

PROGRAM 1404S			March 1, 2013 thru February 28, 2014 (4 Opt. Yrs.)											
Category 1			Desert Paper & Env. Albuquerque, NM		Printing Resources Cleveland, OH		The Print House Brooklyn, NY		Nocona Envelope Nocona, TX		WBC dba Lithexcel Albuquerque, NM		GPO Estimate	
ITEM	BASIS OF	AWARD	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
NUMBER	ITEM DESCRIPTION													
I. COMPLETE PRODUCT **Per 1,000 envelopes**														
1.	Regular, White Writing, 20# to 24#													
(a)	3-5/8 x 6-1/2, #6-3/4	1	27.74	27.74	39.50	39.50	38.50	38.50	30.00	30.00	69.00	69.00	28.00	28.00
(b)	3-7/8 x 8-7/8, #9	4	32.62	130.48	39.50	158.00	33.00	132.00	30.00	120.00	49.00	196.00	25.00	100.00
(c)	4-1/8 x 9-1/2, #10	515	33.97	17,494.55	39.50	20,342.50	31.75	16,351.25	29.00	14,935.00	49.00	25,235.00	27.00	13,905.00
(d)	4-1/2 x10-3/8, #11	9	41.00	369.00	49.50	445.50	52.50	472.50	50.00	450.00	79.00	711.00	50.00	450.00
2.	Window, Glassine, White Writing, 20# to 24#													
(a)	3-7/8 x 8-7/8, #9	1	33.99	33.99	49.50	49.50	45.00	45.00	45.00	45.00	55.00	55.00	28.00	28.00
(b)	4-1/8 x 9-1/2, #10	294	36.36	10,689.84	49.50	14,553.00	33.75	9,922.50	30.00	8,820.00	55.00	16,170.00	28.00	8,232.00
(c)	4-1/2 x10-3/8, #11	24	42.37	1,016.88	59.50	1,428.00	55.00	1,320.00	52.00	1,248.00	89.00	2,136.00	60.00	1,440.00
3.	Regular, White Writing, 20# to 24#, Security Tint													
(a)	3-7/8 x 8-7/8, #9	1	34.72	34.72	49.50	49.50	35.00	35.00	40.00	40.00	55.00	55.00	39.00	39.00
(b)	4-1/8 x 9-1/2, #10	1	36.90	36.90	49.50	49.50	35.00	35.00	40.00	40.00	55.00	55.00	39.00	39.00
(c)	4-1/2 x10-3/8, #11	1	43.11	43.11	69.50	69.50	55.00	55.00	55.00	55.00	89.00	89.00	48.00	48.00
4.	Window, Glassine, White Writing, 20# to 24#, Security Tint													
(a)	3-7/8 x 8-7/8, #9	1	37.65	37.65	59.50	59.50	50.00	50.00	45.00	45.00	61.00	61.00	48.00	48.00
(b)	4-1/8 x 9-1/2, #10	21	38.46	807.66	59.50	1,249.50	35.00	735.00	31.00	651.00	61.00	1,281.00	28.00	588.00
(c)	4-1/2 x10-3/8, #11	1	44.47	44.47	79.50	79.50	75.00	75.00	60.00	60.00	99.00	99.00	55.00	55.00
5.	Regular, White Kraft, 24# to 28#, open side													
(a)	6-1/2 x 9-1/2	1	101.83	101.83	69.50	69.50	85.00	85.00	50.00	50.00	69.00	69.00	50.00	50.00
(b)	9 x 12	1	96.09	96.09	99.50	99.50	85.00	85.00	75.00	75.00	98.00	98.00	75.00	75.00
(c)	9-1/2 x 12	1	126.79	126.79	109.50	109.50	95.00	95.00	80.00	80.00	98.00	98.00	78.00	78.00
(d)	9-1/2 x 12-1/2	1	126.79	126.79	115.50	115.50	95.00	95.00	90.00	90.00	98.00	98.00	80.00	80.00
(e)	10 x 13	1	128.97	128.97	119.50	119.50	95.00	95.00	95.00	95.00	128.00	128.00	90.00	90.00
6.	Regular, White Kraft, 24# to 28#, open end													
(a)	6-1/2 x 9-1/2	1	78.82	78.82	72.50	72.50	90.00	90.00	50.00	50.00	69.00	69.00	49.00	49.00
(b)	9 x 12	1	104.09	104.09	102.50	102.50	90.00	90.00	75.00	75.00	98.00	98.00	68.00	68.00
(c)	9-1/2 x 12	1	128.22	128.22	129.00	129.00	120.00	120.00	80.00	80.00	98.00	98.00	71.00	71.00
(d)	9-1/2 x 12-1/2	1	128.22	128.22	118.50	118.50	100.00	100.00	80.00	80.00	98.00	98.00	75.00	75.00
(e)	10 x 13	1	131.59	131.59	122.50	122.50	100.00	100.00	95.00	95.00	128.00	128.00	81.00	81.00
7.	Regular, White Kraft, 32# to 40#, open side													
(a)	9 x 12	1	176.13	176.13	125.00	125.00	95.00	95.00	75.00	75.00	109.00	109.00	79.00	79.00
(b)	9-1/2 x 12	1	157.90	157.90	135.00	135.00	105.00	105.00	85.00	85.00	109.00	109.00	82.00	82.00
(c)	9-1/2 x 12-1/2	1	157.90	157.90	145.00	145.00	105.00	105.00	85.00	85.00	119.00	119.00	85.00	85.00
(d)	10 x 13	1	236.06	236.06	155.00	155.00	105.00	105.00	95.00	95.00	149.00	149.00	95.00	95.00
8.	Regular, White Kraft, 32# to 40#, open end													
(a)	9 x 12	1	167.77	167.77	130.00	130.00	100.00	100.00	80.00	80.00	109.00	109.00	72.00	72.00
(b)	9-1/2 x 12	1	149.63	149.63	140.00	140.00	130.00	130.00	85.00	85.00	109.00	109.00	75.00	75.00
(c)	9-1/2 x 12-1/2	1	149.63	149.63	150.00	150.00	110.00	110.00	85.00	85.00	119.00	119.00	79.00	79.00
(d)	10 x 13	1	198.44	198.44	160.00	160.00	110.00	110.00	95.00	95.00	149.00	149.00	86.00	86.00
9.	Window, Glassine, White Kraft, 24# to 28#, open side													
(a)	6 x 9-1/2	1	104.00	104.00	185.00	185.00	180.00	180.00	70.00	70.00	99.00	99.00	102.00	102.00
(b)	9-1/2 x 12	1	166.39	166.39	285.00	285.00	200.00	200.00	120.00	120.00	129.00	129.00	123.00	123.00
10.	Window, Glassine, White Kraft, 24# to 28#, open end													
(a)	6 x 9-1/2	1	136.84	136.84	185.00	185.00	180.00	180.00	80.00	80.00	99.00	99.00	59.00	59.00
(b)	9-1/2 x 12	1	180.36	180.36	285.00	285.00	200.00	200.00	120.00	120.00	129.00	129.00	136.00	136.00
11.	Light Brown Kraft, 24# to 28#, open side													
(a)	3-9/16 x 7-7/8, (check)	1	41.80	41.80	59.00	59.00	75.00	75.00	50.00	50.00	69.00	69.00	50.00	50.00
(b)	3-7/8 x 8-7/8, #9	1	45.32	45.32	55.00	55.00	40.00	40.00	50.00	50.00	69.00	69.00	45.00	45.00
(c)	4-1/8 x 9-1/2, #10	1	47.12	47.12	55.00	55.00	37.50	37.50	55.00	55.00	69.00	69.00	35.00	35.00
(d)	4-1/2 x10-3/8, #11	1	74.49	74.49	65.00	65.00	60.00	60.00	58.00	58.00	89.00	89.00	50.00	50.00
(e)	6 x 9-1/2	1	91.13	91.13	70.00	70.00	60.00	60.00	60.00	60.00	99.00	99.00	54.00	54.00
(f)	6-1/2 x 9-1/2	63	79.08	4,982.04	70.00	4,410.00	55.00	3,465.00	55.00	3,465.00	99.00	6,237.00	56.00	3,528.00
(g)	7-1/2 x 10-1/2	9	95.67	861.03	95.00	855.00	65.00	585.00	80.00	720.00	89.00	801.00	70.00	630.00
(h)	9 x 12	27	101.51	2,740.77	95.00	2,565.00	80.00	2,160.00	85.00	2,295.00	99.00	2,673.00	75.00	2,025.00
(i)	9-1/2 x 12	14	101.51	1,421.14	115.00	1,610.00	90.00	1,260.00	80.00	1,120.00	99.00	1,386.00	75.00	1,050.00
(j)	9-1/2 x12-1/2	75	111.42	8,356.50	115.00	8,625.00	85.00	6,375.00	80.00	6,000.00	99.00	7,425.00	78.00	5,850.00
12.	Light Brown Kraft, 32# to 40#, open side													
(a)	7-1/2 x 10-1/2	1	96.00	96.00	140.00	140.00	75.00	75.00	85.00	85.00	99.00	99.00	75.00	75.00
(b)	9 x 12	36	101.51	3,654.36	160.00	5,760.00	90.00	3,240.00	90.00	3,240.00	128.00	4,608.00	85.00	3,060.00
(c)	9-1/2 x 12	57	101.51	5,786.07	175.00	9,975.00	90.00	5,130.00	85.00	4,845.00	139.00	7,923.00	85.00	4,845.00
(d)	9-1/2 x12-1/2	33	100.76	3,325.08	175.00	5,775.00	95.00	3,135.00	85.00	2,805.00	139.00	4,587.00	95.00	3,135.00
(e)	10 x 13	30	124.33	3,729.90	185.00	5,550.00	95.00	2,850.00	90.00	2,700.00	188.00	5,640.00	105.00	3,150.00
(f)	10 x 15	42	131.68	5,530.56	235.00	9,870.00	110.00	4,620.00	115.00	4,830.00	239.00	10,038.00	115.00	4,830.00
(g)	11 x 13	39	142.74	5,566.86	345.00	13,455.00	110.00	4,290.00	109.00	4,251.00	248.00	9,672.00	145.00	5,655.00
(h)	12 x 16	1	252.89	252.89	565.00	565.00	180.00	180.00	198.00	198.00	316.00	316.00	180.00	180.00
13.	Light Brown Kraft, 32# to 40#, open end													
(a)	7-1/2 x 10-1/2	1	109.75	109.75	145.00	145.00	75.00	75.00	70.00	70.00	99.00	99.00	85.00	85.00
(b)	9 x 12	1	128.80	128.80	165.00	165.00	80.00	80.00	75.00	75.00	128.00	128.00	75.00	75.00
(c)	9-1/2 x 12	1	132.73	132.73	180.00	180.00	120.00	120.00	75.00	75.00	139.00	139.00	89.00	89.00
(d)	9-1/2 x12-1/2	1	132.73	132.73	180.00	180.00	90.00	90.00	75.00	75.00	139.00	139.00	80.00	80.00
(e)	10 x 13	1	132.73	132.73	190.00	190.00	90.00	90.00	80.00	80.00	188.00	188.00	95.00	95.00
(f)	10 x 15	1	149.22	149.22	240.00	240.00	130.00	130.00	90.00	90.00	239.00	239.00	120.00	120.00
(g)	11 x 13	1	155.88	155.88	350.00	350.								

