voucher for each Print Order showing each item for payment identified by item number, item description, quantity, and cost must be sent to: Department of Interior, Attn: Brooke Linford 1201 Eye St NW, Washington, DC 20005.**

**SCHEDULE:** Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of an individual print order (GPO Form 2511) or Electronic Confirmation for each electronic order.

Furnished material and proofs must be picked up from and delivered to the Department of Interior, Attn: Brooke Linford, 1201 Eye St NW, Washington, DC 20005.

Furnished electronic media must be returned with proofs.

No definite schedule for placement of orders can be predetermined at this time.

***Schedule –***

The following schedule begins the workday after notification of the availability of print order and furnished material; the workday after notification will be the first workday of the schedule.

If proofs are ordered, contractor must complete production and distribution within 28 workdays after notification of availability of print order and furnished materials. Proofs will be withheld three (3) workdays from their receipt at the Department until they are made available for pickup. (Note: The first workday after receipt of proofs at the Department is day one of the hold time.)

If proofs are not ordered, contractor must complete production and distribution within 20 workdays after notification of availability of print order and furnished materials.

The contractor must notify the U.S. 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 three (3) workdays prior to the inspection. Notify the U.S. Government Printing Office, Quality Assurance Division, Washington, DC 20401 at (202) 512-1162. Telephone calls will only be accepted between the hours of 8:00 a.m. and 2:00 p.m., 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. 6-01)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

**NOTE:** The ship/deliver date indicated on the print order is the date products ordered for delivery; F.O.B. Destination must be received at the destination (s) specified.

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.

Upon completion of each order, the contractor is to notify the U.S. Government Printing Office of the date of shipment (or delivery, if applicable). Call (202) 512-0520; callers outside the Washington, DC area may call toll free 1-800-424-9470 or 9471.

**SECTION 3. - DETERMINATION OF AWARD**

The Government will determine the lowest bid by applying the prices offered in the “SCHEDULE OF PRICES” to the following units of production which are the estimated requirements to produce one (1) year’s production under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered for a like period of time.

The following item designations correspond to those listed in the “SCHEDULE OF PRICES”.

	(1)	(2)
I. (a)	6	1,970
(b)	2	950

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**SECTION 4. - SCHEDULE OF PRICES**

Bids offered are f.o.b. destination.

Prices must include the cost of all required materials and operations for each item listed in accordance with these specifications.

Bidder must make an entry in each of the spaces provided. Bids submitted with any obliteration, revision, or alteration of the order and manner of submitting bids may be declared nonresponsive.

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government.

Bids submitted with NB (No Bid) or blank spaces for an item may be declared nonresponsive.

The Contracting Officer reserves the right to reject any offer that contains prices for individual items of production (whether or not such items are included in the **DETERMINATION OF AWARD**) that are inconsistent or unrealistic in regard to other prices in the same offer or to GPO prices for the same operation if such action would be in the best interest of the Government.

All invoices submitted to the GPO shall be based on the most economical method of production.

Fractional parts of 1,000 will be prorated at the per-1,000 rate.

**I. PRINTING, BINDING, PACKING, AND DISTRIBUTION:** Prices offered shall include the cost of all required materials and operations (including proofs and stock) necessary for the complete production and distribution of the passes listed in accordance with these specifications.

	<u>Makeready and/or Setup</u> (1)	<u>Running Per 1,000 Copies</u> (2)
(a) Per Pass.....	\$ _____	\$ _____
(b) Printing/applying label .....per pass .....	\$ _____	\$ _____

**INSTRUCTIONS FOR BID SUBMISSION:** Fill out “SECTION 4. – SCHEDULE OF PRICES,” initialing or signing each page in the space(s) provided. Submit two copies (original and one exact duplicate) of the “SCHEDULE OF PRICES” with two copies of the GPO Form 910 “BID” form. Do not enter bid prices on GPO Form 910; prices entered in the “SCHEDULE OF PRICES” will prevail.

Bidder \_\_\_\_\_

\_\_\_\_\_  
(City - State)

By \_\_\_\_\_  
(Signature and title of person authorized to sign this bid)

\_\_\_\_\_  
(Person to be contacted)

\_\_\_\_\_  
(Telephone Number)

\_\_\_\_\_  
(Initials)