

Quotation Request //

US Government Publishing Office

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

JACKET:038-576 R-1

Quotations are Due By:
(Eastern Time)2:30 PM on 12/13/2019

**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: RX Labels (Marginal Punched Continuous Forms)

QUANTITY: 6000 Labels in Continuous Feed Strips.

REVISION 1: SCHEULE CHANGE

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote (<https://contractorconnection.gpo.gov/openjobs.>). 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: APS DC, 202-512-0307.

.
TRIM SIZE: .

Backing Sheet - Width 3-1/2" x Depth 4-1/2"

Individual Label - Width 2-3/4" X Depth 4-1/4"

.
PAGES: Face Only

SCHEDULE:

Furnished Material will be available for pickup by 12/13/2019

Deliver complete (to arrive at destination) by 12/20/2019

F.O.B. destination

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

-MARGINALLY PUNCHED CONTINUOUS FORMS-

REVISION 1: SCHEULE CHANGE

CONTRACTOR WILL FURNISH: All services and materials required to comply with these specifications.

EQUIPMENT AND USAGE: Printer: Various Burster: Manual/Mechanical

PRINTING: Prints 5 lines of type matter in Pantone-286 (Blue), face only. Approximate ink coverage is 2%.

Clear, Sharp, Printing Required.

PERFORATIONS:

Tear line: Horizontal perforations on backing sheet shall be provided every 4-1/2" between labels. No

Breaks.

All perforations shall be cut clean and sufficiently deep to permit easy separation but not to tear in ordinary handling or in feeding through the machine.

ADHESIVE:

Labels are to be coated on back with a permanent type, pressure sensitive adhesive and mounted on a marginally punched continuous backing sheet. Labels must adhere to paper and paper by-products, plus plastic envelopes.

CONSTRUCTION:

Mount labels horizontally on a 3-1/2" wide backing sheet with 1/4" between labels vertically. Center labels left and right on the backing sheet.

Die-cut each 2-3/4 x 4-1/4" label to create 4 rectangular shaped adjoining segments (from top to bottom) as follows: 1 @ 2-3/4 x 1/2", 1 @ 2-3/4 x 2", 1 @ 2-3/4 x 1/2" and 1 @ 2-3/4 x 1-1/4". Follow Furnished Sample. No Splices.

Round all corners and remove all waste. The cut must not penetrate the backing sheet. The label stock used must provide minimum curl to ensure that the adhesive side does not contact the printed side when detached from backing sheet. Fanfold on continuous strips in suitable quantities.

MATERIAL FURNISHED: Contractor to pickup at GPO. .

One sample strip (2 sample labels) from a previous printing to be used as a camera copy, visual and general guide.

One GPO Form 917 (Certificate of Selection).

One GPO Form 2678 (Departmental random copies-blue label).

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.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order White Uncoated Label Paper, Basis Size 25 x 38", Basis Weight 50-60 lbs. per 500 sheets

COLOR OF INK:

Pantone 286(Blue)

PRINT PAGE: One Side Only

MARGINS:

FACE: Head: 9/16" Foot:3-3/8" Left: 13/16" Right: 1/16"

Margins are based on individual label size.

PROOFS:

None Required.

BINDING:

See Description

PACKING:

Fanfold sets suitably on tearline perforation. Pack 6,000 sets in durable uniform size Level C shipping containers which insure delivery at destination in a satisfactory condition ready for free passage through the

machines. No breaks per container (splices not acceptable).

NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

JOB TITLE: RX LABELS

REQUISITION: 0-00349 JACKET NO.: 038-576

QUANTITY: _____

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

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to kdethomisis@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 038-576, Requisition 0-00349. 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.

F.O.B. Destination: (Must Deliver On or Before the Scheduled Date):

Deliver 6,000 (Includes 80 Departmental Random Blue Label copies) labels and All Government furnished material to: U.S. Government Publishing Office, 44 H Street NW Washington, DC 20401 (GPO Platform). Attn: Mr. Robinson. Marked For Re-Distribution to: U.S. Capitol, Room H-166, Attn: Daniel Nunez.

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>.

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 III.
- (b) Destructive Tests -- Special Inspection Level S-2.

Specified standards to correspond with each required attribute as follows:

ATTRIBUTE	SPECIFIED STANDARD
P-7. Type Quality and Uniformity	Furnished Electronic Media
P-9. Solid and Screen Tint Color Match	Pantone Matching System

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. As part of the financial

determination, the contractor in line for award may be required to provide one or more of the following financial documents:

- 1) Most recent profit and loss statement
- 2) Most recent balance sheet
- 3) Statement of cash flows
- 4) Current official bank statement
- 5) Current lines of credit (with amounts available)
- 6) Letter of commitment from paper supplier(s)
- 7) Letter of commitment from any subcontractor

The documents will be reviewed to validate that adequate financial resources are available to perform the contract requirements. Documents submitted will be kept confidential, and used only for the determination of responsibility by the Government. Failure to provide the requested information in the time specified by the Government may result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

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