

# Quotation Request //

## US Government Publishing Office

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

**JACKET:409-439 R-2**

**Quotations are Due By:**  
**(Eastern Time)10:00 AM on 06/03/2020**

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

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**TITLE:** Drugs of Abuse 2019 edition

**QUANTITY:** 60000 Saddle Stitched Pamphlets.

R-2; Revised Specifications.

R-1; Increase Dollar Amount

**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 202-512-0307.

**BIDDERS, PLEASE NOTE:** GPO has issued a new Government Paper Specification Standards, No. 13, dated September 2019. Prospective bidders should carefully read this publication as the applicable standards 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.

**QUOTATIONS:** The offerer is to quote the maximum quantity, inclusive of all costs that will be delivered to Department of Justice per specification requirements, for a total of \$ 46,150.00. In addition, the offerer must quote a separate additional price for 16 copies for the Superintendent of Documents (SuDocs). The price for the SuDocs quantity must be based on a continuing run of the quantity produced for DOJ, exclusive of all basic or preliminary charges. Quotations must include the cost of all materials and operations for the total quantity ordered. Quotations should be prepared in conformance with the Schedule of Prices.

**BASIS FOR AWARD:** The contract will be awarded to that responsible offerer whose bid conforming to the solicitation provides the lowest overall cost per copy to the Government, including prompt payment discount. The lowest overall cost per copy will be calculated by dividing the total price (\$\_ plus the price quoted for SuDocs copies) by the total number of copies to be delivered (number of copies quoted for Department of Justice plus 16 copies for SuDocs). See Schedule of Prices.

-----SCHEDULE OF PRICES-----

-----Quantity-----Cost

Department of Justice----- 60,000 copies -----\$ 46,150.00.

SuDocs ----- 16 copies----- \$ 00.00

TOTAL QTY and TOTAL COST:----- 60,016 -----copies \$ 46,150.00.

TOTAL COST/TOTAL QUANTITY = COST per COPY-----\$ 1.30

**TRIM SIZE:** 8-1/2 x 11"

**PAGES:** 112 includes separate wrap around cover.

**SCHEDULE:**

Furnished Material will be available for pickup by 06/05/2020

Deliver complete (to arrive at destination) by 06/30/2020

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 NOT ACCEPTABLE

Covers 1, 2 and 3 print in full bleed (heavy coverage)with type matter, illustrations, images, agency seals and solids in 4- color process plus some type reversing out to appear white. Covers 4 is blank.

Text pages print face and back (head to head) with type matter, images, screen tints and solid headers that bleed top, left, and right (headers must register on all pages and align across the bind) in 4-color process plus some type reversing out to appear white.

**MATERIAL FURNISHED:** Contractor to receive. .

Via email after award. One Purchase Order.

(3) PDF Files.

GPO Form 2678 (departmental random copies-blue label).

GPO Form 917 (Certificate of Selection).

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  
Covers: JCP Code\* L10, Litho Coated Cover, White, Basis Size 20 X 26" Basis Weight 80 lbs.  
Text: JCP Code\* A180, Gloss-Coated Text, Basis Size 25 X 38" Basis Weight 70 lbs.

**COLOR OF INK:**

4-color process.

**PRINT PAGE:** Head to Head

**MARGINS:**

Inadequate gripper covers bleed all sides, scattered text pages  
bleeds all sides

**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 SAOS.Printing@USDOJ.GOV. Contractor must call/email GPO Contract Compliance Section at (202) 512-0520/Compliance@gpo.gov 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 (2) workdays from receipt at the Department to receipt in the contractor's plant.

**BINDING:**

Saddle stitch in 2 places on 11 inch side.

Trim 3 sides.

Paper Covers: Wrap around. Trim flush, Grain must run parallel to spine.

Cracks and wrinkles are not acceptable.

**PACKING:**

Mark all cartons with:

Job Title: Drugs of Abuse 2019 Edition

Requisition: 9-01330-CP

Jacket: 409-439

Quantity: 1 box of 2 etc....

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 SAOS.Printing@USDOJ.GOV. The subject line of this message shall be "Distribution Notice for Jacket 409-439, Req. No. 9-01330 C-P. 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 60,000 pamphlets (includes 200 departmental Random "Blue Label" Copies) via traceable means to: DEA, 8701 Morrissette Drive, Springfield, VA 22152, Attn: CPO-Drew

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>

Deliver 1 copy to: BAC 1523-01, U.S. Government Publishing Office, Federal Depository Library Program, Mail Stop: FDLP, 44 H St. , NW, Loading Dock, Washington, DC 20401. Marked Item No: 0967A00

Deliver 15 copies to: BAC (By Law) 1525-01, Library of Congress, U.S./Anglo Division,Division, 101 Independence Avenue, SE, Stop 4276, Washington, DC 20540-4276. Marked: Depository File Copies.

NOTE: All shipments to this destination must be via FedEx, UPS or United States Postal Service (USPS). 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 electronic proof/Furnished Electronic Media
P-10. Process Color Match	OK'd electronic proof/ 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