

Quotation Request //

US Government Publishing Office

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

JACKET:048-040

Quotations are Due By:
(Eastern Time)10:00 AM on 07/26/2022

**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: Rubber stamps with wooden handle

QUANTITY: 12 Total Rubber Stamps.

Item 1: House Stamps - 3 copies

Item 2: Laid on - 3 copies

Item 3: Lost Stamps - 3 copies

Item 4: OK Stamp - 3 copies

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 Team on 202-512-2374.

TRIM SIZE: 1-1/4 x 1"

PAGES: Face Only

SCHEDULE:

Furnished Material will be available for pickup by 07/26/2022

Deliver complete (to arrive at destination) by 07/29/2022

F.O.B. destination

At destination on or before 07/29/22

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

DESCRIPTION:

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

PRODUCT: 4 different Rubber Stamps with wooden handles.

Stamp information should also be on the long edge of the wood (right reading). Each stamp has 2 to 3 lines of type plus 1 to 2 rules in a frame. The border does not bleed off the ends of the rubber stamp, it runs to the edge according to the file (see attached), the box should show the type inside.

NOTE: Mark each stamp with titles.

MATERIAL FURNISHED: .

Via email after award.

One (1) Purchase order.

One (1) PDF file with 4 pages. (see attached). The stamp area can be slightly larger at the contractor's option.

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.

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.

The contractor shall create or change 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.

COLOR OF INK:

See description herein.

PRINT PAGE: See Above

MARGINS:

Inadequate gripper. Follow Electronic File.

PROOFS:

None Required.

PACKING:

Pack in a manner to avoid damage during shipping. Pack each item separately and identify it. Mark each stamp with titles.

Pack suitably per shipping container.

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to sfoster@gpo.gov The subject line of this message shall be "Distribution Notice for Jacket 048-040, Requisition 2-117202491. 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.

Shipping Notification: Contractor to send email to sfoster@gpo.gov with the tracking information when the shipper has been established. The date, approximate time of arrival, and tracking numbers should be provided at that time.

Deliver total of 12 Stamps via traceable means to: U.S. Government Publishing Office, 44 H Street, NW, Washington, DC 20401, GPO Platform, Attn: Mr. Gregory Robinson, Marked for Re-Distribution to: HT-13 Capitol, Attn: Jonathan Gougisha

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	Furnished Electronic File
F-1 Trim Size	Visual Evaluation

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): Attachment(s) is/are part of the specification, click 'Download Attachment(s)' link below to view and print the attachments that are part of these specifications.

Download Attachment(s): <http://contractorconnection.gpo.gov/download.aspx?Jacket=048040>