

PROGRAM 1423-S		Term: Date of Award through June 30, 2012 (Opts. Through 06/2016)													
ITEM NUMBER	ITEM DESCRIPTION	Basis of AWARD	Darby Printing Co. Atlanta, GA		Gray Graphics Capital Heights, MD		WBC Inc dba Lithexcel Albuquerque, NM		Publishers Press Lebanon Junction, KY		Todd Allan Printing Co Beltsville, MD		GPO Estimate		
			UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	
<b>I. COMPLETE PRODUCT:</b>															
(a)	Text pages														
(1)	Printed in 4-color process.....per page														
(i)	Makeready and/or Setup	252	70.36	17,730.72	55.00	13,860.00	98.00	24,696.00	47.39	11,942.28	47.50	11,970.00	60.00	15,120.00	
(ii)	Running per 100 copies	10836	1.49	16,145.64	1.45	15,712.20	5.00	54,180.00	1.14	12,353.04	1.40	15,170.40	1.20	13,003.20	
(2)	Each additional PMS color.....per page														
(i)	Makeready and/or Setup	36	10.06	362.16	20.00	720.00	38.00	1,368.00	13.54	487.44	21.05	757.80	20.00	720.00	
(ii)	Running per 100 copies	1548	0.05	77.40	0.30	464.40	1.00	1,548.00	0.27	417.96	0.21	325.08	0.05	77.40	
(b)	Cover pages:														
(1)	Printed in 4-color process.....per page														
(i)	Makeready and/or Setup	28	158.00	4,424.00	200.00	5,600.00	120.00	3,360.00	72.20	2,021.60	100.00	2,800.00	150.00	4,200.00	
(ii)	Running per 100 copies	1204	2.64	3,178.56	3.00	3,612.00	10.00	12,040.00	2.48	2,985.92	3.50	4,214.00	3.75	4,515.00	
(2)	Each additional PMS color.....per page														
(i)	Makeready and/or Setup	4	19.25	77.00	50.00	200.00	38.00	152.00	18.05	72.20	31.50	126.00	80.00	320.00	
(ii)	Running per 100 copies	172	0.25	43.00	2.00	344.00	1.00	172.00	0.36	61.92	0.25	43.00	1.00	172.00	
<b>II. MAILED SHIPMENTS:</b>															
(a)	Inserting single copies into a kraft envelope.....each envelope	2667	0.23	613.41	0.35	933.45	1.00	2,667.00	0.45	1,200.15	0.58	1,546.86	0.30	800.10	
(b)	Inserting 2 to 5 copies into a Tyvek® envelope.....each envelope	1449	0.53	767.97	0.80	1,159.20	3.00	4,347.00	0.48	695.52	1.21	1,753.29	0.50	724.50	
(c)	Inserting multiple copies over 5 copies, up to 6 lbs in cushioned shipping bags (maximum gross weight 7 lbs.).....each bag	448	0.89	398.72	1.25	560.00	2.00	896.00	1.19	533.12	1.42	636.16	1.00	448.00	
(d)	Inserting multiple copies over 6 lbs up to 12 lbs, packed in shipping containers (maximum gross weight 14 lbs.)..... per container	616	1.29	794.64	1.50	924.00	2.50	1,540.00	1.35	831.60	1.63	1,004.08	1.00	616.00	
(e)	Inserting multiple copies over 12 lbs., up to 24 lbs, packed in shipping containers (maximum gross weight 27 lbs.)..... per container	14	1.39	19.46	2.00	28.00	3.00	42.00	2.25	31.50	2.71	37.94	2.00	28.00	
<b>TOTAL</b>				44,632.68		44,117.25		107,008.00		33,634.25		40,384.61		40,744.20	
<b>DISCOUNT</b>			1.00%	446.33		441.17		1,070.08		5.00%	1,681.71		5.00%	2,019.23	
<b>NET TOTAL</b>				\$44,186.35		\$43,676.08		\$105,937.92		\$31,952.54		\$38,365.38		\$40,744.20	
										<b>AWARDED 6/27/2011</b>					

# QUOTATION REQUEST

U.S. GOVERNMENT PRINTING OFFICE  
Atlanta, GA

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

AIR FORCE CIVIL ENGINEER MAGAZINE

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

Defense Logistics Agency Document Services  
Pensacola, FL

Single Award

CONTRACT TERM: The term of this contract is for the period beginning Date of Award and ending June 30, 2012, 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.