PROGRAM 1404S			March 1, 2013 thru February 28, 2014 (4 Opt. Yrs.)											
Category 2			Desert Paper & Env.		Printing Resources		The Print House		Nocona Envelope		WBC dba Lithexcel		GPO	
5,001 thru 10,000			Albuquerque, NM		Cleveland, OH		Brooklyn, NY		Nocona, TX		Albuquerque, NM		Estimate	
ITEM	BASIS	OF	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
NUMBER	AWARD	ITEM DESCRIPTION	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I. COMPLETE PRODUCT **Per 1,000 envelopes**														
1.		Regular, White Writing, 20# to 24#												
(a)	1	3-5/8 x 6-1/2, #6-3/4	25.65	25.65	30.00	30.00	31.00	31.00	29.00	29.00	59.00	59.00	27.00	27.00
(b)	1	3-7/8 x 8-7/8, #9	31.79	31.79	30.00	30.00	28.50	28.50	29.00	29.00	39.00	39.00	26.00	26.00
(c)	111	4-1/8 x 9-1/2, #10	31.44	3,489.84	30.00	3,330.00	28.50	3,163.50	28.00	3,108.00	39.00	4,329.00	25.00	2,775.00
(d)	1	4-1/2 x 10-3/8, #11	38.92	38.92	35.00	35.00	47.50	47.50	48.00	48.00	69.00	69.00	35.00	35.00
2.		Window, Glassine, White Writing, 20# to 24#												
(a)	1	3-7/8 x 8-7/8, #9	34.72	34.72	35.00	35.00	42.50	42.50	43.00	43.00	47.00	47.00	27.00	27.00
(b)	269	4-1/8 x 9-1/2, #10	33.90	9,119.10	35.00	9,415.00	30.50	8,204.50	29.00	7,801.00	47.00	12,643.00	26.00	6,994.00
(c)	1	4-1/2 x 10-3/8, #11	40.27	40.27	45.00	45.00	50.00	50.00	50.00	50.00	79.00	79.00	50.00	50.00
3.		Regular, White Writing, 20# to 24#, Security Tint												
(a)	1	3-7/8 x 8-7/8, #9	33.89	33.89	33.00	33.00	32.50	32.50	39.00	39.00	47.00	47.00	32.00	32.00
(b)	30	4-1/8 x 9-1/2, #10	36.07	1,082.10	33.00	990.00	30.00	900.00	30.00	900.00	47.00	1,410.00	34.00	1,020.00
(c)	1	4-1/2 x 10-3/8, #11	41.02	41.02	45.00	45.00	50.00	50.00	54.00	54.00	79.00	79.00	40.00	40.00
4.		Window, Glassine, White Writing, 20# to 24#, Security Tint												
(a)	1	3-7/8 x 8-7/8, #9	36.82	36.82	38.00	38.00	45.00	45.00	44.00	44.00	55.00	55.00	35.00	35.00
(b)	30	4-1/8 x 9-1/2, #10	35.48	1,064.40	38.00	1,140.00	32.50	975.00	30.00	900.00	55.00	1,650.00	27.00	810.00
(c)	1	4-1/2 x 10-3/8, #11	42.37	42.37	55.00	55.00	62.50	62.50	58.00	58.00	89.00	89.00	45.00	45.00
5.		Regular, White Kraft, 24# to 28#, open side												
(a)	1	6-1/2 x 9-1/2	99.16	99.16	64.50	64.50	60.00	60.00	48.00	48.00	62.00	62.00	50.00	50.00
(b)	1	9 x 12	93.42	93.42	94.50	94.50	70.00	70.00	74.00	74.00	91.00	91.00	75.00	75.00
(c)	1	9-1/2 x 12	123.00	123.00	104.50	104.50	80.00	80.00	78.00	78.00	91.00	91.00	78.00	78.00
(d)	1	9-1/2 x 12-1/2	123.00	123.00	110.50	110.50	80.00	80.00	89.00	89.00	91.00	91.00	80.00	80.00
(e)	1	10 x 13	125.20	125.20	114.50	114.50	80.00	80.00	94.00	94.00	119.00	119.00	90.00	90.00
6.		Regular, White Kraft, 24# to 28#, open end												
(a)	1	6-1/2 x 9-1/2	76.15	76.15	67.50	67.50	80.00	80.00	48.00	48.00	61.00	61.00	42.00	42.00
(b)	1	9 x 12	102.47	102.47	97.50	97.50	80.00	80.00	74.00	74.00	92.00	92.00	56.00	56.00
(c)	1	9-1/2 x 12	124.46	124.46	107.50	107.50	90.00	90.00	79.00	79.00	92.00	92.00	59.00	59.00
(d)	1	9-1/2 x 12-1/2	124.46	124.46	113.50	113.50	85.00	85.00	79.00	79.00	92.00	92.00	62.00	62.00
(e)	1	10 x 13	127.51	127.51	117.50	117.50	90.00	90.00	94.00	94.00	119.00	119.00	67.00	67.00
7.		Regular, White Kraft, 32# to 40#, open side												
(a)	1	9 x 12	152.42	152.42	120.00	120.00	80.00	80.00	74.00	74.00	101.00	101.00	79.00	79.00
(b)	1	9-1/2 x 12	131.93	131.93	130.00	130.00	90.00	90.00	84.00	84.00	101.00	101.00	82.00	82.00
(c)	1	9-1/2 x 12-1/2	131.93	131.93	140.00	140.00	90.00	90.00	84.00	84.00	109.80	109.80	85.00	85.00
(d)	1	10 x 13	211.22	211.22	150.00	150.00	90.00	90.00	94.00	94.00	141.00	141.00	95.00	95.00
8.		Regular, White Kraft, 32# to 40#, open end												
(a)	1	9 x 12	163.99	163.99	123.00	123.00	90.00	90.00	79.00	79.00	101.00	101.00	59.00	59.00
(b)	1	9-1/2 x 12	126.54	126.54	133.00	133.00	100.00	100.00	84.00	84.00	101.00	101.00	62.00	62.00
(c)	1	9-1/2 x 12-1/2	126.54	126.54	143.00	143.00	95.00	95.00	84.00	84.00	109.80	109.80	65.00	65.00
(d)	1	10 x 13	194.72	194.72	153.00	153.00	100.00	100.00	94.00	94.00	141.00	141.00	71.00	71.00
9.		Window, Glassine, White Kraft, 24# to 28#, open side												
(a)	1	6 x 9-1/2	88.67	88.67	175.00	175.00	145.00	145.00	68.00	68.00	91.00	91.00	69.00	69.00
(b)	1	9-1/2 x 12	139.22	139.22	275.00	275.00	175.00	175.00	118.00	118.00	121.00	121.00	99.00	99.00
10.		Window, Glassine, White Kraft, 24# to 28#, open end												
(a)	1	6 x 9-1/2	110.61	110.61	175.00	175.00	145.00	145.00	79.00	79.00	91.00	91.00	59.00	59.00
(b)	1	9-1/2 x 12	153.18	153.18	275.00	275.00	175.00	175.00	115.00	115.00	121.00	121.00	110.00	110.00
11.		Light Brown Kraft, 24# to 28#, open side												
(a)	1	3-9/16 x 7-7/8, (check)	33.61	33.61	54.00	54.00	65.00	65.00	48.00	48.00	62.00	62.00	42.00	42.00
(b)	1	3-7/8 x 8-7/8, #9	40.69	40.69	50.00	50.00	37.50	37.50	48.00	48.00	62.00	62.00	36.00	36.00
(c)	1	4-1/8 x 9-1/2, #10	42.49	42.49	50.00	50.00	35.00	35.00	54.00	54.00	62.00	62.00	36.00	36.00
(d)	1	4-1/2 x 10-3/8, #11	64.58	64.58	60.00	60.00	55.00	55.00	56.00	56.00	83.00	83.00	40.00	40.00
(e)	1	6 x 9-1/2	79.79	79.79	65.00	65.00	55.00	55.00	54.00	54.00	91.00	91.00	41.00	41.00
(f)	1	6-1/2 x 9-1/2	75.36	75.36	65.00	65.00	50.00	50.00	54.00	54.00	91.00	91.00	41.00	41.00
(g)	1	7-1/2 x 10-1/2	80.99	80.99	90.00	90.00	60.00	60.00	80.00	80.00	83.00	83.00	68.00	68.00
(h)	1	9 x 12	98.81	98.81	90.00	90.00	75.00	75.00	82.00	82.00	91.00	91.00	68.00	68.00
(i)	11	9-1/2 x 12	98.81	1,086.91	110.00	1,210.00	75.00	825.00	78.00	858.00	91.00	1,001.00	70.00	770.00
(j)	1	9-1/2 x 12-1/2	110.00	110.00	110.00	110.00	80.00	80.00	78.00	78.00	91.00	91.00	70.00	70.00
12.		Light Brown Kraft, 32# to 40#, open side												
(a)	1	7-1/2 x 10-1/2	81.33	81.33	135.00	135.00	70.00	70.00	84.00	84.00	91.00	91.00	70.00	70.00
(b)	1	9 x 12	100.00	100.00	155.00	155.00	85.00	85.00	88.00	88.00	121.00	121.00	78.00	78.00
(c)	30	9-1/2 x 12	96.50	2,895.00	170.00	5,100.00	85.00	2,550.00	84.00	2,520.00	130.00	3,900.00	82.00	2,460.00
(d)	1	9-1/2 x 12-1/2	98.00	98.00	170.00	170.00	90.00	90.00	80.00	80.00	130.00	130.00	82.00	82.00
(e)	1	10 x 13	122.59	122.59	175.00	175.00	90.00	90.00	88.00	88.00	178.00	178.00	95.00	95.00
(f)	1	10 x 15	129.52	129.52	225.00	225.00	105.00	105.00	112.00	112.00	229.00	229.00	98.00	98.00
(g)	1	11 x 13	133.61	133.61	335.00	335.00	105.00	105.00	94.00	94.00	238.00	238.00	128.00	128.00
(h)	1	12 x 16	243.44	243.44	555.00	555.00	160.00	160.00	190.00	190.00	298.00	298.00	145.00	145.00
13.		Light Brown Kraft, 32# to 40#, open end												
(a)	1	7-1/2 x 10-1/2	99.89	99.89	138.00	138.00	75.00	75.00	68.00	68.00	91.00	91.00	80.00	80.00
(b)	1	9 x 12	117.99	117.99	158.00	158.00	75.00	75.00	70.00	70.00	121.00	121.00	70.00	70.00
(c)	1	9-1/2 x 12	121.92	121.92	173.00	173.00	105.00	105.00	72.00	72.00	131.00	131.00	77.00	77.00
(d)	1	9-1/2 x 12-1/2	121.92	121.92	173.00	173.00	85.00	85.00	72.00	72.00	178.00	178.00	75.00	75.00
(e)	1	10 x 13	121.92	121.92	193.00	193.00	85.00	85.00	79.00	79.00	181.00	181.00	80.00	80.00
(f)	1	10 x 15	135.28	135.28	243.00	243.00	125.00	125.00	88.00	88.00	231.00	231.00	120.00	120.00
(g)	1	11 x 13	141.57	141.57	353.00	353.00	140.00	140.00	94.00	94.00	240.00	240.00	1	

