

Quotation Request //

US Government Publishing Office

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

JACKET:409-623

Quotations are Due By:
(Eastern Time)1:30 PM on 08/31/2020

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

TITLE: Aircraft Carrier Requirements and Strategy 1977-2001

QUANTITY: 763 Notch Bound Books with agency provided Post Card Insert Plus 13 QARC's and (4) different types of Digital Deliverables.

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 DC APS 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.

Any modification that results in a price change must be authorized before the contractor proceeds. Failure to obtain this authorization may result in non-payment for those modifications.

NOTE: Vendors are expected to submit invoices within 30 days of job shipping/delivery.

TRIM SIZE: 6-9/16 x 9-1/2" bind on 9-1/2" dimension

PAGES: 200 pages plus separate wrap around notch bind, hinge score on cover.

SCHEDULE:

Furnished Material will be available for pickup by 09/02/2020

Deliver partial (to arrive at destination) 63 copies by 09/14/2020.

Ship complete by 09/21/2020

F.O.B. destination and F.O.B. contractor's city/origin - See Below

F.O.B. Contractor's City: Ship approx. 237 copies to approx. 228 addresses using the agency permit number (most economical method, see file with permits) by September 17, 2020 via mail.

All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for "Domestic Mail" or "International Mail" as applicable.

NOTE: In accordance with United States Postal Service (USPS) regulations, contractor may be required to run distribution files on each order through CASS and the National Change of Address (NCOA) service database to verify addresses are NCOA certified, as required. All related costs to perform this operation must be included in submitted bid pricing. No additional reimbursement will be authorized. Evidence of mailing must accompany the contractor's invoice when billing.

FOB Destination: Deliver partial of 63 copies by September 14, 2020 to 1 address.

Ship total of 463 copies by September 17, 2020 to 3 addresses as indicated under "Distribution" herein.

PRIVACY ACT NOTIFICATION: This procurement action requires the contractor to do one or more of the following: design, develop, or operate a system of records on individuals to accomplish an agency function in accordance with the Privacy Act of 1974, Public Law 93-579, December 31, 1974 (5 U.S.C. 552a) and applicable agency regulations. Violation of the Act may involve the imposition of criminal penalties as stated in 5 U.S.C. 552a (i)(1) **CRIMINAL PENALTIES**. It is incumbent upon the contractor to inform its officers and employees of the penalties for improper disclosure imposed by the Privacy Act of 1974, 5 U.S.C. 552a, specifically, 5 U.S.C. 552a (i)(1) **CRIMINAL PENALTIES** and m(1) **GOVERNMENT CONTRACTORS**.

PRIVACY ACT

(a)The contractor agrees:

(1) to comply with the Privacy Act of 1974 and the rules and regulations issued pursuant to the Act in the design, development, or operation of any system of records on individuals in order to accomplish an agency function when the contract specifically identifies (i) the system or systems of records and (ii) the work to be performed by the contractor in terms of any one or combination of the following: (A) design, (B) development, or (C) operation;

(2) to include the solicitation notification contained in this contract in every solicitation and resulting subcontract and in every subcontract awarded without a solicitation when the statement of work in the proposed subcontract requires the design, development, or operation of a system of records on individuals to accomplish an agency function; and

(3) to include this clause, including this paragraph (3), in all subcontracts awarded pursuant to this contract which require the design, development, or operation of such a system of records.

(b) In the event of violations of the Act, a civil action may be brought against the agency involved where the violation concerns the design, development, or operation of a system of records on individuals to accomplish an agency function, and criminal penalties may be imposed upon the officers or employees of the agency where the violation concerns the operation of a system of records on individuals to accomplish an agency function. For purposes of the Act when the contract is for the operation of a system of records on individuals to accomplish an agency function, the contractor and any employee of the contractor is considered to be an employee of the agency.

(c) The terms used in this clause have the following meanings:

(1) "Operation of a system of records" means performance of any of the activities associated with maintaining the system of records including the collection, use, and dissemination of records.

(2) "Record" means any item, collection or grouping of information about an individual that is maintained by an agency, including, but not limited to, his education, financial transactions, medical history, and

criminal or employment history and that contains his name, or the identifying number, symbol, or other identifying particular assigned to the individual, such as a finger or voice print or a photograph.

(3) "System of records" on individuals means a group of any records under the control of any agency from which information is retrieved by the name of the individual or by some identifying number, symbol, or other identifying particular assigned to the individual.

QUALITY LEVEL: 2 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

PRINTING: Print covers plus Spine head to head in 4-color process Text prints head-to-head in Black ink.