NOTE: DIRECT ALL QUESTIONS OF A TECHNICAL NATURE CONCERNING THESE SPECIFICATIONS TO DEB CHRISTMAS, (404) 605-9160, EXT. 103, OR E-MAIL [dchristmas@gpo.gov](mailto:dchristmas@gpo.gov). REFER ALL OTHER QUESTIONS TO THE CONTRACT ADMINISTRATOR – JOY GOODEN, (404) 605-9160, EXT. 117, OR E-MAIL [jgooden@gpo.gov](mailto:jgooden@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 (404) 605-9185/9186.

This is a Small Purchase Term Contract. Quotes may be submitted via telephonic facsimile machine (FAX – 404-605-9185/9186) or mailed to the Atlanta Regional Printing Procurement Office, 1888 Emery Street NW, Suite 110, Atlanta, GA 30318. GPO 910 Form is NOT required. TELEPHONE QUOTATIONS ARE NOT ACCEPTABLE.

All GPO publications referenced in these specifications are available on the internet via the GPO web-site, <http://www.contractorconnect.gpo.gov>.

To submit a quote, contractors must execute and submit the "Schedule of Prices" (pages 13, 14, and 15).

**Quotes due by 11:00 a.m. prevailing Atlanta, GA, time, on June 21, 2011.**

## 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](http://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 II.
- (b) Finishing (item related) Attributes -- Level II.

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

- (a) Nondestructive 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	OK'd Contract Proofs	Average Type Dimension
P-9. Solid and Screen Tint Color Match	Pantone Matching System	Pantone Matching System
P-10. Process Color Match	OK'd Contract Proofs	File Setup

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

**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.

**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 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 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.

**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 June 30, 2012, 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, Stop FMCE, Financial Management Service, U.S. Government Printing Office, Washington, D.C. 20401. (NOTE: GPO recommends using the Contractor Fax Billing System. Please visit the GPO web-site, <http://winapps.access.gpo.gov/fms/vouchers/barcode/instructions.html>, for instructions.)

**NOTE:** CONTRACTOR BILLING MUST BE ITEMIZED PER THE SCHEDULE OF PRICES – SEE PAGES 13 and 14.

**Additionally, the contractor is required to submit a photocopy of the billing, along with one printed sample, to GPO, ARPPO, 1888 Emery St. NW, Suite 110, Atlanta, GA 30318-2542 ATTN: Program No. 1423-S (Joy Gooden). (Failure to do so may result in nonpayment.)**

**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 Date of Award through June 30, 2012, 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 a saddle-stitched magazine, with separate cover, requiring such operations as electronic pre-press, proofs, four-color process printing (occasionally requiring additional Pantone colors), binding, packing, and distribution.

**TITLE:** AIR FORCE CIVIL ENGINEER MAGAZINE.

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

**FREQUENCY OF ORDERS:** Approximately 6-7 orders per year – including approximately 4 quarterly issues and up to 3 special issues per year.

**QUANTITY:** Approximately 4,000 to approximately 5,000 copies per order (average approximately 4,300).

**NUMBER OF PAGES:** Approximately 24 to approximately 64 text pages (average approximately 36), plus wrap-around separate cover.

**SIZE:** 8 ½ x 11 inches.

**GOVERNMENT TO FURNISH:** Electronic Media:

Platform: PC using Windows 7 or later.

Storage Media: CD ROM.

Software: Page layout will be provided via one or more InDesign files.

All software upgrades (for specified applications), including the system OS, which may occur during the term of the contract, must be supported by the contractor.

NOTE:

- The contractor is not to request that files be converted to a different format. If contractor wishes to convert files to a different format, the final output must be at the same or higher quality.
- If necessary, contractor to create bleed margins.

