

Quotation Request //

US Government Publishing Office

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

JACKET:409-894

Quotations are Due By:
(Eastern Time)10:00 AM on 04/08/2020

**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: ARS Office Prints

QUANTITY: 43 Total Copies equal to 2 Cut-out Acrylic Seals (Items 1, & 2), Cutout Acrylic Letters (Item 3), and Brushed Aluminum Framed Pictures (Items 4 thru 43). Installation, and Typesetting Required.

Prior to award, bidders must send a specification sheet within one hour after "review and confirm" call with a specs sheet or web link that clearly shows how the "Frame" offered complies with the features below (includes, size, material type ...etc.). Government to approve/disapprove within 2 workdays from receipt.

PREWARD CONFERENCE: Unless waived by the contracting Officer, in order to insure that the prospective contractor fully understands the total requirements of the job as indicated in these specifications, the specifications will be reviewed by Government representatives with the contractor's representatives via teleconference prior to award.

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.

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.

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TRIM SIZE: .

Items 1, and 2: 24" in diameter.
Item 3: 10" letter high (2 lines of type).
Items 4 thru 10: 40 x 20"
Items 10 thru 43: 48 x 36"

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PAGES: See description herein.

SCHEDULE:

Furnished Material will be available for pickup by 04/14/2020
Deliver complete (to arrive at destination) by 05/15/2020
F.O.B. destination
Installation **MUST** be done before 05/15/2020.

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.

DIGIAL PRINTING ACCEPTABLE.

At contractor's option, the product may be produced via inkjet wide-format digital printing provided that Quality Level III standards are maintained. Final output must be wet ink, pigment-based. Dry ink/toner printing is not acceptable. Output must be at a minimum resolution of 720 x 720 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

PRODUCTS, & PRINITNG:

Items 1, and 2: 24" in diameter agency seal printed directly on 1/4" thick clear Acrylic (2nd surface printing), contour cut to shape, and installed on the wall using suitable amount of Silver Aluminum Sign Standoff Hardware (1" in diameter x 1" in height).

Item 3 (Contractor to typeset): Two lines of type (10" letter high), 1/4" thickness Silver Acrylic cutout letters. Contractor to type in Times New Roman Bold Font.

Line 1: Security Program

Line 2: & information Management Branch

NOTE: All acrylic signs must have smooth polished edge.

Items 4 thru 43: Print images in 4-color process and install in durable, reusable brushed aluminum frames to include output matting and framing with non-glare Plexiglas. The aluminum frames must be suitable to easily replace pictures as needed, and include wall hanging materials.

INSTALLATION (All Items): This Graphics signs will require installation on two hallway walls. Installers must have capability, and tools required to perform the installation process, and leave the place clean after installation. Installation to take place at the Pentagon Building. Contractor to call/email Rebecca Kinney (703-614-4816 / rebecca.kinney@usmc.mil) 7 business days prior to installation to set up date/time of installation.

In performing onsite work under this contract on a Government installation or in a Government building, the Contractor shall; Conform to the specific safety requirements established by the contract. Comply with the safety rules of the Government installation that concern related activities not directly addressed in this contract. Take all reasonable steps and precautions to prevent accidents and preserve the life and health of Contractor and Government personnel connected in any way with performance under this contract. Take such additional immediate precautions as the Contracting Officer or Contracting Officer's Representative (COR) may reasonably require for safety and accident prevention purposes. Conform to all required security requirements.

WARRANTY (Item 1): Contract Clause 15, "Warranty", of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to five calendar years from the date the check is tendered as final

payment. All other provisions remain the same.

MATERIAL FURNISHED: Receive via FTP or email after award.

Purchase Order.

JPEG files to be used for printing. Contractor to extend bleed as necessary, resize files to requested sizes, and cut off part of the images if needed to maintain image proportion (Agency to approve or ask for changes in the proof process). Prior to image processing, the contractor shall inform the agency within 24 hrs. of receiving files with any low resolution that will affect printing quality.

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

Items 1, and 2: 1/4" thick clear Acrylic.

Item 3: 1/4" thickness Silver Acrylic.

Items 4 thru 43: 9 Mil Polyester Film / Satin mounted on a light weight rigid material.

COLOR OF INK:

See "description" herein.

PRINT PAGE: See Above

MARGINS:

See "description" herein.

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 rebecca.kinney@usmc.mil. 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 (3) workdays from receipt at the Department to receipt in the contractor's plant. Note: Proof must show the position of the logo/URL on both the Poncho and Pouch.

Note: Contractor to provide electronic proof of each item.

BINDING:

See above.

PACKING:

Pack in a suitable manner to prevent damage during shipping.

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 rebecca.kinney@usmc.mil. The subject line of this message shall be "Distribution Notice for Jacket 409-894, Requisition 0-72541. 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.

At Contractor's option to deliver signs via traceable means prior to installation or bring them on installation day.

Delivery Address: Pentagon Building.

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 proof/Furnished electronic media
P-10. Process Color Match	Furnished electronic media

Prior to award, contractor may be required to provide information related to specific equipment that will be used for production.

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