

PROGRAM 1767-S TERM 01/21/2014 TO 11/31/2014									
TITLE: LOUISIANA ARMY NATIONAL GUARD VEHICLE WRAPS									
ITEM NO.	DESCRIPTION	BASIS OF AWARD	PIXUS DIGITAL PRINTING Lafayette, LA		GPO ESTIMATE*				
			UNIT RATE	COST	UNIT RATE	COST	*averaged 1718-S and 1731-S		
I.	ELECTRONIC PREPRESS:								
(a)	Prepress.....per hour	15	N/C	N/C	\$75.00	\$1,125.00			
(b)	Design Services/System timework.....per hour	150	\$100.00	\$15,000.00	\$125.00	\$18,750.00			
(c)	PDF proof - 360 degree view, 1:20 scale of vehicle size.....per unit	15	N/C	N/C	\$2.00	\$30.00			
(d)	Prior-to-production sample (2' x 2').....per unit	4	\$35.00	\$140.00	\$55.00	\$220.00			
II.	PRINTING AND INSTALLATION:								
(a)	4-door passenger car.....per unit								
(1)	Removal of existing wrap								
(i)	Wrap in poor condition	3	\$265.00	\$795.00	\$275.00	\$825.00			
(ii)	Wrap in good condition	2	\$165.00	\$330.00	\$350.00	\$700.00			
(2)	Installation of new wrap	5	\$1,893.00	\$9,465.00	\$2,450.00	\$12,250.00			
(b)	regular cab truck, short bed.....per unit								
(1)	Removal of existing wrap								
(i)	Wrap in poor condition	3	\$282.00	\$846.00	\$350.00	\$1,050.00			
(ii)	Wrap in good condition	2	\$182.00	\$364.00	\$200.00	\$400.00			
(2)	Installation of new wrap	5	\$2,102.00	\$10,510.00	\$2,550.00	\$12,750.00			
(c)	extended cab / crew cab truck.....per unit								
(1)	Removal of existing wrap								
(i)	Wrap in poor condition	3	\$337.00	\$1,011.00	\$375.00	\$1,125.00			
(ii)	Wrap in good condition	2	\$237.00	\$474.00	\$250.00	\$500.00			
(2)	Installation of new wrap	5	\$2,607.00	\$13,035.00	\$2,800.00	\$14,000.00			
(d)	mini-van, sport-utility vehicle.....per unit								
(1)	Removal of existing wrap								
(i)	Wrap in poor condition	3	\$316.00	\$948.00	\$350.00	\$1,050.00			
(ii)	Wrap in good condition	2	\$216.00	\$432.00	\$250.00	\$500.00			
(2)	Installation of new wrap	5	\$2,476.00	\$12,380.00	\$2,800.00	\$14,000.00			
(e)	enclosed cargo trailer (6 ft x 8 ft).....per unit								
(1)	Removal of existing wrap								
(i)	Wrap in poor condition	3	\$268.00	\$804.00	\$300.00	\$900.00			
(ii)	Wrap in good condition	2	\$168.00	\$336.00	\$200.00	\$400.00			
(2)	Installation of new wrap	5	\$1,948.00	\$9,740.00	\$2,000.00	\$10,000.00			
	CONTRACTOR TOTALS			\$76,610.00					
	DISCOUNT		0.00%	\$0.00					
	DISCOUNTED TOTALS			\$76,610.00		\$90,575.00			

U. S. GOVERNMENT PRINTING OFFICE  
Dallas, TX

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Louisiana Army National Guard Vehicle Wraps

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

U. S. Department of Defense

Single Award

**THIS IS A RE-SOLICITATION OF BIDS PREVIOUSLY CANCELLED ON JANUARY 23, 2014. CHANGE TO BID OPENING (PG 1), CONTRACT TERM (PGS 1, 5), VEHICLE SIZES (PG 7) AND SCHEDULE OF PRICES (PG 16). ALL OTHER SPECIFICATIONS REMAIN THE SAME.**

**CONTRACT TERM:** The term of this contract is for the period beginning Date of Award and ending January 31, 2015, plus up to 4 optional 12-month extension period(s) that may be added in accordance with the "Option to Extend the Contract Term" clause in this contract.