Colors Identified as one or more of the following: RGB, CMYK, and PMS/Spot colors. Contractor to convert all RGB color(s) to CMYK or PMS (as indicated on laser print). **NOTE: In the event PMS/Spot colors identified in the files do not correspond with the color information provided in the print order, contractor is to notify GPO immediately (404-605-9160, ext. 103).**

One color laser to show image placement and bleeds. If spot color(s) is required, one black laser print to show spot color locations.

Fonts: All fonts will be furnished in the native files. The contractor is cautioned that furnished fonts are the property of the Government and/or its originator. All furnished fonts are to be eliminated from the contractor's archives immediately after completion of the contract. **NOTE: In the event a font and/or fonts are missing, contractor is to notify GPO immediately (404-605-9160, ext. 103).**

Output: 150 line screen for all CMYK, screens and halftones; 2400 DPI for the remainder.

Distribution list will be provided on a CD-ROM containing one MS EXCEL file. There will be approximately 742 addresses contained in the file.

Print Orders.

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.

Facsimile, Form 905 (R. 3/90) with labeling and marking specifications.

A supply of blue labels and selection certificates for shipping Departmental Random copies.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except GPO imprint, form number, and revision date, carried on copy or film, 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/FILMS:** Films are not required; however, magazines must be produced via offset printing method. High resolution digital printing (computer to plate) is acceptable **as long as Quality Level 2** is maintained. Inkjet printing or color copying (toner) is not acceptable.

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.

Immediately upon receipt of GFM and prior to image processing, the contractor shall perform an in-depth preflight check of the furnished media and publishing files to assure correct output of the required reproduction image. This preflight check is to include: accurate identification of all fonts used and/or missing fonts, identification of colors used within file, and any errors, media damage or data corruption that might interfere with proper file image processing. **All problems must be reported to the Term Contract Section, Atlanta RPPO, (404) 605-9160, ext. 103.**

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.

It is anticipated that the Government will make all major revisions to the electronic files; however, the contractor may be required to make minor revisions (which may include color corrections to digital furnished images) as requested. Prior to making the revisions, the contractor shall copy the furnished file and make all changes to the copy. The final files used for printing must be returned on the furnished media and properly identified.

Upon completion of each order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, Post Script files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government.

**PROOFS:** All orders will require digital one-piece composite color\* CONTRACT proofs (i.e. Kodak Approval, Screen TrueRite, Polaroid PolaProof, Latran Prediction, CreoSpectrum, or Fuji Final Proof) on the actual production stock with a minimum resolution of 2400 x 2400 dpi created using the same Raster Image Processor (RIP) that will be used to produce the product. These proofs must have all elements in proper position. Proofs will be used for color match on the press and must show dot structure. Sublimation, inkjet, photographic, and overlay proofs are not acceptable.

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 3/16" x 3/16" 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.

WHEN REQUIRED, \*PANTONE COLOR(S) MAY BE SUBSTITUTED WITH A SIMILAR COLOR, BUT MAY NOT BE BUILT.

**It is understood that the proof supplied under this contract will match the final output, (with the exception of exact color match for Pantone Color(s), when required).**

Additionally, for pagination one digital color CONTENT proof 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, folded and trimmed to the finished size of the product.

Contractor will be responsible for performing all necessary proofreading to insure that the proofs are in conformity with copy submitted.

Proofs must be identified with the jacket number, program number, print order number, and proof date, at least 1/2" from the type area. The contractor's firm name must not appear on any proofs.

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".

**NOTE: 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.**

**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 in PDF format on the GPO web site.

All text paper used in each copy must be of a uniform shade. **All coated paper must have the grain parallel to the spine and must not crack on fold. Score covers on saddle-stitch fold.**

Text: White Matte-Coated Offset Book, grammage 105 g/m<sup>2</sup> (basis weight: 70 lbs per 500 sheets, 25 x 38"), equal to JCP Code A240 in all respects except the post-consumer waste percentage, which must be 30% or greater.

