

Quotation Request //

US Government Publishing Office

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

JACKET:413-091 S R-2

Quotations are Due By:
(Eastern Time)10:00 AM on 10/13/2020

**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
413-091	0-00006	8610-01	24,316	VOA 2021 Promotional Booklet
413-096	0-00007	8610-01	10,900	VOA Air Mail Envelope

TITLE: VOA 2021 Promotional Booklet

QUANTITY: 24316 Booklets for Jacket 413-091 plus 32 QARC's and 10,000 printed Envelopes and 900 unprinted Envelopes for Jacket 413-096 plus 20 QARC'S.

-R-2, remove Security Control Plan; quantity, quality level, partial delivery date and size/weight of envelope change.

-----R-1 Security Control Plan Required-----

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: .

Booklet: 11-3/4 x 9" (landscape)

Envelope: 9-1/2 x 12-5/8" (constructed)

PAGES: Booklet: 24 Plus Separate Cover

Envelope: 1-side (constructed)

SCHEDULE:

Furnished Material will be available for pickup by 10/14/2020

Deliver partial (to arrive at destination) 15989 copies by 10/28/2020.

Deliver complete (to arrive at destination) by 11/09/2020

F.O.B. destination

(2) Delivery Dates: October 28, 2020 and November 9, 2020

October 28, 2020 delivery:

12,589 Booklets (Jacket 413-091).

2,500 printed Envelopes plus 900 unprinted envelopes (Jacket 413-096).

November 9, 2020 delivery.

11,711 Booklets (Jacket 413-091).

7,500 printed Envelopes (Jacket 413-096).

16 Booklets (Jacket 413-091)(FDLP copies) to 2 different addresses in Washington DC.

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

DESCRIPTION:

Digital Printing Not Acceptable

All the requirements of these specifications apply equally to both jackets unless otherwise indicated herein.

Booklet:

Text pages print text/rule matter, images, and twelve (12) 100-percent coverage full color illustrations. Bleeds throughout. After printing, flood coat all text pages with a clear, non-yellowing gloss aqueous coating to prevent scratching and smearing.

Covers 1 and 4 print 100 percent coverage, full color illustrations, bleed all sides. Cover 2 prints images with no bleed. Cover 3 prints black type/rule matter and 4-color illustrations. After printing, flood coat all covers with a clear, non-yellowing gloss aqueous coating to prevent scratching and smearing.

NOTE: Cover and text pages print head to foot, with full color illustrations printing and aligning to the bind.

Envelopes:

Envelope prints 4 lines of type and detailed agency logo in black ink only.

Construction:

Open side with gummed flap.

MATERIAL FURNISHED: Contractor to receive. .

Via email after award or at contractor's option;

Files to be uploaded to contractor's ftp site

Purchase Order

GPO Form 952 Desktop Publishing Disk Information

GPO Form 892C (R. 12/17) 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

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
Jacket 413-091: COVER: JCP Code* L12, No. 2 Gloss-Coated White Cover, Basis Size 20 X 26" Basis Weight 100 lbs.

Jacket 413-091: TEXT: JCP Code* A182, No. 2 Gloss-Coated White Text, Basis Size 25 X 38" Basis Weight 100 lbs.

Jacket 413-096: ENVELOPE: JCP Code* V10, Light-Brown (Kraft Shade) Envelope, Basis Size 17 X 22" Basis Weight 28 lbs.

COLOR OF INK:

Booklets : 4-color process plus gloss aqueous coating on text and cover.

Envelopes: Black

PRINT PAGE: See Above

MARGINS:

Booklets: Inadequate gripper. Bleeds throughout. Follow electronic media.

Envelopes: Adequate gripper.

PROOFS:

One set of digital color content proofs for Booklet (413-091) and Envelope (413-096). 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

5 sheets of production paper stock cut to size for Jacket 413-091 and 5 constructed envelopes for Jacket 413-096 to be reviewed prior to production.

Plus

One set of inkjet proofs for Jacket 413-091 (Booklet) that are G7 profiled and use pigment-based inks. 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 3/19/09, and future amendments) must be utilized plus GRACoL 2006 Coated #1 specifications (CGATS TR006) must be achieved. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy: IDEAlliance ISO 12647-7 Control Strip 2009 or 2013(i1).

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 (copy, electronic files) directly to: USAGM, Attn: Epps, 330 Independence Ave., SW, Washington, DC 20237, (202) 920-2137. 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 Two (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"**.

BINDING:

Jacket 413-091:

Booklets: Saddle-stitch in two places along the top 11-3/4" dimension.

Drill one (1) round hold 1/8" in diameter, centered along the 11-3/4" bottom dimension. The center of the hole should be 3/8" from the bottom edge.

Trim 3 sides.

PACKING:

Pack 50 copies/units per shipping container.

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to wepps@usagm.gov. The subject line of this message shall be "Distribution Notice for Jackets 413-091 and 413-096, Requisition Numbers 0-000006 & 0-000007". The notice must provide all applicable tracking numbers, shipping method, and Title. Contractor must be able to provide copies of all delivery, mailing, & shipping receipts upon agency request.

SEE ABOVE SHIP/DELIVER COMMENTS

Deliver all agency copies to: USAGM, Attn: Wanda Epps, 330 Independence Ave. Washington DC 20237.

October 28, 2020 delivery:

Deliver 12,589 booklets (Jacket 413-091) (including 125 Departmental Random "Blue Label" copies) via traceable means to: USAGM, Attn: Wanda Epps, 330 Independence Ave. Washington DC 20237.

Deliver 2,500 printed Envelopes (including 125 Departmental Random "Blue Label" copies) plus 900 unprinted envelopes (Jacket 413-096) via traceable means to: USAGM, Attn: Wanda Epps, 330 Independence Ave. Washington DC 20237.

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>

November 9, 2020 delivery.

Deliver 11,711 Booklets (Jacket 413-091) via traceable means to: USAGM, Attn: Wanda Epps, 330 Independence Ave. Washington DC 20237.

Deliver 7,500 printed Envelopes (Jacket 413-096) via traceable means to: USAGM, Attn: Wanda Epps, 330 Independence Ave. Washington DC 20237.

(Supt Doc Copies)

Deliver 15 copies of each Item via traceable means to: Library of Congress, BAC 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).

Deliver 1 copy via traceable means to: BAC 1523-01, U.S. Government Publishing Office, Federal Depository Library Office, Mail Stop: FDLP, 44 H Street, NW, Loading Dock, Washington, DC 20401. Marked Item No. 1100-B-01.

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	Approved Proofs/Electronic Media
P-8. Halftone Match (Single and Double Impression)	Approved Proofs/Electronic Media
P-10. Process Color Match	Approved Proofs/Electronic Media

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