PROGRAM 1404S			March 1, 2013 thru February 28, 2014 (4 Opt. Yrs.)											
Category 3			Desert Paper & Env.		Printing Resources		The Print House		Nocona Envelope		WBC dba Lithexcel		GPO	
10,001 thru 150,000			Albuquerque, NM		Cleveland, OH		Brooklyn, NY		Nocona, TX		Albuquerque, NM		Estimate	
ITEM	BASIS	OF	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
NUMBER	AWARD	ITEM DESCRIPTION	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I. COMPLETE PRODUCT **Per 1,000 envelopes**														
1.		Regular, White Writing, 20# to 24#												
(a)	1	3-5/8 x 6-1/2, #6-3/4	23.12	23.12	26.00	26.00	23.00	23.00	28.00	28.00	49.00	49.00	24.00	24.00
(b)	239	3-7/8 x 8-7/8, #9	24.10	5,759.90	26.00	6,214.00	23.90	5,712.10	26.00	6,214.00	31.00	7,409.00	24.00	5,736.00
(c)	602	4-1/8 x 9-1/2, #10	25.80	15,531.60	26.00	15,652.00	24.90	14,989.80	26.00	15,652.00	31.00	18,662.00	22.00	13,244.00
(d)	1	4-1/2 x 10-3/8, #11	36.39	36.39	32.00	32.00	42.50	42.50	45.00	45.00	59.00	59.00	30.00	30.00
2.		Window, Glassine, White Writing, 20# to 24#												
(a)	165	3-7/8 x 8-7/8, #9	26.50	4,372.50	29.00	4,785.00	26.00	4,290.00	27.00	4,455.00	39.00	6,435.00	29.00	4,785.00
(b)	6,028	4-1/8 x 9-1/2, #10	28.46	171,556.88	28.00	168,784.00	26.00	156,728.00	25.50	153,714.00	39.00	235,092.00	23.00	138,644.00
(c)	41	4-1/2 x 10-3/8, #11	37.75	1,547.75	38.00	1,558.00	45.00	1,845.00	38.00	1,558.00	64.00	2,624.00	35.00	1,435.00
3.		Regular, White Writing, 20# to 24#, Security Tint												
(a)	45	3-7/8 x 8-7/8, #9	27.21	1,224.45	30.00	1,350.00	26.00	1,170.00	26.00	1,170.00	39.00	1,755.00	30.00	1,350.00
(b)	1	4-1/8 x 9-1/2, #10	28.91	28.91	30.00	30.00	26.00	26.00	32.00	32.00	39.00	39.00	26.00	26.00
(c)	1	4-1/2 x 10-3/8, #11	38.49	38.49	40.00	40.00	47.50	47.50	44.00	44.00	64.00	64.00	35.00	35.00
4.		Window, Glassine, White Writing, 20# to 24#, Security Tint												
(a)	1	3-7/8 x 8-7/8, #9	29.61	29.61	35.00	35.00	30.00	30.00	35.00	35.00	45.00	45.00	38.00	38.00
(b)	471	4-1/8 x 9-1/2, #10	30.00	14,130.00	35.00	16,485.00	28.50	13,423.50	26.50	12,481.50	45.00	21,195.00	24.00	11,304.00
(c)	1	4-1/2 x 10-3/8, #11	40.67	40.67	40.00	40.00	50.00	50.00	60.00	60.00	69.00	69.00	38.00	38.00
5.		Regular, White Kraft, 24# to 28#, open side												
(a)	1	6-1/2 x 9-1/2	97.85	97.85	59.50	59.50	52.00	52.00	42.00	42.00	55.00	55.00	45.00	45.00
(b)	1	9 x 12	92.10	92.10	89.50	89.50	60.00	60.00	70.00	70.00	86.00	86.00	68.00	68.00
(c)	1	9-1/2 x 12	121.12	121.12	99.50	99.50	72.50	72.50	70.00	70.00	86.00	86.00	71.00	71.00
(d)	1	9-1/2 x 12-1/2	121.12	121.12	105.50	105.50	72.50	72.50	72.00	72.00	86.00	86.00	68.00	68.00
(e)	1	10 x 13	123.31	123.31	109.50	109.50	75.00	75.00	78.00	78.00	109.00	109.00	75.00	75.00
6.		Regular, White Kraft, 24# to 28#, open end												
(a)	1	6-1/2 x 9-1/2	74.84	74.84	62.50	62.50	52.00	52.00	45.00	45.00	55.00	55.00	38.00	38.00
(b)	1	9 x 12	101.16	101.16	92.50	92.50	65.00	65.00	70.00	70.00	86.00	86.00	54.00	54.00
(c)	1	9-1/2 x 12	122.56	122.56	102.50	102.50	75.00	75.00	75.00	75.00	86.00	86.00	57.00	57.00
(d)	1	9-1/2 x 12-1/2	122.56	122.56	108.50	108.50	75.00	75.00	75.00	75.00	86.00	86.00	59.00	59.00
(e)	1	10 x 13	125.61	125.61	112.50	112.50	75.00	75.00	85.00	85.00	109.00	109.00	63.00	63.00
7.		Regular, White Kraft, 32# to 40#, open side												
(a)	1	9 x 12	149.99	149.99	95.00	95.00	75.00	75.00	72.00	72.00	94.00	94.00	71.00	71.00
(b)	1	9-1/2 x 12	116.93	116.93	100.00	100.00	85.00	85.00	80.00	80.00	94.00	94.00	76.00	76.00
(c)	1	9-1/2 x 12-1/2	116.93	116.93	110.00	110.00	85.00	85.00	80.00	80.00	103.00	103.00	72.00	72.00
(d)	1	10 x 13	209.97	209.97	120.00	120.00	87.50	87.50	85.00	85.00	136.00	136.00	86.00	86.00
8.		Regular, White Kraft, 32# to 40#, open end												
(a)	1	9 x 12	160.91	160.91	103.00	103.00	75.00	75.00	75.00	75.00	94.00	94.00	48.00	48.00
(b)	1	9-1/2 x 12	115.00	115.00	113.00	113.00	85.00	85.00	78.00	78.00	94.00	94.00	60.00	60.00
(c)	1	9-1/2 x 12-1/2	115.00	115.00	123.00	123.00	85.00	85.00	78.00	78.00	103.00	103.00	62.00	62.00
(d)	1	10 x 13	191.65	191.65	133.00	133.00	85.00	85.00	85.00	85.00	136.00	136.00	67.00	67.00
9.		Window, Glassine, White Kraft, 24# to 28#, open side												
(a)	1	6 x 9-1/2	69.98	69.98	125.00	125.00	65.00	65.00	65.00	65.00	84.00	84.00	50.00	50.00
(b)	1	9-1/2 x 12	116.10	116.10	225.00	225.00	95.00	95.00	110.00	110.00	117.00	117.00	91.00	91.00
10.		Window, Glassine, White Kraft, 24# to 28#, open end												
(a)	700	6 x 9-1/2	54.43	38,101.00	125.00	87,500.00	65.00	45,500.00	32.00	22,400.00	84.00	58,800.00	52.00	36,400.00
(b)	1	9-1/2 x 12	130.00	130.00	225.00	225.00	95.00	95.00	105.00	105.00	117.00	117.00	101.00	101.00
11.		Light Brown Kraft, 24# to 28#, open side												
(a)	1	3-9/16 x 7-7/8, (check)	33.61	33.61	40.00	40.00	60.00	60.00	35.00	35.00	58.00	58.00	40.00	40.00
(b)	1	3-7/8 x 8-7/8, #9	37.13	37.13	40.00	40.00	35.00	35.00	33.00	33.00	58.00	58.00	35.00	35.00
(c)	1	4-1/8 x 9-1/2, #10	38.93	38.93	35.00	35.00	32.50	32.50	33.00	33.00	58.00	58.00	34.00	34.00
(d)	1	4-1/2 x 10-3/8, #11	35.74	35.74	45.00	45.00	52.50	52.50	36.00	36.00	79.00	79.00	35.00	35.00
(e)	1	6 x 9-1/2	70.85	70.85	40.00	40.00	52.50	52.50	45.00	45.00	86.00	86.00	36.00	36.00
(f)	1	6-1/2 x 9-1/2	74.05	74.05	40.00	40.00	50.00	50.00	44.00	44.00	86.00	86.00	36.00	36.00
(g)	1	7-1/2 x 10-1/2	74.98	74.98	65.00	65.00	57.50	57.50	62.00	62.00	78.00	78.00	60.00	60.00
(h)	1	9 x 12	96.50	96.50	75.00	75.00	60.00	60.00	71.00	71.00	86.00	86.00	60.00	60.00
(i)	1	9-1/2 x 12	96.50	96.50	80.00	80.00	65.00	65.00	72.00	72.00	86.00	86.00	60.00	60.00
(j)	45	9-1/2 x 12-1/2	109.68	4,935.60	80.00	3,600.00	65.00	2,925.00	72.00	3,240.00	86.00	3,870.00	61.00	2,745.00
12.		Light Brown Kraft, 32# to 40#, open side												
(a)	1	7-1/2 x 10-1/2	75.33	75.33	85.00	85.00	65.00	65.00	78.00	78.00	86.00	86.00	70.00	70.00
(b)	45	9 x 12	82.25	3,701.25	95.00	4,275.00	70.00	3,150.00	70.00	3,150.00	117.00	5,265.00	68.00	3,060.00
(c)	1	9-1/2 x 12	95.24	95.24	95.00	95.00	75.00	75.00	72.00	72.00	117.00	117.00	72.00	72.00
(d)	1	9-1/2 x 12-1/2	94.52	94.52	95.00	95.00	75.00	75.00	72.00	72.00	126.00	126.00	72.00	72.00
(e)	1	10 x 13	117.39	117.39	100.00	100.00	80.00	80.00	75.00	75.00	171.00	171.00	78.00	78.00
(f)	150	10 x 15	110.23	16,534.50	200.00	30,000.00	85.00	12,750.00	95.00	14,250.00	219.00	32,850.00	85.00	12,750.00
(g)	1	11 x 13	135.33	135.33	300.00	300.00	100.00	100.00	120.00	120.00	231.00	231.00	121.00	121.00
(h)	1	12 x 16	239.69	239.69	500.00	500.00	140.00	140.00	160.00	160.00	289.00	289.00	135.00	135.00
13.		Light Brown Kraft, 32# to 40#, open end												
(a)	1	7-1/2 x 10-1/2	94.87	94.87	85.00	85.00	75.00	75.00	65.00	65.00	86.00	86.00	75.00	75.00
(b)	1	9 x 12	112.97	112.97	95.00	95.00	75.00	75.00	68.00	68.00	117.00	117.00	70.00	70.00
(c)	1	9-1/2 x 12	116.90	116.90	105.00	105.00	100.00	100.00	70.00	70.00	117.00	117.00	74.00	74.00
(d)	1	9-1/2 x 12-1/2	116.90	116.90	105.00	105.00	85.00	85.00	70.00	70.00	126.00	126.00	68.00	68.00
(e)	1	10 x 13	116.90	116.90	115.00	115.00	85.00	85.00	72.00	72.00	171.00	171.00	75.00	75.00
(f)	1	10 x 15	130.26	130.26	200.00	200.00	120.00	120.00	80.00	80.00	219.00	219.00	113.00	113.00
(g)	1	11 x 13	136.55	136.55	300.00	300.00	130.00	130.00	95.00	95.00	231.00	231.00	145.00	145.00
(h)	1	12 x 16	179.36	179.36	400.00	400.00	180.00	180.00	150.00	150.00	289.00	289.00	180.00	180.00
II.		COMPOSITION:												
(a)	345	Each typeline	0.00	0.00	0.00	0.00	1.00	3						

