

Quotation Request //

US Government Publishing Office

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

JACKET:409-881 S R-1

Quotations are Due By:
(Eastern Time)2:00 PM on 02/24/2020

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

Bidders must enter quote price for each jacket. Award will be made based on the lowest total bid for all jackets.				
Jacket	Requisition #	BAC	Copies	Title
409-881	9-72631	3810-yb	2,500	NAVMC HQ 737/1 Aviation Safety Award
412-444	0-72881	3810-yb	2,500	NAVMC HQ 11640/1 Road Warrior Award
412-445	0-72882	3810-yb	2,500	NAVMC HQ 11640/2 Unit Road Warrior Award
412-446	0-72883	3810-yb	2,500	NAVMC HQ 737/2 Unit Aviation Safety Award

TITLE: NAVMC HQ 737/1 Aviation Safety Award
QUANTITY: 2500 each of 4 Certificates Plus 13 QARCS

-----R-1 change in proofs and schedule-----

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.

TRIM SIZE: 11 x 8-1/2"

SCHEDULE:

Furnished Material will be available for pickup by 02/25/2020

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

Certificates MUST Deliver by March 3, 2020.

QUALITY LEVEL: 2 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 jackets unless otherwise indicated.

Prints in 4-color process with type/rule matter and Agency Seal.

MATERIAL FURNISHED: Contractor to pickup at GPO. .

4 CD-R's generated on MAC System Version 10.14.6 with Adobe Illustrator CS6. Files provided in Native and PDF format. Convert pantone colors to 4-color process.

GPO Form 952 Desktop Publishing Disk Information

GPO Form 892C (R. 8/95) Proofs

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

GPO Form 915 (Business Reply Label).

GPO Form 2686 QARC Random copies sampling & shipping instructions.

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 JCP Code* K10, Index, Ivory, Basis Size 25.5 X 30.5" Basis Weight 90lb

equal Springhill Ivory Index.

COLOR OF INK:

4-color process

PRINT PAGE: One Side Only

MARGINS: Adequate Gripper.

PROOFS:

PRIOR TO PRODUCTION SAMPLES: Prior to the commencement of production of the contract production quantity, the contractor shall submit (1) sample for each item and they will be tested for conformance of material(s) and will be tested for usage on the specified equipment and/or for construction. The container and accompanying documentation shall be marked PREPRODUCTION SAMPLES and shall include the GPO jacket, purchase order, and program numbers. 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 2 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.

Send proofs together with the furnished media (lasers and electronic files) using the furnished proof label (GPO Form 892) which must be filled in by the contractor and used on all proof packages. Delivery priors directly to: HQMC/ARDE, Attn: Rebecca Kinney, 3000 Marine Corps, Pentagon, Room 2B253, Washington, DC 20350-3000. Must call Rebecca Kinney @ 703-614-4816 two hours prior to delivery. Contractor must call/e-mail GPO Contract Compliance Section at (202) 512-0520/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 until they are made available for pickup by the contractor.

CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN OK TO PRINT

PACKING:

Shrink wrap in 100's and carton NTE 45lbs.

Keep lots/jackets separate

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to Rebecca.kinney@usmc.mil. The subject line of this message shall be "Distribution Notice for Jackets 409-881, 412-444, 412-445, 412-446, Req. Nos. 9-72631, 0-72881, 0-72882, 0-72883. 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 2,500 copies each of (4) Items (Includes 50 Blue Label copies for each item) via traceable means to: HQMC/ARDE, 300 Marine Corps Pentagon, Rm. 2B253, Attn: Rebecca Kinney (703)614-4816, Washington, DC 20350-3000.

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 3 samples of each item and all GFM via traceable means to: CMC/ARDE, 3000 Marine Corps, Rm. 2B253, Attn: Rebecca Kinney, (703)614-4816, Washington, DC 20350-3000.

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 Priors/Furnished Electronic Media
P-10. Process Color Match	Ok'd Priors/Furnished Electronic Media

QUALITY ASSURANCE RANDOM COPIES: The contractor will be required to execute 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