Format: Covers 1 and 4 and spine print a full coverage solid background, illustrations, screen tints and type and rule matter with some type reversing out to appear white in 4-color process. Covers 2 and 3 are blank. After printing, flood coat the entire surface over the printing of Covers 1 and 4 plus spine with a clear aqueous dull coating.

Text is paginated i thru x and 1 thru 190. Prints with type and rule matter, halftones and illustrations. After printing, flood coat the entire surface over the printing with a clear aqueous dull coating.

The "GPO for sale line" and ISBN bar code prints on all copies. ISBN 978-1-943604-53-1 Stock Number 008-000-01353-5.

PRESS SHEET INSPECTION: Final makeready press sheets will be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. NOTE: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain control bars for each color of ink on the sheet. Control bars must be placed parallel to the press ink rollers. The control bars must show areas consisting of 1/8 x 1/8 minimum solid color patches; tint patches of 25, 50, and 75%; dot gain scale (such as, BRUNNER, GATF, GRETAG, or RIT); and gray balance patches for process color (if applicable). These areas must be repeated across the entire press sheet.

Viewing Light: Press sheets will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ISO 3664-2009; a viewing booth under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

The contractor must notify the GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least (3) workdays prior to the inspection. Notify the U.S. Government Publishing Office, Contract Management Division, Quality Control for Published Products Section (CSPS), Washington, DC 20401, on telephone area code (202) 512-1162.

Telephone calls will only be accepted between the hours of 8:00 am and 2:00 pm, prevailing eastern time. Note: See contract clauses, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1 18)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

MATERIAL FURNISHED: .

Via Contractor's FTP site.

One set of production files using Mac operating system version 10.14.1 using InDesign cc2020 version 15, Illustrator cc2020 version 24 and Photoshop cc 2020 version 21. Files are supplied in native format. All graphics and fonts are supplied. CMYK color system used.

One excel file with Distribution files.

Purchase Order

GPO Form 892c (R. 12/17) Proofs.

GPO Form 952 Desktop Publishing - Disk Information.

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

GPO Form 2686 QARC Random copies sampling & shipping instructions.

GPO Form 915 (Business Reply 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.

Minimum 175 line screens required.

1. **DIGITAL DELIVERABLE:** Upon completion, the contractor must furnish one CD-R with final production files converted to a single simple Acrobat PDF file "Optimized for Press" with proper color mode. CD-R disc must be ISO 9660 compliant. (image file).

2. **DIGITAL DELIVERABLE:** Upon completion of each order, the contractor must furnish one set of final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, Postscript files, Adobe Acrobat, Portable Document Format (PDF) files, or any proprietary file formats

other than those supplied, unless specified by the Government.

3. **DIGITAL DELIVERABLE:** Upon completion, the contractor must furnish one CD-R with final production files converted to a single simple Acrobat PDF file "Optimized for Press" with proper color mode. CD-R disc must be ISO 9660 compliant. This file must show all trim lines.

4. **DIGITAL DELIVERABLE:** Web-ready PDF, no larger than 300 dpi, without trim lines, containing cover imagery and entire book (not broken into chapters).

The digital deliverables must be an exact representation of final printed product.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
COVER: JCP Code* L62, No. 2 Silk / Dull-Coated White Cover, Basis Size 20 X 26" Basis Weight 80 lbs.

TEXT: JCP Code* A262, No. 2 Silk / Dull-Coated Text, Basis Size 25 X 38" Basis Weight 70 lbs.

COLOR OF INK:

See "Description" herein.

PRINT PAGE: Head to Head

MARGINS:

Cover: Inadequate gripper margins. Contractor to determine spine thickness and adjust, backstrip, if necessary. Follow furnished electronic media.

Text: Adequate gripper margins.

PROOFS:

One (1) set of digital color content proofs for entire publications. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi. Proofs must be created using the same Raster Image Processor (RIP) that will be used to produce the product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size of the product.

PLUS

One (1) set of digital one-piece composite laminated halftone proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi for covers, spine, and two random text pages.

At contractor's option, one (1) set of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted in lieu of digital one-piece composite laminated halftone proofs. A proofing RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles Technology, and meets or exceeds industry tolerance to ISO 12647-7 standard for Graphic Technology (as of 2016 and future amendments) must be utilized. Proofs must be ripped and sent at plate resolution (minimum of 2400 x 2400 dpi). If using a 1 bit tiff, the tiff must be made at a minimum of 2400 dpi. Output must be a minimum of 2400 x 1200 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain both of the following to be evaluated for accuracy: 3-tier color control strip: IDEAlliance ISO 12647-7 2013(i1), and the GPO Resolution target found www.gpo.gov/gporestarget.pdf. NOTE: If a contractor chooses this proof option, prior evaluation and approval of this proofing method must be provided by GPO, Quality Control for Published Products, to ensure that the final product will be produced in accordance with

contract specifications. See instructions at:

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qlsamples6f200c30b44a64308413ff00001d133d.pdf>. Failure to obtain this evaluation and approval may be cause for the job to be rejected should the final product not match the proofs for color.

Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8 x 1/8" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

Send proofs together with the (furnished media, electronic files) directly to: The Communication and Outreach Division, Naval History and Heritage Command, Bldg 36, Ste 316, 720 Kennon St. SE, Washington Navy Yard, DC 20374, attn: Carsten Fries 703-625-6025, 202-433-3902 or 202-433-7880, carsten.fries@navy.mil. Coordinate delivery at least one day in advance with agency, base access is restricted. Contractor must call GPO Contract Compliance Section at 202-512-0520, or e-mail information to compliance@gpo.gov immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than 2 workdays from receipt in the department to when they are made available for pickup at the department. **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT"**.

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BINDING:

Perfect Bind (Notch Bind) on the left 9-1/2" dimension. Paper Covers. Wrap Around. Glued On. Trim Flush. Trim 3 Sides. Grain must run parallel to spine. NOTE: Hinge Score Covers.

PACKING:

237 post cards (provided by the agency) approx. 4 x 5" to be inserted in mailed copies of publication (Distribution 1) and 63 post cards to (Distribution 2).

Bulk Shipments:

Pack in shipping containers not to exceed 40 pounds when fully packed.

Mail Shipments:

For individually mailed copies: Contractor must use a padded Jiffy Pack or comparable protective casing for each book.

25 Sales Copies: Include stock number on shipping label. Stock Number 008-000-01353-5.

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DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to carsten.fries@navy.mil. The subject line of this message shall be "Distribution Notice for Jacket 409-623, Requisition 9-210023G. 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. Contractor's City;

Note: These are US Postal Service addresses; contractor must NOT ship via UPS or FedEx.

All copies mailed must conform to the appropriate regulations in the U.S. Postal Service manuals for "Domestic Mail" or "International Mail" as applicable.

The contractor is to mail approx. 237 copies to approx. 228 addresses packed in individual mailing containers Contractor to insert government furnished post card for each copy. Contractor to use agency's furnished appropriate mailing permit in accordance with the addresses provided on furnished "Distribution List" (Distro 1).

F.O.B. Destination:

Deliver partial 63 copies by September 14, 2020 (including 50 Departmental Random "Blue Label" copies, (please note: agency will not accept any overage) via traceable means to: Communication and Outreach Division, Naval History and Heritage Command, Attn: Carsten Fries, Bldg. 36, Ste. 316, 720 Kennon St SE, Washington Navy Yard, DC 20374. Coordinate Delivery in advance with contacts. Base access is restricted: Carsten Fries, 703-625-6052 or Margaret Reborchick, 202-433-7880. Contractor to insert government furnished post card in each copy.

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>

Ship 15 copies via traceable means to: Library of Congress, BAC (By-Law) 1525-01, U.S. Serials and Government Documents Section, U.S. Anglo 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).

Ship 423 copies via traceable means to: U.S. Government Publishing Office, (BAC (FDLP) 1520-01), Federal Depository Library Office (FDLP), Document Warehouse, 8660 Cherry Lane, Laurel, MD 20707-4986. Marked Item No: 0399-A-04.

Ship 25 copies (BAC (Sales/Subscriptions) 1510-01 to: US Government Publishing Office, Documents Warehouse, Receiving Branch, STOP SSWR, 8660 Cherry Lane, Laurel, MD 20707-4986.

Ship 1 sample copy, 4 digital deliverables and Government Furnished Material via traceable means to: 720

Kennon Street, SE, Washington, DC 20374. Must coordinate delivery in advance with agency contacts. Base access is restricted; Carsten Fries (202) 433-3902, carsten.fries@navy.mil NHHC Publishing Section (202) 433-7880.

All expenses incidental to returning materials, submitting proofs, and furnishing sample 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-----	OK Press Sheets-----
P-8. Halftone Match (Single and Double Impression)-----	OK Press Sheets-----
P-10. Process Color Match-----	OK Press Sheets-----

Special Instructions: In the event that inspection of press sheets is waived by the Government, the following listed alternate standards (in order of precedence) shall become the Specified Standards:

- P-7. OK Proofs, Furnished Electronic Media
- P-8. OK Proofs, Furnished Electronic Media
- P-10. OK Proofs, Furnished Sample.

QUALITY ASSURANCE RANDOM COPIES: The contractor will be required to sign a statement furnished by GPO certifying that copies were selected as directed. Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket and Purchase Order numbers, must be furnished with billing as evidence of mailing.

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