QUOTATION REQUEST

U.S. GOVERNMENT PRINTING OFFICE
Atlanta, Georgia

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Various Envelopes
(including Quick Turn-Around)

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

Various Departments and Agencies

Multiple Awards in each of Three Categories

CONTRACT TERM: The term of this contract is for the period beginning March 1, 2013 and ending February 28, 2014, plus up to four optional 12-month extension periods that may be added in accordance with the "Option to Extend the Contract Term" clause in this contract.

BIDDERS, PLEASE NOTE: These specifications differ significantly from the previous contract. Program 1406S and 1425S has been merged with the Program 1404S; therefore, all bidders are cautioned to familiarize themselves with all provisions of these specifications before quoting.

DIRECT ALL QUESTIONS OF A TECHNICAL NATURE CONCERNING THESE SPECIFICATIONS TO JEFF MESSERSMITH, (404) 605-9160, Ext. 32708, OR E-MAIL jmessersmith@gpo.gov. REFER ALL OTHER QUESTIONS TO THE CONTRACT ADMINISTRATOR – RANDY HALLFORD, (404) 605-9160, Ext. 32709, OR E-MAIL rhalford@gpo.gov. NO COLLECT CALLS.

ABSTRACT OF PREVIOUS PRICES IS AVAILABLE
on the internet (<http://www.gpo.gov/gpo/abstracts/abstract.action?region=Atlanta>)
or you may **FAX request** to **(800) 270-4758**.

BID OPENING: Bids shall be publicly opened at 2:00 p.m., prevailing Atlanta, GA time on February 21, 2013.

BID SUBMISSION: Facsimile bids are acceptable (see GPO Contract Terms, Pub. 310.2, Rev. June 2001). To submit a bid, the contractor must return a signed and completed GPO Bid Form 910 and a completed "Schedule of Prices", which are included at the end of this specification.

Send bids to U.S. Government Printing Office, 3715 Northside Parkway NW, Suite 4-305, Atlanta, GA 30327 or fax bids to **(800) 270-4758**.

All GPO publications referenced in these specifications (including GPO Form 910) are available on the GPO website (<http://www.contractorconnect.gpo.gov>).

SECTION 1: GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract which results from this Request for Quotes 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)) and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979 (revised August 2002)).

DISPUTES CLAUSE: 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. This clause 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 IV.
- (b) Finishing (item related) Attributes -- Level IV.

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>	<u>Alternate Standard*</u>
P-7. Type Quality and Uniformity	Approved Proof (s)	Camera Copy/Average Type Dimension / Manuscript Copy / File Setup
P-9. Solid and Screen Tint Color Match	Pantone Matching System	

*In the event that the Specified Standard is waived the Alternate Standard will serve as its replacement.

OPTION TO EXTEND THE CONTRACT TERM: 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 60 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 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 periodic pricing revision.

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 February 28, 2014, 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 index "Commodities Less Food" under the Special Indexes category on "Table 2 –Consumer Price Index For All Urban Consumers (CPI-U): U.S. City Average, by expenditure category and commodity and service group" 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 3 months prior to the beginning of the contract, 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.

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.

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.

PAYMENT: Submit all billing to: Comptroller FMCE, Office of Financial Management Services, U.S. Government Printing Office, Washington, DC 20401. Using the GPO barcode cover sheet and faxing your invoice to GPO is the fastest and safest method of getting paid. Visit the following website for complete instructions on preparing your voucher and barcode cover page: <http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>.

NOTE: CONTRACTOR BILLING MUST BE ITEMIZED PER THE SCHEDULE OF PRICES – SEE PAGES 18 THROUGH 29.

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 March 1, 2013 through February 28, 2014, 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.

REGULATIONS GOVERNING PROCUREMENT:

The U.S. Government Printing Office (GPO) is an office in the legislative branch of the United States Government. Accordingly, the Federal Acquisition Regulation is inapplicable to this, and all GPO procurements. However, the text of certain provisions of the Federal Acquisition Regulation as contained in the Code of Federal Regulations (CFR), are referenced in this solicitation. The offeror should note that only those provisions of the Federal Acquisition Regulation which are specifically incorporated by reference into this solicitation are applicable.

POLLUTION PREVENTION AND RIGHT-TO-KNOW INFORMATION:

(a) Federal facilities are required to comply with the provisions of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (42 U.S.C. 11001-11050) and the Pollution Prevention Act of 1990 (PPA) (42 U.S.C. 13101-13109).

(b) During performance, in whole or in part, of this contract on a Federal facility, the Contractor shall provide to the Contracting Officer all information needed by the Federal facility to comply with the emergency planning reporting requirements of Section 302 of EPCRA, the emergency notice requirements of Section 304 of EPCRA, the list of Material Data Safety Sheets required by Section 311 of EPCRA, the emergency and hazardous chemical inventory forms of Section 312 of EPCRA, and the toxic chemical release inventory of Section 313 of EPCRA, which includes the reduction and recycling information required by Section 6607 of PPA.

SECTION 2: SPECIFICATIONS

SCOPE: These specifications cover the production of envelopes requiring such operations as electronic pre-press, composition, proofs, printing, packing and distribution.

TITLE: Various Envelopes.

All percentages/approximations in these specifications are based upon past performance and/or projected needs, and are not to be construed as a guarantee of work.

Although this is an option year contract, all estimates, averages, etc. will be based upon one year’s production.

FREQUENCY OF ORDERS: It is anticipated that there will be approximately 725 (**Regular Schedule** 681, **Accelerated Schedule** 44) orders per year. Approximately 1% of the orders will require more than one unique envelope to be produced. All “multiple envelope” orders will be within the same category; however, the envelopes requested may NOT be the same size. Additionally, deliveries on these orders may be required to various locations (see DISTRIBUTION and SCHEDULE starting on page 12).

QUANTITY:

Regular Schedule: Based upon the requirements of the past year, it is anticipated that the requirements will be as follows:

	Percentage of Orders (approximate)	Average Quantity (approximate)
Category 1 - 1,000 through 5,000	71%	3,500
Category 2 - Over 5,000 up through 10,000	11%	6,000
Category 3 - Over 10,000 up through 150,000	18%	35,500

Accelerated Schedule: Based upon the requirements of the past year, it is anticipated that the requirements will be as follows:

	Percentage of Orders (approximate)	Average Quantity (approximate)
Category 1 - 1,000 through 5,000	52%	4,700
Category 2 - Over 5,000 up through 10,000	16%	9,700
Category 3 - Over 10,000 up through 150,000	32%	41,000

Note: 1,000 copies shall be the minimum quantity placed on the contract.