Cover: White Litho (Gloss) Coated Cover, grammage 215 g/m<sup>2</sup> (basis weight: 80 lbs per 500 sheets, 20 x 26"), equal to JCP Code L10 in all respects except the post-consumer waste percentage, which must be 30% or greater.

**PRINTING:** Print head-to-head in four-color process for the quarterly issues.

Additionally, Covers 1 and 4 will also require a clear non-yellowing gloss varnish or aqueous coating to prevent scratching or smearing.

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

Special issues may require 1 or 2 spot (Pantone) colors on all pages in addition to the four-color process. Must be printed on a press capable of printing five or six colors, as required, in a single pass through the press (minimum five or six printing units).

Facing pages **MUST** align across the bind.

**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:** Covers and text pages print with full and uncommon bleeds throughout on all dimensions.

**BINDING:** One-piece cover and text pages saddle-stitch in two places on the 11" side, and trim three sides. Grain must run parallel to spine; score on fold to prevent cracking.

**PACKING/LABELING:** Mailed shipments: Contractor is to mail quantities as indicated in the distribution list.

Contractor is to generate and affix a mailing label to each mailed package, and insert into envelopes, jiffy bags, containers, as applicable, per the distribution list.

Single copies insert into kraft envelopes.

**Note: At the contractor's option, single copies may be inserted in polywrap that meets USPS specifications in lieu of kraft envelopes.**

Two to five copies insert into Tyvek® envelopes.

Quantities over 5 copies up to 6 pounds must be inserted into cushioned shipping bags (maximum gross weight 7 lbs.).

Quantities over 6 pounds up to 24 lbs. to be packed in appropriately-sized shipping containers (maximum gross weight 27 lbs. per container).

Bulk shipments: The balance of the copies are to be packed suitably for shipping.

Pack in shipping containers not to exceed 40 lbs when fully packed. Reproduce shipping container label from furnished copy, fill in appropriate blanks and attach to shipping containers.

Shipping containers shall have a minimum bursting strength of 275 pounds per square inch or a minimum edge crush test (ECT) of 44 pounds per inch width. All containers must be packed suitably to prevent damage during shipment.

**DEPARTMENTAL RANDOM COPIES (BLUE LABEL):** All orders must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special government-furnished blue label, affixed to each affected container. The container and its contents shall be recorded separately on all shipping documents and sent to the address listed under "DISTRIBUTION".

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

A copy of the Government-furnished certificate must accompany the voucher sent to GPO, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the voucher.

**QUALITY ASSURANCE RANDOM COPIES:** In addition to the Departmental Random Copies (Blue Label), the contractor is required to submit quality assurance random copies to test for compliance against the specifications. The contractor must divide the entire order into equal sublots, per the chart below, 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 quote and their cost will not be a consideration for award.

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
500 - 3,200	13
3,201 - 10,000	20
10,001 - 35,000	32
35,001 and over	50

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:** Mail approximately 4028 copies to approximately 742 addresses via Priority Mail (APO and overseas addresses) and most economical USPS Bulk Service/Pre-Sorted Standard (U.S. addresses), per the distribution list, which contains destination addresses and quantities to each.

Contractor is to sort for best rate. All mailing within the continental U.S. shall be at the most economical rate.

All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for "Domestic Mail" or "International Mail" as applicable.

The contractor must apply the appropriate postage to each mailing. Contractor will be reimbursed for postage by submitting a properly completed Postal Service Certificate of Mailing with the billing for payment.

\*NOTE: All copies sent to APO addresses must be mailed in accord with USPS regulations.

In addition, the contractor will be required to complete and affix PS Form 1976-A (Customs Declaration and Dispatch Note) to all foreign destinations and APOs, as applicable.

Deliver balance f.o.b. destination to: Air Force Civil Engineer Magazine, HQ AFCESA/CEBH, ATTN: CE Magazine Staff (850-283-6408), 139 Barnes Drive, Suite 1, Tyndall AFB, FL 32403.

Special issues may require that additional quantities be sent f.o.b. contractor's city to one or more addresses provided with the print order.

