

Quotation Request //

US Government Publishing Office

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

JACKET:409-150 R-1

Quotations are Due By:
(Eastern Time)11:00 AM on 07/22/2019

**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: EXIM Signage #3 Workstations

QUANTITY: 330 Total Signs equals to 300 Signs With Back Hooks, and 30 signs with double side tape for Wall Mount). Typesetting Required.

R1: Schedule

SUBCONTRACTING: The contractor may make contracts for the furnishing of all or any part of the supplies or work specified. Accordingly, Contract Clause 6, "Subcontracts," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18), does not apply to this procurement.

BUY AMERICAN ACT - NOTE: In compliance with Contract Terms, Contractor must state within quote submitted the Country of origin where the end product [Sign] is being manufactured. ([Indicate the Country of origin in the comments field when submitting Quotes using Contractor Connect.)

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.

TRIM SIZE: .

Overall size: 10-1/2 x 6-1/8" (1/4" Thickness).

Backer Panel: 10-1/2 x 6-1/8"

Right side Panel: 7-1/2 x 6-1/8"

Right side header Panel: 7-1/2 x 6-1/8"

Double side tape: 7-1/2 x 1/4"

Front Panel: 7-1/2 x 6-1/8"

Insert: 7-1/2 x 6-1/8"

Side Panel: 3 x 6-1/8"

Double side tape: 2 x 1/4"

Brushed Aluminum Strip: 10-1/2 x 5/16"

PAGES: see description herein.

SCHEDULE:

Furnished Material will be available for pickup by 07/23/2019

Deliver complete (to arrive at destination) by 09/22/2019

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

DESCRIPTION:

PRODUCT: Multi layer sign with printed clear film inseration. 300 Signs With Back Hooks, and 30 signs with double side tape for Wall Mount).

DIGITAL PRINTING REQUIRED (INSERT).

At contractor's option, the product must be produced via digital printing provided that Quality Level 3 standards are maintained. Final output must be a minimum of 150 line screen and at a minimum resolution of 2400 x 2400 x 1 bit or 600 x 600 x 8 bit depth technology. Digital device must have a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

INSERT (PRINTING): Print with type/rule matter in raised printing in Black matt ink.

TYPESETTING: Contractor to type set 4 lines of type and one dash for each sign (Total 263) in same type face and type size of provided sample. Note: 263 names will be provided for signs. 67 signs will be blank for vacant spaces.

DIGITAL PRINTING REQUIRED (AGENCY SEAL).

The product must be produced via inkjet wide-format digital printing provided that Quality Level III standards are maintained. Final output must be wet ink, pigment-based. Dry ink/toner printing is not acceptable. Output must be at a minimum resolution of 720 x 720 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

AGENCY SEAL: Print a 1-1/2" in diameter fine detailed agency seal (first surface printing) in opaque white on the non-glare acrylic side panel, seal located 1/2" from the top edge, and centered across the 3" side panel dimension.

CONSTRUCTION: A backer panel base, 1/8" clear acrylic (10-1/2 x 6-1/8").

On the **RIGHT SIDE** of the base acrylic, mount a 1/8" (7-1/2 x 6-1/8") clear acrylic using strong acrylic adhesive, and flush with the top, bottom and right edges, then mount an approx. 1/16" (7-1/2 x 6-1/8") brushed aluminum to flush with top, bottom and right edges using a strong suitable adhesive. Install two 7-1/2 x 1/4" stripes of double side tape on the brushed aluminum, approx. 40 mil thickness, flush with the top, and bottom edge then a piece of approx. 1/16" clear acrylic (7-1/2 x 6-1/8"), flushed to the top, bottom, and right to form the pocket for the insert.

On the **LEFT SIDE** of the base acrylic, Install three 3 x 1/4" stripes of double side tape, approx. 40 mil thickness, two to flush with the top, and bottom, and one 2-1/8" from the top edge then a piece of 1/4" non-glare acrylic (3 x 6-1/8"), flushed to the top, bottom, and left of the acrylic base.