**BID OPENING:** Bids shall be publicly opened at 11 a.m., prevailing Dallas, TX time, on January 29, 2014.

**RESTRICTION ON LOCATION OF PRODUCTION FACILITIES:** All production facilities used in the manufacture of the product(s) ordered under this contract will be located within a 100-mile radius of the agency address at Camp Beauregard, Pineville, LA 71360.

**BIDDERS, PLEASE NOTE:** This is a new contract. All bidders are cautioned to familiarize themselves with all provisions of these specifications before bidding.

**FACSIMILE BIDS ARE PERMITTED.** Submit facsimile bids to FAX number 214-767-4101, one bid per facsimile.

Questions concerning this contract should be directed to Allison Sheeler, telephone (214) 767-0451, extension 2. (No collect calls.)

**THIS IS A NEW PROGRAM. THERE IS NO ABSTRACT AVAILABLE.**



## SECTION 1. - GENERAL TERMS AND CONDITIONS

**GPO CONTRACT TERMS:** Any contract which results from this Invitation for Bid will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised Aug 2002)).

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

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

GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, has been revised. The new clause can be found at [www.gpo.gov/pdfs/vendors/contractdisputes.pdf](http://www.gpo.gov/pdfs/vendors/contractdisputes.pdf) . This revised clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

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

Product Quality Levels:

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

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

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

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

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Proofs/Average Type Dimension in Publication/ Electronic Media
P-8. Halftone Match (Single and Double Impression)	Proofs; Electronic Media
P-10. Process Color Match	Proofs; Electronic Media

Exception: Loss of information is not acceptable.

**FACSIMILE BIDS:** Facsimile bids are permitted. See Paragraph 6, Solicitation Provisions, GPO Publication 310.2 for definitions and restrictions. Submit facsimile bid to 214-767-4101, one bid per facsimile.

**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 (5) years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the “Extension of Contract Term” clause. See also “Economic Price Adjustment” for 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 prices set forth in this contract shall be adjusted in accordance with the provisions of this clause, provided that, in no event will prices be revised to exceed the maximum permissible under any law existing as of the date of the contract or as may be hereafter promulgated.

**Price adjustment period:** For the purpose of this clause, the program years shall comply with the Contract Term clause. There shall be no price adjustment for orders placed during the first program year of this contract.

**Price adjustment:** The prices shall be adjusted on the basis of the "Consumer Price Index For All Urban Consumers - Commodities Less Food, Seasonally Adjusted," published monthly in the CPI Detailed Report by the Department of Labor, Bureau of Labor Statistics, in the following manner:

- (1) The contract price of orders placed during the adjusted period (excluding reimbursable postage or transportation costs) shall be adjusted by the percentage increase or decrease in the average, seasonally adjusted Consumer Price Index For All Urban Consumers - Commodities Less Food (seasonally adjusted) as follows: An index shall be calculated by averaging the 12 seasonally adjusted months ending 3 months prior to the expiration of the first period of the contract. This average is then compared with the average index for the 12-month period ending 3 months prior to the beginning of the contract, called the base index. The percentage increase or decrease by comparing these two indexes shall be applied to the contractor's invoices for orders placed during the price adjustment period.
- (2) The Government will notify the contractor in writing of the percentage increase or decrease to be applied to any invoices to be submitted for orders subject to price adjustment in accordance with this clause. Such percentage will be determined from the published index as set forth above. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs. Any applicable discounts will be calculated on the basis of the invoice price as adjusted.

If the Government exercises an option, the extended contract shall be considered to include this economic price adjustment clause.

**NOTE:** The Economic Price Adjustment (EPA) is NOT cumulative. The EPA is applied to the original contract price not to the original contract price plus any other EPAs applied.

**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 facility or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

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

**ORDERING:** Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from Date of Award through January 31, 2015 plus for such additional periods 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 items 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.

**OPTIONS:** Whenever an option is indicated in the specifications, it is the Government's option, not the contractor's, unless it is specifically stated otherwise.

**PAYMENT:** Submit all vouchers to: Comptroller, Stop FMCE, Office of Financial Management, U.S. Government Printing Office, Washington, D.C. 20401. Vouchers may be faxed to 202-512-0992. To expedite payment from GPO, use the bar code cover sheet. Refer to the following web page for instructions: <http://winapps.access.gpo.gov/fms/vouchers/barcode> . If the bar code cover sheet is used, fax the voucher and the bar code cover sheet to 202-512-1851 in lieu of the fax number listed above.



