

Quotation Request //

US Government Publishing Office

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

JACKET:409-820

Quotations are Due By:
(Eastern Time)1:00 PM on 02/06/2020

**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: KIKI Publications

QUANTITY: 33000 Total equal to 3,000 Posters of Item 1, 15,000 bookmarks of Item 2, and 15,000 bookmarks of Items 3.

Item 1: Kiki Camarena Poster.

Item 2: Aniya Bookmark.

Item 3: Savannah Bookmark.

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.

TRIM SIZE: .

Item 1: 27 x 18"

Item 2: 2 x 6"

Item 3: 2 x 6"

PAGES: .

Item 1: Face only.

Item 2: Face and back.

Item 3: Face and back.

SCHEDULE:

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

Deliver complete (to arrive at destination) by 02/28/2020

F.O.B. destination

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.

Digital Printing Not Acceptable

PRINTING:

Item 1: Poster print face only with type matter, illustrations, images, and solids in 4-color process; no bleed. After printing, apply a clear gloss aqueous coating over the entire face to avoid scratching, and smearing.

Items 2, and 3: Print identical on face, and back (head to head) with type matter, illustrations, and solids in 4-color process plus some type reversing out to appear White; bleeds all sides.

LAMINATION (Items 2, and 3): Laminate the entire surface, after printing, with polyesters (such as polyethylene terephthalate), polypropylene, vinyl or cellulose acetate (Gloss), having a thickness of 5 mil on each side. The laminated product must have no distortion of the printed matter and must remain clear and legible.

MATERIAL FURNISHED: Contractor to pickup at GPO. .

One (1) CD-R with 3 PDF files (one of each Item). Item 2, and 3 are set up as 5-up on a 10 x 6" sheet.

NOTE: Contractor to extend bleed as necessary for Items 2, and 3.

GPO Form 917 (Certificate of Selection).

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

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 is responsible for performing a basic check (preflight) of the furnished publishing files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the contract administrator in sufficient time to comply with the shipping schedule.

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 JCP Code* L11, No. 1 Coated Cover, Gloss-Finish, Basis Size 20 X 26" Basis Weight 100 lbs. 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:

Item 1: 4-color process plus gloss aqueous coating.

Items 2, and : 3: 4-color process.

PRINT PAGE: One Side Only

MARGINS:

Item 1: Adequate gripper

Items 2, and 3: Inadequate gripper (uncommon bleed all sides).

Follow electronic media.

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 FSOS.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 FSOS.Printing@usdoj.gov, and Michael.B.Sedgwick@usdoj.gov. The subject line of this message shall be "Distribution Notice for Jacket 409-820, Requisition 9-01340". 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 3,000 copies of Item 1, 15,000 copies of Item 2, and 15,000 copies of Item 3 (Including 50 Department Random "Blue Label" copies of Item 1, and 125 Department Random "Blue Label" copies of Items 2, and 3) via traceable means to: DEA, 8701 Morrissette Drive, Springfield, VA 22150. ATTN: CPO-Drew (202-598-8239).

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>

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

P-7. Type Quality and Uniformity

P-10. Process Color Match

SPECIFIED STANDARD

Ok'd proof/Furnished electronic Files

Furnished electronic Files

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 low contractor 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 a timely manner 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