TRIM SIZES:

White Writing (Non-window) Envelopes 20# to 24#

- 3-5/8 x 6-1/2” (#6-3/4)..... regular
- 3-7/8 x 8-7/8” (#9)..... regular, with/without security tint
- 4-1/8 x 9-1/2” (#10)..... regular, with/without security tint
- 4-1/2 x 10-3/8” (#11)..... regular, with/without security tint

White Writing (Window) Envelopes 20# to 24#

- 3-7/8 x 8-7/8” (#9)..... window, with/without security tint
- 4-1/8 x 9-1/2” (#10)..... window, with/without security tint
- 4-1/2 x 10-3/8” (#11)..... window, with/without security tint

White Kraft (Non-Window) Envelopes 24 to 28#; 32 to 40#

6-1/2 x 9-1/2"	24# to 28#
9 x 12"	24# to 28#; 32# to 40#
9-1/2 x 12"	24# to 28#; 32# to 40#
9-1/2 x 12-1/2"	24# to 28#; 32# to 40#
10 x 13"	24# to 28#; 32# to 40#

White Kraft (Window) Envelopes 24 to 28#

6 x 9-1/2"	24# to 28#
9-1/2 x 12"	24# to 28#

Light Brown Kraft 24 to 28#; 32 to 40#

3-9/16 x 7-7/8" (check)	24# to 28#
3-7/8 x 8-7/8" (#9)	24# to 28#
4-1/8 x 9-1/2" (#10)	24# to 28#
4-1/2 x 10-3/8" (#11)	24# to 28#
6 x 9-1/2"	24# to 28#
6-1/2 x 9-1/2"	24# to 28#
7-1/2 x 10-1/2"	24# to 28#, 32# to 40#
9 x 12"	24# to 28#; 32# to 40#
9-1/2 x 12"	24# to 28#; 32# to 40#
9-1/2 x 12-1/2"	24# to 28#; 32# to 40#
10 x 13"	32# to 40#
10 x 15"	32# to 40#
11 x 13"	32# to 40#
12 x 16"	32# to 40#

GOVERNMENT TO FURNISH:

- Based upon past performance, the contractor may be furnished: a press quality PDF, manuscript copy or previously printed samples containing revisions/changes (usually as PDF images). The contractor is required to typeset any envelope as required per the print order - see COMPOSITION on page 8.
- Occasionally, camera copy (including previously printed envelopes for use as camera copy) will be furnished for the balance of the orders, agency logos, postal permit logos and FIM marks when required.
- Print orders (GPO Form 2511).
- GPO Carton Labeling and Marking Specifications.
- Performance Records: A *Facsimile Transmission Sheet* will be furnished to the contractor. Information such as the GPO program, jacket, and print-order numbers, quantity, and date of shipment must be filled in by the contractor and faxed/mailed to the GPO on the day shipment is due.
- Form 905 (R. 3/90) with labeling and marking specifications.
- A supply of Blue Labels and Selection Certificates for shipping Departmental Random Copies.

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.

Contractor must furnish an e-mail address for a point of contact, which will be used to inform contractor of uploaded files and print order.

NOTE: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail as indicated on the Print Order. The subject line of this message shall be "Distribution Notice for Program 1404-S, Print Order XXXXX". 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.

PRINTING: Based upon past performance, the majority of envelopes print type, lines, agency seal and FIM* matter on one side (side opposite seams), or both sides before construction, in Black or PMS ink**.

***NOTE: FIM – BARCODE: FIM is not required to bleed off the top edge of envelope; however, positioning the FIM must meet USPS requirements ("FIM Clear Zone") location as described in USPS Publication 25, "A Guide to Business Mail Preparation".**

****NOTE: Forms (i.e. ink) MUST be compatible for usage with a high heat laser printer. No smearing, lifting or loss of images due to use with a laser printer will be accepted.**

NOTE: High resolution digital printing (computer to plate) or digital printing with a minimum resolution of 150 line screen (HP Indigo or equal) is acceptable as long as Quality Level 4 is maintained. Digital printing/direct imaging (toner) and inkjet printing are not acceptable.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except form number, and revision date, carried on copy or film must not print on finished product.

NOTE: GPO Imprint information does NOT print on these orders.

INK: If lithographic ink is used in the performance of this contract, the ink shall contain not less than the following percentages of vegetable oil: (a) news ink, 40 percent; (b) sheet-fed and forms ink, 20 percent; and (c) heat-set ink, 10 percent. High quality color process printing on high speed heat-set presses is excepted when slow drying time significantly increases production costs.

MARGINS: Maintain margins as indicated on furnished copy or Print Order.

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 " in effect at the time of award.

NOTICE: Copies of the "Government Paper Specifications Standards" are for sale, on a subscription basis, by the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402; or available as a PDF on the GPO web site: http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf.

- White Writing Envelopes (equal to JCP Code V20), Basis Weight 20 to 24 lbs per 500 sheets, 17 x 22".
- Kraft (white shade), Basis Weight 24 to 28 lbs per 500 sheets, 17 x 22".
- Kraft (white shade), Basis Weight 32 to 40 lbs per 500 sheets, 17 x 22".
- Kraft (light brown shade - equal to JCP Code V10), Basis Weight 24 to 28 lbs per 500 sheets, 17 x 22".
- Kraft (light brown shade - equal to JCP Code V10), Basis Weight 32 to 40 lbs per 500 sheets, 17 x 22".

ELECTRONIC PREPRESS/FILMS: 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 the proper file image processing must be reported to the Atlanta RPP0, Jeff Messersmith 404-605-9160, ext. 32708.

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.

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

At the completion of the order, the contractor must provide the Government with storage media (same type of storage media as was originally furnished) containing corrected files in the same format as the original Government furnished material.

COMPOSITION: The entirety of each category of composition (text, tabular, and display) must be identical throughout the product(s) ordered under these specifications.

Most orders in all categories will require typesetting of one to approximately 20 lines of type (average 7), and/or 1 to approximately 30 horizontal rules (usually only 1 or 2), and/or agency seal will be required, as indicated on the print order.

The contractor will be responsible for performing all necessary proofreading to insure that the final product is in conformity with the copy submitted.

PROOFS: Usually proofs will not be required; however, occasionally, the contractor is be required to e-mail one "Press Quality" PDF proof (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final printed product. Proof must show color and contain all crop marks. NOTE: THIS PROOF WILL NOT BE USED/APPROVED FOR COLOR MATCH OR RESOLUTION.

Contractor is to send a "Press Quality" PDF proof to the e-mail address indicated on the print order.

Contractor furnished proof approval letters will not be recognized for proof approval/disapproval. Only GPO generated proof letters will be recognized for proof approval/disapproval. Proofs will be withheld not more than X day(s) (as indicated on the print order) from receipt by the Government** to receipt in contractor's plant. Contractor must not print prior to receipt of an "OK" to print.

**NOTE: The date of receipt by the Government is NOT considered the first workday.

NOTE: Films are not required. If at the contractor's option films are used, the Government will not pay for new films due to Author's Alterations. The Government will pay for making digital corrections - not for new films.

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.

CONSTRUCTION:

Non-Window Writing & Kraft Envelopes: Open side or end, side or diagonal seam, with a water-soluble gummed flap.

Window Writing Envelopes (Left Hand): Open side, diagonal or side seams, with a water soluble gummed flap. Die-cut face with one round cornered (horizontal) window, 4-1/2 (w) x 1-1/8" (h) at 7/8" from left, and 1/2" from bottom*. The 4-1/2" window dimension is parallel to the long dimension envelope side. Cover window with a clear transparent material securely glued to the inside of the envelope.

***Note: Occasionally #9, #10, and #11 envelopes may be ordered with windows. Die-cut window position will deviate slightly in size and/or placement (as indicated on the print order) from the above specifications.**

Kraft Envelopes: Open side or end, center or side seam, with a water-soluble gummed flap. (Note: Size of flap at contractor's option.)

Window Kraft Envelopes (Left Hand): Open side or end, center, diagonal or side seams, with a water soluble gummed flap. Die-cut face with one round cornered (horizontal) window, 3-1/2 (w) x 1-5/8" (h) at 1" from left, and 1-3/8" from bottom*. The 3-1/2" window dimension is parallel to the long dimension envelope side. Cover window with a clear transparent material securely glued to the inside of the envelope.

***Note: Occasionally 6 x 9-1/2" and 9-1/2 x 12" Kraft envelopes may be ordered with windows. Flaps must be straight edge with rounded corners, 1-1/2 in height. Throat opening will be 1/8 – 1/4" deep. These two sized envelopes will be used with a mechanical inserter; Contractor to ensure that envelopes run satisfactorily through a Pitney Bowes Flowmaster 12000XL/FX 10F Series folder/inserter. Die-cut window position will deviate slightly in size and/or placement (as indicated on the print order) from the above specifications.**

Security Feature: Inside of envelope may require a black opaque security design. Contractor may use his/her own design, but must guarantee complete opacity and prevent show through of the contents therein.

PACKING: Box in suitable units. Pack in shipping containers. Each shipping container must not exceed 45 pounds when fully packed.

LABELING AND MARKING: NOTE: All shipping containers require a container label. Complete a copy of the enclosed shipping label(s) (also available at www.gpo.gov/pdfs/vendors/sfas/terms.pdf) and affix one to each shipping container according to the instruction at the top of the carton label sheet (make additional copies as necessary). There will be a minimum charge of \$50.00 per order (per Jacket) for all labeling and marking corrections that are made by the Government due to the contractor's failure to label/mark all containers per specifications and Contract Terms.

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.

Quantity Ordered	Number of Sublots
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 to the address indicated on the print order.

A copy of the PRINT ORDER/SPECIFICATION and a signed Government-furnished certificate of selection must be included.

DISTRIBUTION-Regular Schedule: Deliver f.o.b. destination to various locations. The following percentages are based upon past performance, and are NOT to be construed as a guarantee for future orders.

Category 1: Approximately 25% of the total envelopes delivered to Zones 1 through 7; approximately 42% of the total envelopes delivered to Zones 8 and 9; and approximately 33% of the total envelopes delivered to Zones 10 through 12.

Category 2: Approximately 39% of the total envelopes delivered to Zones 1 through 7; approximately 34% of the total envelopes delivered to Zones 8 and 9; and approximately 27% of the total envelopes delivered to Zones 10 through 12.

Category 3: Approximately 66% of the total envelopes delivered to Zones 1 through 7; approximately 24% of the total envelopes delivered to Zones 8 and 9; and approximately 10% of the total envelopes delivered to Zones 10 through 12.