## SECTION 2. – SPECIFICATIONS

**SCOPE:** These specifications cover the production and installation of vehicle wraps requiring such operations as furnishing digital layout templates, electronic prepress of artwork, printing in four-color process, removal of existing wraps and installation of new wraps.

**TITLE:** Louisiana Army National Guard Vehicle Wraps

**FREQUENCY OF ORDERS:** Approximately 12 to 15 orders per year.

**SIZE:** As applicable to vehicle. **NOTE:** The wraps ordered on the same print order may be for different-sized vehicles or may print with different text/images.

**QUANTITY:** Approximately 1 to 3 vehicles per order.

**VEHICLE SIZES:** Vehicles requiring wraps will range from four-passenger mid-size sedans to heavy duty pick-up trucks (regular cab and extended / crew cab models), minivans and utility vehicles (i.e. 2009 H3 Hummer) and enclosed cargo trailers (6 x 8'). Domestic car manufacturers — General Motors, Ford and Dodge — will be presented under this contract. The majority (approximately 60%) of the vehicles requiring wraps will be 2009 Chevrolet Silverado 3500HD.

Full vehicle wraps will cover all surfaces of the vehicle except: front windshield, front driver/passenger side windows, plastic moldings, weather strips, plastic/vinyl bumpers, and all other non-display elements (which include headlights, tail lights, wheels, mirrors, etc.).

**GOVERNMENT TO FURNISH:** High resolution images divided into panels and a layout diagram consisting of text/images created in Adobe Illustrator, Photoshop, or Acrobat (current or near current versions) to be furnished via FTP. All printer and screen fonts will be furnished/embedded. Files will be furnished in native application or PDF format. A visual of the furnished electronic files will be provided. CMYK will be used for color identification.

**NOTE:** 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 archive immediately after completion of the contract.

Identification markings such as register marks, commercial identification marks of any kind, etc., carried in the electronic files, must not print on finished product.

Clean, wax-free vehicle(s).

Print Order (GPO Form 2511).

**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 have print capabilities above sixty-four (64) inches wide.

The contractor must be able to accept files electronically via a contractor-hosted FTP server. Appropriate log-on instructions and protocol must be provided at time of award. The contractor must provide necessary security for the FTP, which at a minimum, must have a unique user ID and password. The contractor is required to furnish an outlined, vector-based template of any vehicle to the agency, upon request.

**DESIGN SERVICES REQUIREMENT:** Contractor is required to perform all layout and graphic design for vehicle wraps. The contractor shall support all aspects of the vehicle wrap design, development, and layout, including delivery of the final high resolution digital file.

In support of the design services requirement, the contractor shall deliver the following:

- FTP site setup for transferring of documents, photos, proofs, etc.
- Proposed vehicle wrap design incorporating photos, agency logos and manuscript copy that supports the LA ARNG's overall theme. Contractor may be required to purchase high-resolution stock photography (rights-managed and/or royalty-free images). Any image purchase must be approved by agency for content and cost PRIOR TO image search activities and actual purchase. Failure to receive prior approval may put contractor at risk of non-payment for the image. Contractor is responsible for strict adherence to copyright license and usage of rights-managed images. Reimbursement for image purchases will be in the form of a contract modification.
- The contractor shall provide a series of drafts for internal coordination. These drafts shall be provided in electronic format to the LA ARNG's point of contact using Adobe Acrobat PDF format. All subsequent edits and changes provided to the contractor by the LA ARNG will be incorporated into each subsequent draft. Additionally, all changes made in each subsequent draft, up to and including the final draft, shall be identified by the contractor using change bars or similar technique.

**CONTRACTOR MUST NOT GENERATE THE FINAL PRODUCTION FILES PRIOR TO RECEIPT OF AN "OK FOR DESIGN" FROM THE ORDERING AGENCY.**

It is estimated that the completion time for the design services portion of this contract is approximately 10 hours per print order. Contractors must include a minimum of 10 hours of design time in their bid. **IMPORTANT:** Design hours exceeding the estimated 10 hours **MUST** be approved **PRIOR TO** performance. Failure to receive prior approval may put contractor at risk of non-payment for this portion of the contract.

