

Quotation Request //

US Government Publishing Office

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

JACKET:032-598

Quotations are Due By:

(Eastern Time)10:00 AM on 11/26/2018

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

TITLE: 116th Congress Parking Stickers

QUANTITY: 4312 Total Die-Cut Numbered Labels (+/- none), as follows:

Item 1: "D" Labels: 8 Sets of each sequence, Numbered 002-010 (equals 72 total labels); Numbered 0001 (equals 8 total labels); and Numbered 0011-0059 (equals 392 total labels).

Item 2: "HG" Labels: 8 Sets of each sequence, Numbered 001-052 (equals 416 total labels); Numbered 062-064 (equals 24 total labels); Numbered 074-078 (equals 40 total labels); Numbered 087-091 (equals 40 total labels); Numbered 100-107 (equals 64 total labels); Numbered 116-120 (equals 40 total labels); Numbered 129-190 (equals 496 total labels); Numbered 0050-0061 (equals 96 total labels); Numbered 0065-0073 (equals 72 total labels); Numbered 0079-0086 (equals 64 total labels); Numbered 0092-0099 (equals 64 total labels); Numbered 0108-0115 (equals 64 total labels); and Numbered 0121-0128 (equals 64 total labels).

Item 3: "HB" Labels: 8 Sets of each sequence, Numbered 001-144 (equals 1,152 total labels).

Item 4: "HSB" Labels: 8 Sets of each sequence, Numbered 001-143 (equals 1,144 total labels)

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.

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote (<https://contractorconnection.gpo.gov/openjobs.aspx>). Fax, email, and phone quotes are not acceptable. Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to DC Team 1, 202-512-0310.

TRIM SIZE: Approximately 2 x 3" overall (Before Die-Cut)

PAGES: Face Only

SCHEDULE:

Furnished Material will be available for pickup by 11/27/2018

Deliver complete (to arrive at destination) by 12/21/2018

F.O.B. destination

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

DESCRIPTION:

****SPECIFICATIONS APPLY EQUALLY TO ALL ITEMS UNLESS OTHERWISE INDICATED****

SECURITY/WARNING: The contractor shall take all necessary precautions to insure against loss of forms, negatives, or other reproducible at any time prior to delivery by him to a transportation agent or delivery to destination. Proper control and handling must be maintained at all times to prevent any information or materials required to produce the product ordered under these specifications from falling into unauthorized hands. Unless otherwise indicated herein, all extra copies, materials, waste, etc., must be destroyed.

PRINTING:

SCREEN PRINTING required via multi-filament or mono-filament mesh with a squeegee. Tamper proof, pressure sensitive labels (which must be weather resistant for a period of two years) print as follows:

All items print a bleed all sides solid background (see "Ink Color" below) with line letter reversing out to white. **NOTE:** Individual label images for each item are consecutively numbered and imposed 9-up within the files.

Item 1: "D" Labels-- labels print full bleed solid Pantone 877C Silver with the following printing in Black: the letter "D", horizontal rule matter, and consecutive numbers (002-010) and Line Rule, (0001), 0011-0059) and Line Rule. Approximate ink coverage is 80%.

Item 2: "HG" Labels-- labels print full bleed solid Pantone 261C Dark Purple with the following reversed to white base: the letters "HG", horizontal rule matter, and consecutive numbers (001-052), (062-064), (074-078), (087-091), (100-107), (116-120), (129-190) and Line Rule, (0050-0061), (0065-0073), (0079-0086), (0092-0099), (0108-0115), (0121-0128) and Line Rule. Approximate ink coverage is 80%.

Item 3: "HB" Labels-- labels print full bleed solid Pantone Violet C with the following reversed to white base: the letters "HB", horizontal rule matter, and consecutive numbers (001-144). Approximate ink coverage is 80%.

Item 4: "HSB" Labels-- labels print full bleed solid Pantone 271C Light Purple with the following reversed to white base: the letters "HSB", horizontal rule matter, and consecutive numbers (001-143). Approximate ink coverage is 80%.