NOTE: The non-glare acrylic on **LEFT SIDE**, and 1/16" clear acrylic on the **RIGHT SIDE** should flush together (same level).

Install 3 stripes (approx. 1/16" thickness) of brushed aluminum (10-1/2 x 5/16") to cover the double side

tape, and extended over side panel (2 flushed with the top, and bottom, and one 2-1/8" from the top edge).

HANGING MATERIALS:

Back hooks are approx. 1/16" thickness U shaped clear acrylic with 1/2" gap between the two sides of the U, to be installed on the back of 300 signs using double side tape (7-1/8 x 3/8"), starting 1/8" from right side. Suitable double side wall adhesive (4 stripes) to be installed on the back of 30 signs (7-1/8" x 1/2"), starting 1/8" from right side.

WARRANTY: Contract Clause 15, "Warranty", of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) is amended for the solicitation to the effect that the warranty period is **EXTENDED** from 120 days to one calendar year from the date the check is tendered as final payment. All other provisions remain the same.

MATERIAL FURNISHED: Contractor to pickup at GPO. .
Two Excel Files to be used for typesetting for the inserts.

One (1) previous sample to follow for construction and to be used as a general guide.

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 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.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
Backer Panel: 1/8" clear acrylic.

Right side Panel: 1/8" clear acrylic.

Right side header Panel: approx. 1/16" brushed aluminum.

Double sided tape (approx. 40 mil): Resists moisture, UV and solvents tape equal to 3M VHB Tape in characteristics.

Right side front Panel: 1/16" clear acrylic.

Insert: 15 mil clear film.

Side Panel: 1/4" non-glare acrylic equal to Rowmark non-glare (P99).

Strip (3 total for each sign): approx. 1/16" brushed aluminum.

Back Hooks: 1 approx. 1/16" clear acrylic.

MATCH PROVIDED SAMPLE.

COLOR OF INK:

INSERTS: Black (Matte).

SIDE PANEL: Opaque White.

PRINT PAGE: See Above

MARGINS:

See description herein.

PROOFS:

E-MAIL PROOFS (indicate margins): **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT"**. One set of E-Mailed Electronic Page Proofs. Contractor to submit one Press Quality PDF soft proof (for content only) using the same Raster Image Processor (RIP) that will be used to produce the final printed product. PDF proof will be evaluated for text flow, image position, and color breaks. Proof will not be used for color match.

E-Mailed proofs (marked with Jacket/Req. Number plus return name and E-Mail address) directly to the Agency at Cametrick.nesmith@exim.gov. Contractor must call GPO Contract Compliance Section at (202) 512-0520 immediately upon E-Mailing proofs and immediately upon receiving the returned proofs (or OK E-Mail) back from the Department. Proofs will be withheld not more than 3 workdays from receipt at the Department to receipt in the contractor's plant.

PLUS (after approving electronic proofs).

PRIOR TO PRODUCTION SAMPLES: Prior to the commencement of production of the contract production quantity, the contractor shall submit three samples to: Export Import Bank of the United States, 811 Vermont Avenue, 10D-19, NW, Washington, DC 20571, ATTN: Cametrick Nesmith (202-565-3378). 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 (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.

PACKING:

Pack the inserts separately with a paper sheet between each one to avoid them from sticking together or smear the ink. Pack in a manner to avoid damage during shipping.

Clearly Mark/Label the shipping container that contains the 30 wall mounted signs.
Pack suitable per shipping container.

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to Cametrick.nesmith@exim.gov. The subject line of this message shall be "Distribution Notice for Jacket 409-150, Req. No. 9-00002. 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 total 330 signage via traceable means to: Export Import Bank of the United States, 811 Vermont Avenue, 10D-19, NW, Washington, DC 20571, ATTN: Cametrick Nesmith (202-565-3378)

All expenses incidental to returning materials, submitting/returning proofs, and furnishing samples 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 prior/Furnished electronic media

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

Certified for National Defense Under DMS Reg 1 or DPS Reg 1 Rated DO-C-9