

# Quotation Request //

## US Government Publishing Office

Agency Publishing Services  
732 North Capitol Street, NW  
Washington DC 20401-0001

**JACKET:030-438 R-5**

**Quotations are Due By:**

**(Eastern Time)10:00 AM on 10/11/2018**

**Submit Quotes Online, unless otherwise instructed, via: <https://contractorconnection.gpo.gov/openjobs.aspx>  
Contractor must provide mandatory W-9 form before GPO makes payment.**

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**TITLE:** Tickets: House Special Event Gallery Passes

**QUANTITY:** 9000 Total Thermal Tickets (3000 tickets of each item) each printed with different ink color versions, plus gold foil stamping.

Note: After preproduction samples are delivered, a determination will be made by the Agency of which version (either 1 or 2) to be printed will be decided.

R-5 Delivery Date Changed

Version 1: Has "admit Bearer to the Visitor's Gallery" in Italic Font

Item 1- Special Event Gallery Pass (Pantone's 566C Green).

Item 2- Special Event Gallery Pass (Pantone's 290C Blue).

Item 3- Special Event Gallery Pass (Pantone's 176C Pink).

Version 2: Has "Admit Bearer to the Visitor's Gallery" in Small Caps Font

Item 1- Special Event Gallery Pass (Pantone's 566C Green).

Item 2- Special Event Gallery Pass (Pantone's 290C Blue).

Item 3- Special Event Gallery Pass (Pantone's 176C Pink).

Revision 3: Contractor is responsible for reviewing specifications in its entirety due to extensive changes in specifications.

**SUBMISSION OF QUOTES:** Vendor to submit quotes via Quick Quote

(<https://contractorconnection.gpo.gov/OpenJobs.aspx>). Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to DC Team 2 on 202-512-1239/0307.

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

**TRIM SIZE:** 5-5/8 x 2-1/2"

**PAGES:** Face and back.

**SCHEDULE:**

Furnished Material will be available for pickup by 10/11/2018

Deliver complete (to arrive at destination) by 11/05/2018

F.O.B. destination

**QUALITY LEVEL:** 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 8-02)) applies.

**DESCRIPTION:**

All the requirements of these specifications apply equally to all items unless otherwise indicated herein.

Thermal ticket, 3 items print black line matter overprinting a solid background color on the face and back line matter only on the back. The final thermal ticket **MUST** be compatible for use with ?TM Vista Software Ticketing System and **MUST** be compatible with the TM Vista Ticketing Printer, Model: ?Micro-Plus.

Contractor must create the media for the timing mark printing on back. Timing mark must be compatible with the ?TM Vista Software Ticketing System and **MUST** be compatible with the TM Vista Ticketing Printer.

Trim Size: Individual ticket size for all 3 items: 5-5/8 x 2-1/2"

Printing: Prints face/back, head to head. Face of the individual ticket (3 items) prints line matter in black overprinting a solid bleed all sides back-ground color (3 different background colors one on each item). Contractor must create the media for printing the solid background image printing on the face of all four items. The back of the ticket prints black line matter, including a ticket printer timing mark that bleeds on the top edge of the ticket. Contractor must create the media for the timing mark. SEE "Ink" for the list of background colors for each item.

NOTE: Items have a common backer. There is a Mace printing in a screen of black on the common backer.

Ink must be formulated to be compatible with foil stamping (gold). No UV inks or coatings, and the opacity of the black timing marks on the back must have full ink coverage and be completely black and opaque in order to work in the machines. The timing mark must be 1/2 1/2 and print 1 1/16" from the left perforation on the back of the form (see previously printed samples). Timing mark location is critical to the feeding of the tickets into the thermal printer and must be correct.

Stock: **MUST** use KT 300 White thermal paper from Kanzaki Manufacturer. 7.2 - 7.5 mil. thickness or equal.

Stamping: Each ticket stamps an approximately 5-1/2 x 2 5/16" x 1/16" (thick) gold foil rectangle in API's Treasure 4037s (**MUST**) gold foil). Contractor must create the single-level stamping die for the 5-1/2 x 2 5/16 x 1/16 (rule thickness) gold foil rectangle. Stamped image must have solid impression and must be free of picking or the filling in of line matter.

Construction: Perforate the 2-1/2 continuous strip in two places to create the 5 5/8" individual ticket.

**DIGITAL PRINTING NOT ACCEPTABLE**

Final Printing:

Item 1: 3,000 Special Event Gallery Pass, PMS 566 Green

Item 2: 3,000 Special Event Gallery Pass, PMS 290 Blue

Item 3: 3,000 Special Event Gallery Pass, PMS 176 Pink

Total quantity (+/- None) = 9,000

NOTE: Each thermal ticket has gold foil stamped border, perforated between individual tickets and delivered in a continuous strip of 250 tickets per package.

**MATERIAL FURNISHED:** Contractor to pickup at GPO. One (1) CD with production files, GPO Form 952, visuals in the form of one (1) set of flat laser proofs of production file, and sample from previous.

Contractor to extend bleed as necessary. Contract to make any required adjustment to ensure all black type/rule are overprinted on the Pantone's background.