DISTRIBUTION-Accelerated Schedule: Deliver f.o.b. destination to various locations. The following percentages are based upon past performance, and are NOT to be construed as a guarantee for future orders.

Category 1: Approximately 31% of the total envelopes delivered to Zones 1 through 7; approximately 39% of the total envelopes delivered to Zones 8 and 9; and approximately 30% of the total envelopes delivered to Zones 10 through 12.

Category 2: Approximately 43% of the total envelopes delivered to Zones 1 through 7; approximately 43% of the total envelopes delivered to Zones 8 and 9; and approximately 14% of the total envelopes delivered to Zones 10 through 12.

Category 3: Approximately 29% of the total envelopes delivered to Zones 1 through 7; approximately 64% of the total envelopes delivered to Zones 8 and 9; and approximately 7% of the total envelopes delivered to Zones 10 through 12.

INSIDE DELIVERY REQUIRED.

Destinations will fall within one of twelve zones, as defined below:

Zone 1 (11%): That portion of Georgia served by Telephone Area Codes 404, 470, 678, 706, 762, and 770.

Zone 2 (less than 1%): That portion of Georgia served by Telephone Area Code 229, 478, and 912.

Zone 3 (11%): That portion of Florida served by Telephone Area Codes 352, 386, 850, and 904.

Zone 4 (6%): That portion of Florida served by Telephone Area Codes 239, 305, 320, 321, 407, 561, 689, 727, 754, 772, 786, 813, 863, 941, and 954.

Zone 5 (less than 1%): The state of South Carolina.

Zone 6 (2%): The state of Alabama.

Zone 7 (3%): The state of Mississippi.

Zone 8 (17%): That portion of the Continental United States in the Eastern Time Zone, except the states in Federal Printing Region 4.

Zone 9 (22%): That portion of the Continental United States in the Central Time Zone, except the states in Federal Printing Region 4.

Zone 10 (19%): That portion of the Continental United States in the Mountain Time Zone.

Zone 11 (9%): That portion of the Continental United States in the Pacific Time Zone.

Zone 12 (less than 1%): All U.S. Territories located within the Atlantic Time Zone; and the Panama Canal Zone.

NOTE: Percentages indicate the number of total envelopes (overall) that were delivered to the zone indicated during the previous contract year. Area codes listed under Zones 1 through 4 are current as of this writing; however, new ones issued within the same geographical zones will be covered under these specifications.

Return of Government Furnished Material: The contractor must return all camera copy and/or films furnished by the Government along with any negatives made by the contractor. These materials must be packaged and returned separate from the entire job via Registered Mail or any other traceable means. The contractor must be able to produce a separate signed receipt for these materials at any time during the contract.

All expenses incidental to the pickup and return of furnished materials and furnishing samples must be borne by the contractor.

NOTE: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail as indicated on the Print Order. The subject line of this message shall be "Distribution Notice for Program 1404-S, Print Order XXXXX". 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.

Upon completion of each order (when applicable), all Government furnished material must be returned to the address indicated on the print order.

All expenses incidental to the pickup and return of furnished materials and proofs must be borne by the contractor.

RECEIPT FOR DELIVERY: Contractor must furnish their own receipts for delivery. These receipts must include the GPO jacket, program, and print order numbers: 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 billing for payment.

SCHEDULE: No definite schedule can be established at this time. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511). **NOTE:** When proofs are required, the schedule will be indicated on the print order.

Regular Schedule: Orders will be scheduled according to the work involved and the time that can be allowed; however, no job will be required in less than 10 workdays.

Accelerated Schedule: An occasional order may require complete delivery within 4-9 workdays. A premium payment of \$75.00 will be applied on orders, which require the Accelerated Schedule. Maximum quantity that can be ordered under the accelerated schedule is 50,000. While no guarantees can be made for future orders, approximately 7% of the total orders in the previous contract year required the Accelerated Schedule.

Contractor will be required to pickup print order, copy, and furnished material at: U.S. Government Printing Office, Regional Printing Procurement Office, 3715 Northside Parkway NW, Suite 4-305, Atlanta, GA 30327.

The schedule will begin upon notification of the availability of print order and furnished material.

The ship/delivery date indicated on the print order must be accepted as the date delivery is made to the destination and not the date of delivery to a common or other carrier.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with each 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.

SECTION 3: DETERMINATION OF AWARD AND PLACEMENT OF WORK

Procurement under this solicitation will be divided into three categories as follows:

- Category 1: 1,000 through 5,000
- Category 2: Over 5,000 up through 10,000
- Category 3: Over 10,000 up through 150,000

The Government will make an award in each category since it is anticipated that one firm may not be able to meet all of the requirements. The lowest quote will be determined by applying the prices offered in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce one year's orders 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 during the term of the contract.

The following item designations correspond to those listed in the "Schedule of Prices".
Procurement under this solicitation will be divided into three categories as follows:

Category 1

- I. 1. (a) 1
(b) 4
(c) 515
(d) 9
- 2. (a) 1
(b) 294
(c) 24
- 3. (a) 1
(b) 1
(c) 1
- 4. (a) 1
(b) 21
(c) 1
- 5. (a) 1
(b) 1
(c) 1
(d) 1
(e) 1
- 6. (a) 1
(b) 1
(c) 1
(d) 1
(e) 1
- 7. (a) 1
(b) 1
(c) 1
(d) 1
- 8. (a) 1
(b) 1
(c) 1
(d) 1
- 9. (a) 1
(b) 1
- 10. (a) 1
(b) 1
- 11. (a) 1
(b) 1
(c) 1
(d) 1
(e) 1
(f) 63
(g) 9

Envelopes

1404-S (02/2014 – Opts. 02/2018)

- (h) 27
- (i) 14
- (j) 75

- 12. (a) 1
- (b) 36
- (c) 57
- (d) 33
- (e) 30
- (f) 42
- (g) 39
- (h) 1

- 13. (a) 1
- (b) 1
- (c) 1
- (d) 1
- (e) 1
- (f) 1
- (g) 1
- (h) 1

- II. (a) 1083
- (b) 116
- (c) 309

Category 2

- I. 1. (a) 1
- (b) 1
- (c) 111
- (d) 1
- 2. (a) 1
- (b) 269
- (c) 1
- 3. (a) 1
- (b) 30
- (c) 1
- 4. (a) 1
- (b) 30
- (c) 1
- 5. (a) 1
- (b) 1
- (c) 1
- (d) 1
- (e) 1

1404-S (02/2014 – Opts. 02/2018)

6. (a) 1
(b) 1
(c) 1
(d) 1
(e) 1

7. (a) 1
(b) 1
(c) 1
(d) 1

8. (a) 1
(b) 1
(c) 1
(d) 1

9. (a) 1
(b) 1

10. (a) 1
(b) 1

11. (a) 1
(b) 1
(c) 1
(d) 1
(e) 1
(f) 1
(g) 1
(h) 1
(i) 11
(j) 1

12. (a) 1
(b) 1
(c) 30
(d) 1
(e) 1
(f) 1
(g) 1
(h) 1

13. (a) 1
(b) 1
(c) 1
(d) 1
(e) 1
(f) 1
(g) 1
(h) 1

II. (a) 555
(b) 55
(c) 134

Category 3

- I. 1. (a) 1
(b) 239
(c) 602
(d) 1
- 2. (a) 165
(b) 6028
(c) 41
- 3. (a) 45
(b) 1
(c) 1
- 4. (a) 1
(b) 471
(c) 1
- 5. (a) 1
(b) 1
(c) 1
(d) 1
(e) 1
- 6. (a) 1
(b) 1
(c) 1
(d) 1
(e) 1
- 7. (a) 1
(b) 1
(c) 1
(d) 1
- 8. (a) 1
(b) 1
(c) 1
(d) 1
- 9. (a) 1
(b) 1
- 10. (a) 700
(b) 1
- 11. (a) 1
(b) 1
(c) 1
(d) 1
(e) 1
(f) 1
(g) 1

Envelopes

1404-S (02/2014 – Opts. 02/2018)

- (h) 1
- (i) 1
- (j) 45

- 12. (a) 1
- (b) 45
- (c) 1
- (d) 1
- (e) 1
- (f) 150
- (g) 1
- (h) 1

- 13. (a) 1
- (b) 1
- (c) 1
- (d) 1
- (e) 1
- (f) 1
- (g) 1
- (h) 1

- II. (a) 345
- (b) 60
- (c) 76

SECTION 4: SCHEDULE OF PRICES

GPO Facsimile Number: (800) 270-4758

Quotes due by: 2:00 p.m. / Date: 02/21/2013

CONTRACTOR'S NAME AND SIGNATURE: Fill out and return* of all the pages in "Section 4.- Schedule of Prices", initial each in the space provided.

Contractor _____

(Address) (City) (State) (Zip)

(Person to be contacted) (Telephone Number) (Date) (State Code/Contractor's Code)

**You may FAX the Schedule of Prices pages to the above number, or you may mail them to: Atlanta Regional Printing Office, 3715 Northside Parkway NW, Suite 4-305, Atlanta, GA 30327.*

(NOTE: TELEPHONE QUOTATIONS ARE NOT ACCEPTABLE.)

PAYMENT TERMS:

Discounts are offered for payment as follows: _____ percent, _____ calendar days. See Article 9 "Discounts" of Solicitation Provisions in GPO Contract Terms (Pub. 310.2).

THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____
(Initials)

Contracting Officer: _____ Date: _____
(Initials)

Quotes 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.

Contractor must make an entry in each of the spaces provided, in the category or categories for which quotes are submitted. Contractor may offer quotes in one category and no-quote the other categories. Quotes submitted with any obliteration, revision, or alteration of the order and manner of submitting quotes, may be declared nonresponsive.

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

Quotes submitted with NQ (No Quote) or blank spaces for an item within the category that a contractor is quoting on 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 billing submitted to the GPO shall be based on the most economical method of production.

The contractor is cautioned not to perform any operation(s) or produce any product(s) for which a price has not been offered under the contract. Further, the contractor is not to accept print orders which are outside the scope of the contract. Any changes made to the print order MUST be confirmed in writing by the Contracting Officer, Atlanta GPO. If such orders are placed by the agency, and no Modification is received from the Atlanta GPO, the contractor is to notify GPO Atlanta immediately. Failure to do so may result in nonpayment.