All Items/Labels: After printing, coat the entire surface of the face of each label with a clear protective, weather resistant coating.

CONSTRUCTION: Coat the entire back of all labels with a permanent type, pressure sensitive adhesive and mount on suitable size backing sheet with any easy, effective, removal feature. Die-cut labels to shape. At contractor's option, the backing sheet may be larger than the final trim size (waste removed) to facilitate the easy removal feature. The adhesive used must be suitable for adhering to automobile glass windshields. Labels will be used on vehicles and must withstand extreme weather conditions, withstand road chemicals, and car wash chemicals/materials; and must break into small pieces upon any attempt at removal after application.

FADE RESISTANCE: Labels must be guaranteed to retain their adhesive qualities and color for a period of not less than 24 months after application to automobiles. The inks used must not show any appreciable

change in color after exposure in an Atlas Fadeometer for 680 standard fading hours or its equivalent.

MATERIAL FURNISHED: Contractor to pickup at GPO. Electronic Media Information: Platform: Macintosh 10.3.5; Furnished Media: One CD-R. Software Programs: InDesign CS5 Version 5, Adobe Illustrator CS5 Version 13, and Photoshop CS5 Version 10. Files are in Native Format. Font Information: All fonts and bleeds are furnished.

Visual Information: Complete set of full size color laser visuals with label images 9-up (numbered sequentially, 3 across x 3 down); with magenta rule keyline for die-cut.

One (1) GPO Form 952 - Desktop Publishing - Disk Information

One (1) GPO Form 892 - Proofs

Contractor can 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.

Note: Prior to image processing, the contractor is responsible for performing a basic check (preflight) of the furnished publishing files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the contract administrator in sufficient time to comply with the shipping schedule.

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 RitRama 7236 Destructible Vinyl, White Void 2, .002 mil. thick.

COLOR OF INK:

Item 1: Pantone 877c and Black

Item 2: Pantone 261c Dark Purple

Item 3: Pantone Violet C

Item 4: Pantone 271c Light Purple

Plus protective weather resistant clear coat on all.

PRINT PAGE: One Side Only

MARGINS:

Follow Electronic Media; All labels bleed all sides.

PROOFS:

Prior to the commencement of production of the contract production quantity, the contractor shall submit samples to: U.S. Government Publishing Office, 44 H Street NW, Room C-730, Washington, DC 20401, Attn: Daniel Ramey Jr., 202-512-0224. 9 printed and dies cut samples will be tested for conformance of material(s). The container and accompanying documentation shall be marked PREPRODUCTION SAMPLES and shall include the GPO jacket, purchase order, and program numbers. 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 3 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 call GPO Contract Compliance Section at (202) 512-0520 or email compliance@gpo.gov immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department.

CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT".

BINDING:

See Description

PACKING:

Shrink Wrap each Item in individual sets and package in numerical order.

Pack suitably in shipping containers.

LABELING(package and/or container label): Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers. In addition to the regular markings, identify as indicated in "Packing" above.

NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

JOB TITLE: Senate Garage Parking Stickers

REQUISITION: 9-00179

JACKET NO.: 032-598

QUANTITY:

NUMBER OF BOXES: EX. Box 1 of 4, Box 2 of 4...

DISTRIBUTION:

F.O.B. DESTINATION: (TO ARRIVE AT DESTINATION ON OR BEFORE SCHEDULED DELIVERY DATE)

Deliver 4,312 labels, and all Government furnished material (packaged separately and identified) to: U.S. Government Publishing Office, 44 H Street NW, Washington, DC 20401. Attn: Mr. Greg Robinson, Marked for Re-Distribution to: Room SR-305, Russell Building, Attn: Nichole Kotschwar.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to dramey@gpo.gov The subject line of this message shall be "Distribution Notice for Jacket 032-598, Requisition 9-00179". 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.

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	Approved Preproduction Sample/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