

Quotation Request //

US Government Publishing Office

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

JACKET:413-254 R-1

Quotations are Due By:
(Eastern Time)12:00 PM on 07/27/2021

**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: Ready Reliable Care Wallet Card

QUANTITY: 198700 FIXED PRICE-INDEFINITE QUANTITY CONTRACT: AWARD WILL BE BASED ON THE LARGEST QUANTITY OF (Folded Cards) FOR (\$4,620.00). POTENTIAL VENDORS MUST SUBMIT THE FIXED PRICE OF (\$4,620.00) PLUS THE QUANTITY THEY WILL PRODUCE FOR THE FIXED PRICE. IN THE EVENT OF A TIE QUANTITY, THE AWARD WILL BE DETERMINED BY THE OVERALL LOWEST DISCOUNTED COST. ADDITIONALLY, A COST MUST BE SUBMITTED FOR EACH ADDITIONAL (1000) COPIES.

R1: Packing

Vendors are expected to submit invoices within 30 days of job shipping/delivery.

Any modification that results in a price change must be authorized by DLA Document Services and Air Force DPO/PPLR before the contractor/vendor proceeds. Failure to obtain this authorization may result in non-payment for any modifications.

DLADS require all vendors to send proof of delivery upon completion of work to the DLADS.

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: 3-1/2 x 6-3/8" folded to: 3-1/2 x 2-1/8"

PAGES: Face only.

SCHEDULE:

Furnished Material will be available for pickup by 08/02/2021

Deliver complete (to arrive at destination) by 08/17/2021

F.O.B. destination

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

DESCRIPTION:

PRINTING: Forms print face only with type/rule matter, illustrations, screen tints, and solids in 4-color process plus some type reversing out to appear White. bleed to left and right. Coat (after printing) the entire surface of face and back with a clear non-yellowing gloss UV to prevent scratching and smearing.

MATERIAL FURNISHED: Contractor to receive. Via email after award.

Purchase order.

One (1) PDF file. Contractor to convert any Pantone 181 to C19 M100 Y90 K9 and Pantone 2768 to C100

M91 Y37 K45 (These are the DHA logo colors) . Contractor to convert RGB color (R200 G16 B46) to CMYK: C15 M100 Y91 K5. Contractor to extend bleed as necessary.

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 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 apply 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.

Minimum 175 line screens required.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order JCP Code* L11, No. 1 Gloss-Coated Cover, Basis Size 20 X 26" Basis Weight 80 lbs.

COLOR OF INK:

4-color process + glossy UV coating.

PRINT PAGE: One Side Only

MARGINS:

Inadequate gripper.

Follow Furnished File.

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 of each Item. 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. NOTE: Proof must illustrate how is 2 lines of type appear on the pen. Contractor MUST provide a mock up file to illustrate the folding.

E-Mailed proofs (marked with Jacket/Req. Number plus return name and E-Mail address) directly to the Agency at beth.a.puchino.ctr@mail.mil; heidi.b.king.civ@mail.mil; Felder_Sophie@bah.com and Murphy_Katherine2@bah.com. 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.

BINDING:

Trim 4 sides.

Fold from 3-1/2 x 6-3/8" folded to: 3-1/2 x 2-1/8", accordion fold, title out. Cracks and wrinkles are not acceptable.

PACKING:

Shrink Film Pack in units of 200. Pack suitably per carton

Pack suitably per shipping container.

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/deliver via e-mail sent to tena.r.dynes.civ@mail.mil/lorraine.e.cwieka.ctr@mail.mil. The subject line of this message shall be Distribution Notice for Jacket 413-254, Requisition Number 0-210390G. 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.

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Deliver 200 copies (Includes TBD Departmental Random "Blue Label" Copies) via traceable means to: Defense Health Agency, 7700 Arlington Blvd., Falls Church, VA 22042-5101. Attn: Heidi King and Beth Puchino, 3M440A, heidi.b.king.civ@mail.mil - beth.a.puchino.ctr@mail.mil

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 balance (TBD) via traceable means to: Gray Graphics Corp., 8607 Central Ave |Capitol Heights, MD

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 Proofs/furnished file
P-10. Process Color Match	furnished electronic file

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