

Quotation Request //

US Government Publishing Office

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

JACKET:045-074 R-2

Quotations are Due By:
(Eastern Time)1:00 PM on 07/22/2021

**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: Committee on Appropriations - Blue Index Tabs

QUANTITY: 100 Sets Equal to 1,300 Individual Tabs (13 tabs per set). Typesetting Required.

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote (<https://contractorconnection.gpo.gov/OpenJobs>). Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to APS DC on 202-512-0307.

REVISION 2: SCHEDULE AND QUALITY LEVEL CHANGE

REVISION 1: SCHEDULE CHANGE

TRIM SIZE: 9 (includes 1/2" lip) x 11"

PAGES: 13 Tab dividers per set.

SCHEDULE:

Furnished Material will be available for pickup by 07/26/2021

Deliver complete (to arrive at destination) by 08/03/2021

F.O.B. destination

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

DESCRIPTION:

DIGITAL PRINTING IS ACCEPTABLE.

REVISION 2: SCHEDULE AND QUALITY LEVEL CHANGE

REVISION 1: SCHEDULE CHANGE

At contractor's option, product may be produced via conventional offset or digital printing provided that Quality Level 3 standards are maintained. Final output must be a minimum of 150 line screen

PRINTING: Tab lip prints face only, with type matter in Black ink.

Construction & Typesetting:

1st Bank of 5 Left to Right: Tabs 1 - 5 (5 cut)

FULL COMMITTEE, AGRICULTURE/FDA, COMMERCE / JUSTICE / SCIENCE, DEFENSE,
ENERGY AND WATER

2ND Bank of 5 Left to Right: Tabs 6 - 10 (5th cut)

FINANCIAL SERVICES, HOMELAND SECURITY, INTERIOR / ENVIRONMENT, LABOR / HHS /
EDUCATION, LEGISLATIVE BRANCH

3RD Bank of 3. Positions 1, 2 and 3 of a 5TH Cut: Tabs 11-13 (5th cut)
MILITARY CONSTRUCTION / VA, STATE / FOREIGN OPERATIONS, TRANSPORTATION / HUD

Die-cut tab dividers with a 1/2" lip along 11" right side, round corner lip only, straight, collated.

NOTE: Contractor to typeset to match PDF file sent for font and size. Center type on tab extension.

Drilling: (3) Three 3/8 holes; 4-1/4 center to center, centered, 1/4" from left margin.

MATERIAL FURNISHED: Contractor to receive. .

Via email after award.

One (1) Purchase order.

One (1) PDF file to match for type font and size. Contractor is responsible for type setting accuracy.

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
JCP Code* K10, Index; Blue, Basis Size 25.5 X 30.5" Basis Weight 90 lbs.

COLOR OF INK:

Black

PRINT PAGE: One Side Only

MARGINS:

Center type matter within tab lip.

PROOFS:

None required.

BINDING:

See "Description".

PACKING:

ASSEMBLY: STRAIGHT, COLLATED.

Individually shrink film wrap each collated set (13 tabs) with chipboard backing.

Pack suitably.

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to sforster@gpo.gov. The subject line of this message shall be Distribution Notice for Jacket 045-074, Requisition 1-17102820. 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 100 sets via traceable means to: U.S. Government Publishing Office, 44 H St. NW., Washington, DC 20401, GPO Platform, Attn: Mr. Robinson, Marked for Re-distribution to: H307 Capitol, Attn: Tom Tucker.

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 1.

(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 | Avg. type dimension/Furnished Electronic File |

Prior to award, contractor may be required to provide information related to specific equipment that will be used for production.

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 pre-award 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