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

NOTE: All prices are per 1,000 envelopes

Category 1 (1,000 through 5,000)

I. COMPLETE PRODUCT: Prices offered shall include the cost of all required materials and operations necessary for the complete production and distribution of the product listed in accordance with these specifications, with the exception of Item II.

1. Regular, White Writing Envelopes, 20# to 24#

- (a) 3-5/8 x 6-1/2, #6-3/4..... \$ _____
- (b) 3-7/8 x 8-7/8, #9..... \$ _____
- (c) 4-1/8 x 9-1/2, #10..... \$ _____
- (d) 4-1/2 x 10-3/8, #11..... \$ _____

2. Window, Glassine, White Writing Envelopes, 20# to 24#

- (a) 3-7/8 x 8-7/8, #9..... \$ _____
- (b) 4-1/8 x 9-1/2, #10..... \$ _____
- (c) 4-1/2 x 10-3/8, #11..... \$ _____

(Initials)

3. Regular, White Writing Envelopes, 20# to 24#, security tint

- (a) 3-7/8 x 8-7/8, #9 \$ _____
- (b) 4-1/8 x 9-1/2, #10 \$ _____
- (c) 4-1/2 x 10-3/8, #11 \$ _____

4. Window, Glassine, White Writing Envelopes, 20# to 24#, security tint

- (a) 3-7/8 x 8-7/8, #9 \$ _____
- (b) 4-1/8 x 9-1/2, #10 \$ _____
- (c) 4-1/2 x 10-3/8, #11 \$ _____

5. Regular, White Kraft, 24# to 28#, open side

- (a) 6-1/2 x 9-1/2 \$ _____
- (b) 9 x 12 \$ _____
- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2 \$ _____
- (e) 10 x 13 \$ _____

6. Regular, White Kraft, 24# to 28#, open end

- (a) 6-1/2 x 9-1/2 \$ _____
- (b) 9 x 12 \$ _____
- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2 \$ _____
- (e) 10 x 13 \$ _____

7. Regular, White Kraft, 32# to 40#, open side

- (a) 9 x 12 \$ _____
- (b) 9-1/2 x 12 \$ _____
- (c) 9-1/2 x 12-1/2 \$ _____
- (d) 10 x 13 \$ _____

(Initials)

8. Regular, White Kraft, 32# to 40#, open end

- (a) 9 x 12..... \$ _____
- (b) 9-1/2 x 12 \$ _____
- (c) 9-1/2 x 12-1/2 \$ _____
- (d) 10 x 13..... \$ _____

9. Window, Glassine, White Kraft, 24# to 28#, open side

- (a) 6 x 9-1/2 \$ _____
- (b) 9-1/2 x 12 \$ _____

10. Window, Glassine, White Kraft, 24# to 28#, open end

- (a) 6 x 9-1/2 \$ _____
- (b) 9-1/2 x 12 \$ _____

11. Light Brown Kraft, 24# to 28#, open side

- (a) 3-9/16 x 7-7/8, (check)..... \$ _____
- (b) 3-7/8 x 8-7/8, #9..... \$ _____
- (c) 4-1/8 x 9-1/2, #10..... \$ _____
- (d) 4-1/2 x 10-3/8, #11..... \$ _____
- (e) 6 x 9-1/2 \$ _____
- (f) 6-1/2 x 9-1/2 \$ _____
- (g) 7-1/2 x 10-1/2..... \$ _____
- (h) 9 x 12..... \$ _____
- (i) 9-1/2 x 12 \$ _____
- (j) 9-1/2 x 12-1/2..... \$ _____

12. Light Brown Kraft, 32# to 40#, open side

- (a) 7-1/2 x 10-1/2 \$ _____
- (b) 9 x 12..... \$ _____

(Initials)

- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2..... \$ _____
- (e) 10 x 13..... \$ _____
- (f) 10 x 15 \$ _____
- (g) 11 x 13..... \$ _____
- (h) 12 x 16..... \$ _____

13. Light Brown Kraft, 32# to 40#, open end

- (a) 7-1/2 x 10-1/2 \$ _____
- (b) 9 x 12..... \$ _____
- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2..... \$ _____
- (e) 10 x 13..... \$ _____
- (f) 10 x 15 \$ _____
- (g) 11 x 13..... \$ _____
- (h) 12 x 16..... \$ _____

II. COMPOSITION:

- (a) Each typeline \$ _____
- (b) Each rule \$ _____
- (c) Each faxed proof \$ _____

Contractor will be allowed a charge under COMPOSITION when required by the print order.

(Initials)

Category 2 (Over 5,000 through 10,000)

I. COMPLETE PRODUCT: Prices offered shall include the cost of all required materials and operations necessary for the complete production and distribution of the product listed in accordance with these specifications, with the exception of Item II.

1. Regular, White Writing Envelopes, 20# to 24#

- (a) 3-5/8 x 6-1/2, #6-3/4..... \$ _____
- (b) 3-7/8 x 8-7/8, #9..... \$ _____
- (c) 4-1/8 x 9-1/2, #10..... \$ _____
- (d) 4-1/2 x 10-3/8, #11..... \$ _____

2. Window, Glassine, White Writing Envelopes, 20# to 24#

- (a) 3-7/8 x 8-7/8, #9..... \$ _____
- (b) 4-1/8 x 9-1/2, #10..... \$ _____
- (c) 4-1/2 x 10-3/8, #11..... \$ _____

3. Regular, White Writing Envelopes, 20# to 24#, security tint

- (a) 3-7/8 x 8-7/8, #9..... \$ _____
- (b) 4-1/8 x 9-1/2, #10..... \$ _____
- (c) 4-1/2 x 10-3/8, #11..... \$ _____

4. Window, Glassine, White Writing Envelopes, 20# to 24#, security tint

- (a) 3-7/8 x 8-7/8, #9..... \$ _____
- (b) 4-1/8 x 9-1/2, #10..... \$ _____
- (c) 4-1/2 x 10-3/8, #11..... \$ _____

5. Regular, White Kraft, 24# to 28#, open side

- (a) 6-1/2 x 9-1/2..... \$ _____
- (b) 9 x 12..... \$ _____
- (c) 9-1/2 x 12..... \$ _____

(Initials)

(d) 9-1/2 x 12-1/2 \$ _____

(e) 10 x 13 \$ _____

6. Regular, White Kraft, 24# to 28#, open end

(a) 6-1/2 x 9-1/2 \$ _____

(b) 9 x 12 \$ _____

(c) 9-1/2 x 12 \$ _____

(d) 9-1/2 x 12-1/2 \$ _____

(e) 10 x 13 \$ _____

7. Regular, White Kraft, 32# to 40#, open side

(a) 9 x 12 \$ _____

(b) 9-1/2 x 12 \$ _____

(c) 9-1/2 x 12-1/2 \$ _____

(d) 10 x 13 \$ _____

8. Regular, White Kraft, 32# to 40#, open end

(a) 9 x 12 \$ _____

(b) 9-1/2 x 12 \$ _____

(c) 9-1/2 x 12-1/2 \$ _____

(d) 10 x 13 \$ _____

9. Window, Glassine, White Kraft, 24# to 28#, open side

(a) 6 x 9-1/2 \$ _____

(b) 9-1/2 x 12 \$ _____

10. Window, Glassine, White Kraft, 24# to 28#, open end

(a) 6 x 9-1/2 \$ _____

(b) 9-1/2 x 12 \$ _____

(Initials)

11. Light Brown Kraft, 24# to 28#, open side

- (a) 3-9/16 x 7-7/8, (check) \$ _____
- (b) 3-7/8 x 8-7/8, #9 \$ _____
- (c) 4-1/8 x 9-1/2, #10 \$ _____
- (d) 4-1/2 x 10-3/8, #11 \$ _____
- (e) 6 x 9-1/2 \$ _____
- (f) 6-1/2 x 9-1/2 \$ _____
- (g) 7-1/2 x 10-1/2 \$ _____
- (h) 9 x 12 \$ _____
- (i) 9-1/2 x 12 \$ _____
- (j) 9-1/2 x 12-1/2 \$ _____

12. Light Brown Kraft, 32# to 40#, open side

- (a) 7-1/2 x 10-1/2 \$ _____
- (b) 9 x 12 \$ _____
- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2 \$ _____
- (e) 10 x 13 \$ _____
- (f) 10 x 15 \$ _____
- (g) 11 x 13 \$ _____
- (h) 12 x 16 \$ _____

13. Light Brown Kraft, 32# to 40#, open end

- (a) 7-1/2 x 10-1/2 \$ _____
- (b) 9 x 12 \$ _____
- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2 \$ _____

(Initials)

- (e) 10 x 13 \$ _____
- (f) 10 x 15 \$ _____
- (g) 11 x 13 \$ _____
- (h) 12 x 16 \$ _____

II. COMPOSITION:

- (a) Each typeline \$ _____
- (b) Each rule \$ _____
- (c) Each faxed proof \$ _____

Contractor will be allowed a charge under COMPOSITION when required by the print order.

Category 3 (Over 10,000 through 150,000)

I. COMPLETE PRODUCT: Prices offered shall include the cost of all required materials and operations necessary for the complete production and distribution of the product listed in accordance with these specifications, with the exception of Item II.

