

# Quotation Request //

## US Government Publishing Office

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

**JACKET:409-719 R-1**

**Quotations are Due By:**  
**(Eastern Time)1:00 PM on 02/03/2020**

**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:** Various Types of SAOS Posters.

**QUANTITY:** 600 Total Posters equal to 200 copies of Item 1, 200 copies of Item 2, 100 copies of Item 3, and 100 copies of Item 4 Plus One (1) Set of Digital Deliverables.

R1: PAPER (ITEMS 3, & 4).

Item 1: Domestic Map.

Item 2: New\_BadgeFlag\_12x18

Item 3: DEAUSBadge-gold

Item 4: DEA Seal-color lineart-PMS color key

**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.

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**TRIM SIZE:** .

Item 1: 18 x 12"

Item 2: 12 x 18"

Item 3: 22 x 22"

Item 4: 22 x 22"

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**PAGES:** Face only.

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**SCHEDULE:**

Furnished Material will be available for pickup by 02/13/2020

Deliver complete (to arrive at destination) by 03/03/2020

F.O.B. destination

**QUALITY LEVEL:** 4 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 both items unless otherwise indicated herein.

**DIGITAL PRINTING NOT ACCEPTABLE**

Item 1: Print face only with illustration (map), type matter, screen tints, fine detailed agency badge, and solids in 4-color process; bleeds left, and right.

Item 2: Print face only with type matter, fine detailed agency badge, and illustration in 4-color process; bleeds all sides.

Item 3: print face only with fine detailed agency badge in 4-color process; no bleed.

Item 4: print face only with agency logo in Black, Pantone's 320, Pantone's 505, and Pantone's 377; no bleed.

**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.

**MATERIAL FURNISHED:** Contractor to pickup at GPO. .

One (1) CD-R with the following:

- Two (2) PDF files of Items 1, and 4. Contractor to resize Item 4 as necessary, and convert from 4-color process to Black, Pantone's 320, Pantone's 505, and Pantone's 377
- Two JPE files of Items 2, & 3. Contractor to resize Item 3 as necessary.

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 is responsible for checking files contained on the furnished media to ensure that such features such as bleeds, register marks and correct file output selection have been provided for so as to correctly generate output for publishing. The contractor must supply necessary trapping. The contractor must generate output on a high resolution image processor.

In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet assigned quality level.

**PAPER:** \* Must be in accordance with JCP Paper Specification Standards in effect on date of this order  
\*\*Items 1, & 2: JCP Code\* L10, Litho Coated Cover, White, Basis Size 20 X 26" Basis Weight 80 lbs.  
Items 3, & 4: JCP Code\* Q20, Railroad Board, White, Basis Size 22.5 X 28.5", 48.0 mils.

NOTE: At contractor's option, two (2) 24 mils. smooth uncoated stocks mounted together for a total thickness of 48 mils. may be used in lieu of 48.0 mils. Railroad board. If a contractor chooses this option, inks must not smear or smudge, and Ply one and ply two must not prematurely separate.

\*\*The requirement for postconsumer fiber (as specified in the Government Paper Specification Standards No. 12) for this contract is waived. However, the addition of post-consumer fiber is encouraged provided that the requirements of this Standard are met. All other attributes remain the same.

**COLOR OF INK:**

Items 1 thru 3: 4-color process.

Item 4: Black, Pantone's 320, Pantone's 505, and Pantone's 377

**PRINT PAGE:** Head to Head

**MARGINS:**

Item 1, and 2: Inadequate gripper (uncommon bleed).

Items 3, and 4: Adequate gripper (Centered).

Follow electronic media (see description herein)

**PROOFS:**

E-MAIL PROOFS (indicate margins): CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT".

One (1) 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, and michael.b.sedgwick@usdoj.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 (2) workdays from receipt at the Department to receipt in the contractor's plant.

**BINDING:**

Trim 4 sides.

**PACKING:**

Pack suitably in cartons.

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, and michael.b.sedgwick@usdoj.gov. The subject line of this message shall be "Distribution Notice for Jacket 409-719, Requisition 9-01335". 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 200 posters of each of Items 1, & 2 plus 100 posters of each of Items 3, & 4, and one set of digital deliverables via traceable means to: DEA, 8701 Morrisette Drive, Springfield, VA 22150. ATTN: SAOS (202-598-8239).

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

Ok'd electronic/Furnished Electronic Media

P-10. Process Color Match

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