**ELECTRONIC PREPRESS:** Prior to image processing, the contractor shall perform a basic check (preflight) of the furnished media and publishing files to assure correct output of the required reproduction image. Any errors, media damage, or data corruption that might interfere with proper file image processing must be reported to the contract administrator within 24 hours of receipt of the Government furnished material.

The contractor will be responsible for creating or altering 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.

**NOTE:** The electronic files furnished by the ordering agency will be a rough mock-up of the wrap. Contractor is required to assemble furnished files for wrap layout and create final file using furnished text and graphics. Contractor is responsible for furnishing software specific to adjusting text/images for different-sized vehicles.

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

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

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, unless otherwise specified. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government. (The Government will accept Adobe Acrobat Portable Document Format (PDF) files as digital deliverables when furnished by the Government.)

**PROOFS:** One (1) Adobe Acrobat (current version) PDF soft proof. PDF proof must be 1:20 scale. Proof will be transferred to the agency via email. The PDF proof will be evaluated for text flow, image position, and color breaks. Proof will not be used for color match.

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.

**PRIOR TO PRODUCTION SAMPLES:** Prior to the commencement of production of the contract production quantity, the contractor shall submit to the Government not less than two (2) printed prior to production samples each of a vehicle side wrap and window wrap. Samples must be a 2-sq. ft. sample printed on the stock specified herein. At contractor's option, any four-color process text and background image can be printed on the sample; however, both the vehicle wrap samples must be the same, and both the window wrap samples must be the same.

**NOTE: Prior to Production Samples will be required on the first order and anytime that the contractor changes stock manufacturers during the term of the contract.**

The container and accompanying documentation shall be marked "PRIOR TO PRODUCTION SAMPLES" and shall include the GPO Purchase Order, Jacket, Program, and Print Order numbers.

All samples shall be printed and constructed as specified and must be of the kind, and quality that the contractor will furnish. Samples will be inspected and tested for conformance of materials and must comply with the specifications as to construction, kind, and quality of materials.

**NOTE:** The contractor is to deliver all samples via traceable means.

The contractor must submit the samples within five (5) workdays of placement of first print order.

The Government will approve, conditionally approve, or disapprove the samples within five (5) workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefore.

If the Government disapproves of the samples, the Government may require the contractor to submit additional samples for inspection under the time, terms, and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event that the samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with article 12 "Notice of Compliance with Schedules" of contract clauses in GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 6-01)).

Manufacture of the final product (for each specific order) prior to approval of the samples submitted is NOT allowed. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities and on the equipment in which the contract production quantities are to be manufactured.

The contractor must not print prior to receipt of an "OK TO PRINT."

One set each of pre-production samples, when required, will be furnished to the ordering ANG location indicated on the Print Order and to the U.S. Government Printing Office, 1100 Commerce St., Rm. 731, Dallas, TX 75242. Attn: 1767S/ASheeler.

STOCK/PAPER: White Cast Vinyl Graphic Film, 2 mil thickness, equal to 3M Controltac Graphic Film IJ180Cv3-10 and 3M Scotchal Perforated Window Graphic IJ8171 with laminates or similar. (NOTE: Calendared NOT acceptable.)

PRINTING: Print wraps face only in four-color process. Inks used must have UV inhibitors to resist color change from exposure to sunlight.

Wraps must be G7 profiled and use inks that are properly formulated for substrate. All materials must withstand outdoor elements for a minimum of 3 years in weather conditions typical for the state of Texas with no fading, cracking or peeling. A RIP that provides an option for high quality color matching, such as Device Links Technology and/or ICC Profiles Technology and meets or exceeds industry tolerance to ISO 12647-2 standard for Graphic Technology (as of 3/19/09 and future amendments), must be utilized. Output must be a minimum of 1440 dpi to provide minimal banding.

WARRANTY: Manufacturer must warrant products against defects in materials and workmanship for a period of not less than five (5) years from the date payment is made. The provisions of Article 15, "Warranty," of Contract Clauses in GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 9-88)), are amended for this procurement to read "5 years from the date of electronic funds transfer tendered as final payment." Any corrections must be made within 20 working days from the date that the contractor is notified of the correction requirement.

NOTE: The GPO imprint requirement is waived.

MARGINS: Margins will be as indicated on the print order or furnished electronic media. Wraps bleed on all sides.