All expenses incidental to the pickup and return of furnished materials, proofs, and furnishing samples 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 contractor must be able to produce a separate signed receipt for these products at any time during the contract.** The original copy of this receipt must accompany the contractor's voucher for payment.

**SCHEDULE:** Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511).

Furnished material and proofs must be picked up from and delivered to: Air Force Civil Engineer Magazine, HQ AFCESA/CEBH, ATTN: CE Magazine Staff (850-283-6408), 139 Barnes Drive, Suite 1, Tyndall AFB, FL 32403.

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

The numbers under the column headed "WD After" represent the number of workdays allowed to complete that certain part of the schedule after completion of the preceding part.

WD After

Contractor to furnish proofs.....	3
Contractor to pickup proofs/received "OK to Print" .....	1
Complete production and distribution must be made .....	6

The ship/deliver date indicated on the print order is the date products ordered f.o.b. destination must be delivered to the destination(s) specified, and products ordered f.o.b. contractor's city must be delivered to the U. S. Postal Service for mailing.

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.

### SECTION 3.- DETERMINATION OF AWARD

The Government will determine the lowest quote 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 requirements 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".

I.		(1)	(2)
	(a)		
		(1)	252 10,836
		(2)	36 1,548
	(b)		
		(1)	28 1,204
		(2)	4 172
II.	(a)	2,667	
	(b)	1,449	
	(c)	448	
	(d)	616	
	(e)	14	

**SECTION 4. – SCHEDULE OF PRICES**

GPO Facsimile Number: (404) 605-9185/9186

Quotes due by: 11:00 a.m. / Date: June 21, 2011

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 Procurement Office, 1888 Emery St. NW, Suite 110, Atlanta, GA 30318-2542.

**(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. contractor's city for all mailed shipments and f.o.b. destination for all other shipments.

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. 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 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 100 will be prorated at the per 100 rate.

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.

	Makeready and/or Setup (1)	Running Per 100 Copies (2)
(a) Text pages:		
(1) Printed in 4-color process ..... per page .....	\$ _____	\$ _____
(2) Each additional PMS color ..... per page .....	\$ _____	\$ _____
(b) Cover pages:		
(1) Printed in 4-color process ..... per page .....	\$ _____	\$ _____
(2) Each additional PMS color ..... per page .....	\$ _____	\$ _____

II. MAILED SHIPMENTS: Prices offered shall include the cost of generating and affixing mailing labels.

- (a) Inserting single copies into a kraft envelope ..... each envelope ..... \$ \_\_\_\_\_
- (b) Inserting two to five copies into a Tyvek® envelope ..... each envelope ..... \$ \_\_\_\_\_
- (c) Inserting multiple copies over 5 copies, up to 6 lbs., into cushioned shipping bags (maximum gross weight 7 lbs.) ..... each bag ..... \$ \_\_\_\_\_
- (d) Inserting multiple copies over 6 lbs., up to 12 lbs., packed in shipping containers (maximum gross weight 14 lbs.) ..... per container ..... \$ \_\_\_\_\_
- (e) Inserting multiple copies over 12 lbs., up to 24 lbs., packed in shipping containers (maximum gross weight 27 lbs.) ..... per container ..... \$ \_\_\_\_\_

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

**LOCATION OF POST OFFICE:** All mailing will be made from the \_\_\_\_\_

Post Office located at Street Address \_\_\_\_\_,

City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_.

**ALL CONTRACTORS MUST FILL OUT PICKUP AND DELIVERY INFORMATION**

1. Proposed carrier(s) for pickup of Government Furnished Material:

\_\_\_\_\_

a. Number of hours from acceptance of print order to pickup of  
Government Furnished Material..... \_\_\_\_\_

b. Number of hours from pickup of Government Furnished Material  
to delivery at contractor's plant..... \_\_\_\_\_

2. Proposed carrier(s) for delivery of completed product:

\_\_\_\_\_

a. Number of hours from notification to carrier to pickup of  
completed product..... \_\_\_\_\_

b. Number of hours from pickup of completed product to delivery at  
destination..... \_\_\_\_\_

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