GPO Form 952 Desktop Publishing - Disk Information.

GPO Form 892c (R. 8/95) Proofs.

GPO Form 2678 (departmental random copies-blue label).

GPO Form 917 (Certificate of Selection).

Contractor to download the Labeling and Marking Specifications form (GPO Form 905, R. 7-15) from gpo.gov, fill in appropriate blanks, and attach to shipping containers.

Prior to image processing, the contractor is responsible for checking files contained on the furnished media to ensure that such features such as bleeds, register marks and correct file output selection have been provided for so as to correctly generate output for publishing. The contractor must apply necessary trapping. The contractor must generate output on a high resolution image processor.

In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet assigned quality level.

**PAPER:** \* Must be in accordance with JCP Paper Specification Standards in effect on date of this order White Kanzaki KT 300, 7.2 to 7.5 pt. thickness Thermal Ticket Stock or equal.

**COLOR OF INK:**

All Items: API's Treasure "4037s" Gold Foil and Black ink plus different Pantone's color for each item (Item 1: Pantone's 566 C (Green), Item 2: Pantone's 290 C (Blue), and Item 3: Pantone's 176 C (Pink)).

Eagle: Black Ink

**PRINT PAGE:** Head to Head

**MARGINS:**

Inadequate gripper.

Face: Common bleed all sides.

Back: Uncommon bleed to the top (timing mark).

Follow Furnished Media.

**PROOFS:**

**PRIOR TO PRODUCTION SAMPLES:** Prior to the commencement of production of the contract production quantity, the contractor shall submit 1650 total sample tickets (1500 sample tickets (2 versions of 3 items/250 prior to production samples (6 Total) on actual production stock ) to: USGPO, 44 H Street, NW, Central Receiving, Washington, DC 20401 Room C-730, Attn: Daniel Ramey (202-512-0224)  
**MARKED FOR REDISTRIBUTION TO:** Room H-124, Capitol Attn: Catherine.

Samples will be tested for conformance of materials and for construction. Each sample must be constructed as specified using the form, materials, equipment, and methods of production, which will be used in producing the final product. All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

Samples will be inspected and tested and must comply with the specifications in all respects. The container and accompanying documentation shall be marked **PREPRODUCTION SAMPLES** and shall include the GPO jacket, and purchase order. The samples must be submitted in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule.

The Government will approve, conditionally approve, or disapprove the samples within (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 therefor.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the 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 the additional 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 Contract Clause 12, "Notice of Compliance With Schedules," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor's risk. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity.

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

CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT" FROM DANIEL Ramey (202-512-0224 - dramey@gpo.gov).

**BINDING:**

Trim 4 sides.

**PACKING:**

Pack each item separately and identify.

Labeling/Marking: Include on all labels "DO NOT IRRADIATE".

Tickets to be delivered in continuous strips of 250 copies each, perforated and fan folded every two tickets.

Pack in quantities of 250 per shipping container -

Designate each shipping container by item and version (color).

NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

JOB TITLE: House Special Events Gallery Passes, REQUISITION NO. 8-115200678, QUANTITY, JACKET NO., NUMBER OF BOXES: EX. Box 1 of 4, Box 2 of 4...

Pack suitably per shipping container.

**DISTRIBUTION:**

Contractor must notify the ordering agency on the same day that the product ships/deliver via e-mail sent to dramey@gpo.gov. The subject line of this message shall be Distribution Notice for Jacket 030-438, Requisition Number 8-115200678. 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.

Deliver 3,000 tickets for each item (includes 50 Departmental Random "Blue Label" Copies for each item) via traceable means to: USGPO, 44 H Street, NW, Washington, DC 20401, GPO Platform, ATTN: Mr. Robinson, Marked for Redistribution to: Room H-124, Capitol Building, ATTN: Catherine PLATFORM TO HOLD - Contractor MUST call Daniel Ramey (202-512-0224) 24 hours prior to delivery to GPO.

Note: For the "Blue Label" Copies -- A copy of the Government furnished certificate (GPO Form 917) 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. NOTE: Form is also available at <https://www.gpo.gov/pdfs/vendors/sfas/Form917.pdf>.

Deliver 10 samples each of 3 items and all GFM via traceable means to: USGPO, 44 H Street, NW, Central Receiving, Washington, DC 20401, Congressional Publishing Services, ATTN: Sarah A. Wheeling (202-512-0224).

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

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

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:

ATTRIBUTE	SPECIFIED STANDARD
P-7. Type Quality and Uniformity	OK'd priors/Furnished Electronic Media
P-9. Solid or Screen Tints Color Match	Pantone Matching System

**PAYMENT:** Submitting invoices for payment via the GPO fax gateway (if no samples are required) utilizing the GPO barcode coversheet program application is the most efficient method of invoicing.

Instruction for using this method can be found at the following web address:

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

Invoices may also be mailed to: U.S. Government Publishing Office, Office of Financial Management, Attn: Comptroller, Stop: FMCE, Washington, DC 20401.

For more information about the billing process refer to the General Information of the Office of Finance web page located at <https://www.gpo.gov/how-to-work-with-us/vendors/how-to-get-paid>.

**Attachment(s):** NONE