**BINDING:** Wrap pieces must be trimmed to appropriate sizes, allowing extra inches for corner wraps, if necessary.

**INSTALLATION:** Contractor must install the vehicle wraps on the required vehicles as specified on the print order at the contractor's facility. **NOTE:** The contractor is required to have an installation facility within a 100-mile radius of the specified ANG location. The ANG will transport the vehicles to and from the contractor location.

Contractor is responsible for all prep and cleanup of vehicle(s).

Contractor must be able to remove existing wraps from vehicle without damage to vehicle body, paint, or parts (including windows and antennae). Contractor must have the capability to remove any vehicle parts necessary for proper installation of graphics and reassemble parts after installation without incurring damage to wrap or vehicle or incurring additional costs.

**PREAWARD SURVEY:** In order to determine the responsibility of the contractor, the Government reserves the right to conduct a pre-award survey or to require other evidence of technical, production, and similar abilities to perform, prior to the award of a contract.

**PRE-PRODUCTION CONFERENCE:** A preproduction conference may be held at the production facility(s) on a mutually agreed upon date arranged between the GPO, LA ARNG, and the contractor. **NOTE:** Prior to this conference the contractor will submit (2) copies each of detailed written Production and Quality plans. The plans shall be submitted, within 5 business days from Date of Award, to the Contracting Officer, U.S. Government Printing Office, 1100 Commerce St., Rm. 731, Dallas, TX 75242, Attn: Production and Quality Plans 1767S/AS. The date for the conference will be scheduled after approval of the Production and Quality Plans. The purpose of the conference will be to discuss and review all aspects of the contractor's production and quality plans and to establish coordination of all internal and external operations required to complete this contract. The contractor will conduct this preproduction conference during which the previously approved plans will be reviewed in depth.

**Quality Systems Audit:** In connection with the preproduction conference, should the government elect, a quality systems audit would be conducted. Following the conference, GPO may conduct an in-depth audit of all contractor quality control methods, quality systems and quality plans in a formal walk-through. This audit would require the contractor to plan, in advance, all quality related functions which would be required to complete the contract. Should subcontractors be involved, a complete audit of their quality systems may also be performed. This procedure will be mandatory for all contractors doing GPO work for the first time.

Failure to maintain the quality systems in accordance with the contractor's plan approved by the Government may result in the Government's termination of the contract for default.

**LIABILITY OF GOVERNMENT OWNED PROPERTY:** Contractor must have the ability to secure Government vehicle(s) during installation (i.e. secure fenced area or suitable garage). The contractor will be held responsible for replacing lost or damaged Government property while in the possession of the contractor during the performance of this contract.

**DISTRIBUTION:** Contractor must install the vehicle wraps on the required vehicles for ANG locations throughout the state of Louisiana at the contractor's facility. **NOTE:** All wraps ordered on a single print order will be installed for one ANG location per order.

Complete quantity will be furnished with the print order.

All expenses incidental to submitting proofs and furnishing prior to production samples must be borne by the contractor.

**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).

PDF Proofs must be emailed to the email address specified on the print order. No definite schedule for pickup of material can be predetermined.

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

- Contractor must submit PDF proofs within three (3) workdays of notification of availability of print order and furnished material.
- Contractor must furnish prior to production samples within five (5) workdays of notification of PDF proof approval (samples required on the first print order and/or when stock changes during contract term).
- The Government will approve, conditionally approve, or disapprove the samples within five (5) workdays of the receipt thereof.
- Proofs will be withheld no more than three (3) workdays from their receipt at the ordering agency (the first workday after receipt of proofs at the ordering agency is day one (1) of the hold time).
- Per unwrapped vehicle, contractor must complete production and installation within 2 workdays of receipt of "O.K. to print" on proofs.
- Per existing wrapped vehicle, contractor must complete production and installation within 3 workdays of receipt of "O.K. to print" on proofs.

The ship/deliver date indicated on the print order is the date products ordered must be ready for agency pick-up at the contractor's facility.

Upon completion of each order, the contractor is to notify the ordering agency of the date of pick-up availability.

**RECEIPT FOR DELIVERY:** Contractor must furnish his own receipts for delivery. These receipts must include the GPO jacket number, program number, and print order number; total quantity produced; date of drop-off, date of pick-up and signature of the Government agent accepting product. The original copy of this receipt must accompany the contractor's voucher for payment.



SECTION 3. - DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices offered in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce orders for 12 months 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 a like period of time.

