

Quotation Request //

US Government Publishing Office

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

JACKET:413-307

Quotations are Due By:
(Eastern Time)10:00 AM on 03/05/2021

**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: MCTP 3-01C Machine Guns and Machine Gun Gunnery

QUANTITY: 118 Perfect Bound Books

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: 8-1/2 x 11"

PAGES: 426 Plus Wrap around cover, perfect bound.

SCHEDULE:

Furnished Material will be available for pickup by 03/10/2021

Deliver complete (to arrive at destination) by 03/31/2021

F.O.B. destination

All deliveries must be mailed using USPS. No exceptions.

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

DIGITAL PRINTING NOT ACCEPTABLE.

Covers 1, 4 and Spine print in Black ink with all sides bleeding, "camouflage" type/rule matter plus agency seal. Cover 2 "to our riders" prints black ink with type/rule matter, no bleeds. Cover 3 is blank.

Text is circle folioed 1 thru 426. Text pages prints head to head in black ink with type/rule matter, images, and screen tints. Blank pages scattered throughout.

MATERIAL FURNISHED: Contractor to receive. Via email/Contractor's FTP site.

Purchase order.

One (1) PDF file for text pages.

One (1) PDF file for C2.

One (1) PDF for Covers and Spine (one page PDF). Contractor to extend bleed as necessary.

Note (All files): Contractor to convert from 4-color to process Black.

Publication Running Sheet. "Contractor to follow for pagination"

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
****TEXT:** JCP Code* A60, Offset Book, White, Basis Size 25 X 38" Basis Weight 50 lbs.
****At contractor's option to use 50 or 60 lbs.**

FURNISHED COVER STOCK: The Government will furnish JCP Code* L20, Sand Gray Vellum-Finish Cover, GPO Property No. 939-3.GP, Size 25-1/4 x 38" (grain long), 185 lbs. per 1,000 sheets, Basis Weight 50 lbs. per 500 sheets.

Bidder must indicate the number of sheets of stock that will be required for the total quantity as per specifications. The cost of this stock will be a factor in determining award. If the bidder fails to state the total number of sheets required, GPO will furnish 35 sheets.

CONTRACTOR IS RESPONSIBLE FOR MAKEREADY STOCK.

The cost of this stock will be a factor in determining award. Contractor will be responsible for picking up the furnished stock at the Government Publishing Office Warehouse, G Street, NW, Washington, DC 20401. Stock will be available for pick up by 3/5/2021

COLOR OF INK:

Black

PRINT PAGE: Head to Head

MARGINS:

Cover: Inadequate gripper, bleeds all sides.

Text:

Gutter Margin 3/4", Outside Margin 3/4", Bottom Margin 1/2"

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 karl.braaten@usmc.mil, and 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.

PLUS (after approving electronic proof).

One (1) set of digital color content proofs for ?entire publication 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.

Send proofs together with the furnished media (copy, electronic files) directly to: rebecca.kinney@usmc.mil. 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 (3) 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:

Perfect Bind on 11" inch side.

Grain must run parallel to spine.

Covers: Wrap around. Glued on score Covers at Spine and also at 1/4" from Spine on front and back Covers to first and last pages respectively.

"Contractor must make adjustment to thickness of Spine as necessary"

Fold should be clean with no cracks. Trim 3 sides.

PACKING:

Pack suitable 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 413-307, Req. No. 0-72540. 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 100 copies via traceable means to: 6th Marine Regiment, Camp Lejeune, NC, 28542. (MOMCDC 0809-20 and PCN 147 000017 00), POC: Jacob Fretto, 602-501-6899.

Deliver 2 copie via traceable means to: HQMC-ARDE, 3000 Pentagon, Room 2B253 Attn: Rebecca Kinney (703-614-4816), Washington DC 20830-3000.

Deliver 1 copy to: BAC (C+I) 1523-01, U.S. Government Publishing Office, Federal Depository Library Program, Mail Stop: FDLP, 44 H St., NW, Loading Dock, Washington, DC 20401. Marked Depository Copies, Item no. 0384-A-13.

Deliver 15 copies to: BAC (By-Law) 1525-01, Library of Congress, 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).

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	Approved Proofs/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 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