1. Regular, White Writing Envelopes, 20# to 24#

- (a) 3-5/8 x 6-1/2, #6-3/4 \$ _____
- (b) 3-7/8 x 8-7/8, #9 \$ _____
- (c) 4-1/8 x 9-1/2, #10 \$ _____
- (d) 4-1/2 x 10-3/8, #11 \$ _____

2. Window, Glassine, White Writing Envelopes, 20# to 24#

- (a) 3-7/8 x 8-7/8, #9 \$ _____
- (b) 4-1/8 x 9-1/2, #10 \$ _____
- (c) 4-1/2 x 10-3/8, #11 \$ _____

(Initials)

3. Regular, White Writing Envelopes, 20# to 24#, security tint

- (a) 3-7/8 x 8-7/8, #9 \$ _____
- (b) 4-1/8 x 9-1/2, #10 \$ _____
- (c) 4-1/2 x 10-3/8, #11 \$ _____

4. Window, Glassine, White Writing Envelopes, 20# to 24#, security tint

- (a) 3-7/8 x 8-7/8, #9 \$ _____
- (b) 4-1/8 x 9-1/2, #10 \$ _____
- (c) 4-1/2 x 10-3/8, #11 \$ _____

5. Regular, White Kraft, 24# to 28#, open side

- (a) 6-1/2 x 9-1/2 \$ _____
- (b) 9 x 12 \$ _____
- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2 \$ _____
- (e) 10 x 13 \$ _____

6. Regular, White Kraft, 24# to 28#, open end

- (a) 6-1/2 x 9-1/2 \$ _____
- (b) 9 x 12 \$ _____
- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2 \$ _____
- (e) 10 x 13 \$ _____

7. Regular, White Kraft, 32# to 40#, open side

- (a) 9 x 12 \$ _____
- (b) 9-1/2 x 12 \$ _____
- (c) 9-1/2 x 12-1/2 \$ _____

(Initials)

- (d) 10 x 13 \$ _____

8. Regular, White Kraft, 32# to 40#, open end

- (a) 9 x 12 \$ _____
- (b) 9-1/2 x 12 \$ _____
- (c) 9-1/2 x 12-1/2 \$ _____
- (d) 10 x 13 \$ _____

9. Window, Glassine, White Kraft, 24# to 28#, open side

- (a) 6 x 9-1/2 \$ _____
- (b) 9-1/2 x 12 \$ _____

10. Window, Glassine, White Kraft, 24# to 28#, open end

- (a) 6 x 9-1/2 \$ _____
- (b) 9-1/2 x 12 \$ _____

11. Light Brown Kraft, 24# to 28#, open side

- (a) 3-9/16 x 7-7/8, (check) \$ _____
- (b) 3-7/8 x 8-7/8, #9 \$ _____
- (c) 4-1/8 x 9-1/2, #10 \$ _____
- (d) 4-1/2 x 10-3/8, #11 \$ _____
- (e) 6 x 9-1/2 \$ _____
- (f) 6-1/2 x 9-1/2 \$ _____
- (g) 7-1/2 x 10-1/2 \$ _____
- (h) 9 x 12 \$ _____
- (i) 9-1/2 x 12 \$ _____
- (j) 9-1/2 x 12-1/2 \$ _____

12. Light Brown Kraft, 32# to 40#, open side

- (a) 7-1/2 x 10-1/2 \$ _____

(Initials)

- (b) 9 x 12..... \$ _____
- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2..... \$ _____
- (e) 10 x 13..... \$ _____
- (f) 10 x 15 \$ _____
- (g) 11 x 13..... \$ _____
- (h) 12 x 16..... \$ _____

13. Light Brown Kraft, 32# to 40#, open end

- (a) 7-1/2 x 10-1/2 \$ _____
- (b) 9 x 12..... \$ _____
- (c) 9-1/2 x 12 \$ _____
- (d) 9-1/2 x 12-1/2..... \$ _____
- (e) 10 x 13 \$ _____
- (f) 10 x 15 \$ _____
- (g) 11 x 13..... \$ _____
- (h) 12 x 16..... \$ _____

II. COMPOSITION:

- (a) Each typeline..... \$ _____
- (b) Each rule \$ _____
- (c) Each faxed proof..... \$ _____

Contractor will be allowed a charge under COMPOSITION when required by the print order.

(Initials)

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GPO Form 910
(R 8-01) P.57021-4
Part 1
ORIGINAL

U.S. GOVERNMENT PRINTING OFFICE
Printing Procurement Department

BID

All bids are subject to GPO Publication 310.2, Contract Terms (Rev. 6-01) which is incorporated by reference, and the representations and certifications on the reverse of part one of this GPO Form 910.

Shipment(s) will be made from: City _____, State _____

(The city(ies) indicated above will be used for evaluation of transportation charges when shipment f.o.b. contractor's city is specified. If no shipping point is indicated above, it will be deemed that the bidder has selected the city and state shown below in the address block and the bid will be evaluated and the contract awarded on that basis. If shipment is not made from evaluation point, contractor will be responsible for any additional shipping costs incurred.)

PROGRAM NO. _____ (BIDDER TO ATTACH SCHEDULE OF PRICES TO THIS BID FORM)

or

JACKET NO. _____

BID _____

Additional _____ Rate _____

Discounts are offered for prompt payment as follows: _____ percent, _____ calendar days.
See Provision 12 "Discounts" in GPO Contract Terms (Pub. 310.2).

Bidder hereby acknowledges amendment(s) number(ed) _____

In compliance with the above, the undersigned agrees, 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 point(s), in exact accordance with specifications.

Notice: Failure to provide a 60 day bid acceptance period may result in expiration of your bid prior to award.

COMPANY SUBMITTING BID

PERSON AUTHORIZED TO BID

Company _____

Name _____

Address _____

Title _____

City _____ State _____ Zip _____

Signature _____

GPO Contractor Code (if known) _____

Date _____

Telephone Number _____

Facsimile Number _____

Contracting Officer Review _____
(Initials)

Date _____

Certifier _____
(Initials)

Date _____

Representations and Certifications

Exception to the certifications may render your bid nonresponsive. Submission of your bid without statement of exception shall constitute certification of the six items.

REPRESENTATIONS.

R-1. Small business. By submission of a bid, the bidder represents that the bidder is a small business concern, unless the bid contains an affirmative representation that the bidder is not a small business concern.

R-2. Small Disadvantaged Business Concern. By submission of a bid, the bidder represents that the bidder is not a small disadvantaged business concern, unless the bid itself contains an affirmative representation that the bidder is a small disadvantaged business concern.

R-3. Women-Owned Small Business Concern. By submission of a bid, the bidder represents that the bidder is not a women-owned small business concern, unless the bid itself contains an affirmative representation that the bidder is a women-owned small business concern.

CERTIFICATIONS.

C-1. Covenant Against Contingent Fees. Submission of a bid without statement of exception shall constitute certification.

(a) The contractor warrants that no person or agency has been employed or retained to solicit or obtain a contract upon an agreement or understanding for a contingent fee, except a bona fide employee or agency. For breach or violation of this warranty, the Government shall have the right to annul the contract without liability or, in its discretion, to deduct from the contract price or consideration or otherwise recover, the full amount of the contingent fee.

(b) "Bona fide agency" means an established commercial or selling agency, maintained by a contractor for the purpose of securing business, that neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds itself out as being able to obtain any Government contract or contracts through improper influence.

"Bona fide employee" means a person, employed by a contractor and subject to the contractor's supervision and control as to time, place, and manner of performance, who neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds out as being able to obtain any Government contract or contracts through improper influence.

"Contingent fee" means any commission, percentage, brokerage, or other fee that is contingent upon the success that a person or concern has in securing a Government contract.

"Improper influence" means any influence that induces or tends to induce a Government employee or officer to give consideration or to act regarding a Government contract on any basis other than the merits of the matter.

C-2. Buy American Certification. Except as may be listed with the bid itself, the bidder certifies with the submission of a bid that each end product is a domestic end product (as defined in clause 37 "Buy American Act" in Contract Clauses), and that components of unknown origin have been considered to have been mined, produced, or manufactured outside the United States. Any exception listed with the bid itself must list both the excluded end products and the country of origin of each.

C-3. Clean Air and Water. Submission of a bid without statement of exception shall constitute certification.

(Applicable if the bid or offer exceeds \$100,000 or the Contracting Officer has determined that orders under an indefinite quantity contract in any year will exceed \$100,000, or a facility to be used has been the subject of a conviction under the Clean Air Act (42 U.S.C. 7413 (C) (1)) or the Federal Water Pollution Control Act (33 U.S.C. 1319(c)) and is listed by EPA, or is not otherwise exempt.)

(a) Any facility to be utilized in the performance of the proposed contract has not been listed on the Environmental Protection Agency List of Violating Facilities.

(b) The Contracting Officer will be promptly notified, prior to award, of the receipt of any communication from the Director, Office of Federal Activities, Environmental Protection Agency, indicating that any facility which he/she proposes to use for the performance of the contract is under consideration to be listed on the EPA List of Violating Facilities.

(c) Bidder will include substantially this certification, including this paragraph (c), in every nonexempt subcontract.

C-4. Certificate of Independent Price Determination. Submission of a bid without statement of exception shall constitute certification.

(a) The offeror certifies that-

(1) The prices in the offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to (i) those prices; (ii) the intention to submit an offer; or (iii) the methods or factors used to calculate the prices offered.

(2) The prices in the offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory-

(1) Is the person in the offeror's organization responsible for determining the prices being offered in the bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a) (1) through (a) (3) of this provision; or

(2)(i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a) (1) through (a) (3) of this provision [insert full name of person(s) in the offeror's organization responsible for determining the prices offered in the bid or proposal, and the title of his or her position in the offeror's organization];

(ii) As an authorized agent, does certify that the principals named in subdivision

(b)(2)(i) of this provision have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) of this provision; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) of this provision.

(c) If the offeror deletes or modifies subparagraph (a)(2) of this provision, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

C-5. Certification Regarding Debarment, Suspension, Proposed Debarment, and other Responsibility Matters (Jan. 1999). By submission of a bid-

(a)(1) The offeror certifies, to the best of its knowledge and belief, that-

(i) The offeror and/or any of its principals-

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have not, within a 3-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with commission of any of the offenses enumerated in subdivision (a)(1)(i)(B) of this provision.

(ii) The offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division or business segment, and similar positions).

This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

(b) The offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under the solicitation. However, the certification will be considered in connection with a determination of the offeror's responsibility. Failure of the offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the offeror non-responsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it later determined that the offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from the solicitation for default.

C-6. Certification of Nonsegregated Facilities (Jan. 1999). Submission of a bid without statement of exception shall constitute certification.

(a) "Segregated facilities," as used in this provision, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees, that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin because of habit, local custom, or otherwise.

(b) By submission of an offer, the offeror certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The offeror agrees that a breach of this certification is a violation of the Equal Opportunity clause in the contract.

(c) The offeror further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will-

(1) Obtain identical certifications from proposed subcontractors before the award of subcontracts under which the subcontractor will be subject to the Equal Opportunity clause;

(2) Retain the certifications in the files; and

(3) Forward the following notice to the proposed subcontractors (except if the proposed subcontractors have submitted identical certifications for specific time periods);

NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENT FOR CERTIFICATION OF NONSEGREGATED FACILITIES

A certification of Nonsegregated Facilities must be submitted before the award of a subcontract under which the subcontractor will be subject to the Equal Opportunity clause. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually).

Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.