The following item designations correspond to those listed in the "Schedule of Prices".

I.				
	(a)	15		
	(b)	150		
	(c)	15		
	(d)	4		
II.				
	(a)			
		(1)		
			(i)	3
			(ii)	2
		(2)		5
	(b)			
		(1)		
			(i)	3
			(ii)	2
		(2)		5
	(c)			
		(1)		
			(i)	3
			(ii)	2
		(2)		5
	(d)			
		(1)		
			(i)	3
			(ii)	2
		(2)		5
	(e)			
		(1)		
			(i)	3
			(ii)	2
		(2)		5

SECTION 4. - SCHEDULE OF PRICES

Bids offered are F.O.B. Contractor's City.

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

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

An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government. Bids submitted with NB (No Bid) or blank spaces for an item may be declared non-responsive.

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

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

I. PREPRESS: Prices offered shall include the cost of all required materials and operations necessary for prepress and proofing of the product listed in accordance with these specifications.

(a) Prepress ...hourly rate ..... \$ \_\_\_\_\_

(b) Design Services / System Timework ...hourly rate ..... \$ \_\_\_\_\_

(c) PDF proofs 360 degree view / 1:20 scale of vehicle size ..... \$ \_\_\_\_\_

(d) Prior-To-Production Samples (2' x 2') ..... \$ \_\_\_\_\_

Design operations which cannot be properly classified under any other item shall be charged as "System Timework". Any charge made under "System Timework" must be supported by a statement outlining in detail the operation for which payment is claimed. In case of dispute, the Contracting Officer reserves the right to be the final judge as to the operations and/or number of hours chargeable under item (b).

\_\_\_\_\_  
Initials

II. PRINTING AND INSTALLATION: Prices offered shall include the cost of all required materials and operations necessary for the printing and installation of the product listed in accordance with these specifications.

(a) 4-door passenger car

(1) Removal of existing wrap

(i) Wrap in poor condition ..... \$ \_\_\_\_\_

(ii) Wrap in good condition..... \$ \_\_\_\_\_

(2) Installation of new wrap ..... \$ \_\_\_\_\_

(b) regular cab truck

(1) Removal of existing wrap

(i) Wrap in poor condition ..... \$ \_\_\_\_\_

(ii) Wrap in good condition..... \$ \_\_\_\_\_

(2) Installation of new wrap ..... \$ \_\_\_\_\_

(c) extended cab / crew cab truck

(1) Removal of existing wrap

(i) Wrap in poor condition ..... \$ \_\_\_\_\_

(ii) Wrap in good condition..... \$ \_\_\_\_\_

(2) Installation of new wrap ..... \$ \_\_\_\_\_

(d) mini-van, sport-utility vehicle (i.e. 2009 H3 Hummer)

(1) Removal of existing wrap

(i) Wrap in poor condition ..... \$ \_\_\_\_\_

(ii) Wrap in good condition..... \$ \_\_\_\_\_

(2) Installation of new wrap ..... \$ \_\_\_\_\_

(e) enclosed cargo trailer (6 ft x 8 ft)

(1) Removal of existing wrap

(i) Wrap in poor condition ..... \$ \_\_\_\_\_

(ii) Wrap in good condition..... \$ \_\_\_\_\_

(2) Installation of new wrap ..... \$ \_\_\_\_\_

\_\_\_\_\_  
Initials



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

Bidder \_\_\_\_\_

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

By \_\_\_\_\_

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

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

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 \_\_\_\_\_ Date \_\_\_\_\_ Certifier \_\_\_\_\_ Date \_\_\_\_\_  
(Initials) (Initials)

# 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 a 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 and 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 is 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.

**\*\*\*\*SAMPLE BID ENVELOPE\*\*\*\***

In order to insure proper processing of all bids, the following  
Information is required on all contractor furnished bid envelopes:

**JACKET OR PROGRAM NO.** \_\_\_\_\_  
**FROM** \_\_\_\_\_  
**ADDRESS** \_\_\_\_\_

(Please check appropriate box)

- BID
- NO BID
- CONFIRMATION OF TELEPHONE/TELEGRAPH BID

**POSTAGE  
STAMP  
REQUIRED**

**U.S. Government Printing Office  
Dallas Regional Printing Procurement Office  
1100 Commerce Street, Room 731  
Dallas, TX 75242**