

# Quotation Request //

## US Government Publishing Office

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

**JACKET:417-236 R-1**

**Quotations are Due By:**  
**(Eastern Time)10:00 AM on 03/26/2021**

**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:** CHAIRMANSHIP OF THE JOINT CHIEFS OF STAFF BOOK

**QUANTITY:** 649 Total Books for Jacket 417-236; (582 Case Bound Books "Item 1" and 67 Perfect Bound Books" Item 2") Plus Stamping dies and 13 QARC's of each Item plus One (1) Digital Deliverable.

**NOTE:** CONTRACTOR TO PROVIDE AN ADDITIONAL RATE FOR EACH ITEM.

**REVISION 1:** SCHEDULE AND DISTRIBUTION CHANGE.

**SUBCONTRACTING:** Contract Clause 6, "Subcontracts," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)), is modified to permit subcontracting of the presswork for Bindery manufacturers and construction of Laminate Smyth-Sewn Case Bound Books for printing firms.

**RESTRICTION ON LOCATION OF PRODUCTION FACILITIES:** All production facilities used in the manufacture of the product(s) ordered under this contract must be located within a 60-mile radius of zero milestone, Washington, DC. \*\*\*NOTE EXCEPTION: Bindery production, if subcontracted, may be outside the Limited Production Area.

**SUBMISSION OF QUOTES:** Vendor to submit quotes via Quick Quote (<https://contractorconnection.gpo.gov/openjobs>). Fax, email, and phone quotes are not acceptable. Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to APS DC, 202-512-0307.

**TRIM SIZE:** .

Smyth-Sewn Case Bound: Cover & Endleaves: 9-1/8 x 12-1/4"

Dust Cover/Jacket: Flat: 27-3/4 x 12-1/4 (approximate) - folds to final case dimension

Perfect Bound Cover: 9 x 12"

Text pages for both books: 9 x 12"

**PAGES:** .

Case Bound (Item 1): 360 Text Pages, Endleaves and Separate Casebound Cover Plus Dust Jacket.

Perfect Bound (Item 2): 360 Text Pages Plus a Separate Wraparound Cover.

**SCHEDULE:**

Furnished Material will be available for pickup by 03/30/2021

Deliver partial (to arrive at destination) 352 copies by 04/30/2021.

Ship complete by 04/29/2021

F.O.B. destination and F.O.B. contractor's city/origin - See Below

FOB Destination by April 30, 2021:

Deliver 235 Case Bound Books (Item 1) and 52 Perfect Bound Books (item 2) via traceable means to One(1) Washington DC metro area address.

Deliver 1 copy each of the Case Bound Book (Item 1) to 58 Different Domestic Addresses (see attached).

Ship 1 copy each of the Case Bound Book (Item 1) to 7 Different APO/AE Addresses (see attached).

Ship by April 29, 2021 F.O.B. Contractor's City:

Ship 282 Case Bound copies (Item 1) and 15 Perfect Bound Books (item 2) via traceable means to two (2) different Washington DC metro area addresses.

**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 both Items unless otherwise indicated.

REVISION 1: SCHEDULE AND DISTRIBUTION CHANGE.

DIGITAL PRINTING IS NOT ACCEPTABLE.

Dust Cover/Jacket, Perfect Bound Cover and Spine: Prints full coverage, in pantone's 877, pantone's 5425, and black, text/rule matter, detailed logo, gradient and halftones with some reversing out to appear white. Bleed all sides. Contractor is responsible to adjust spine to fit with text centered and to extend bleeds as necessary.

End-leaves imagery print face and back full coverage in pantone's 877.

STAMPING: Stamp spine and cover in a match of Lustro-foil S5 Silver. Stamping must have solid impressions -no picking, pinholes, or filled letters. Stamping consists of type and rule plus detailed logo. Back strip reads down and centered left and right. Contractor to create ALL required stamping dies and return with Government Furnished Material.

LAMINATION (Dust Jacket/Cover Perfect bound Covers): Laminate the entire surface of Covers 1, 4 and Spine for both versions of covers (Perfect Bound and Case Bound), after printing, with polyesters (such as polyethylene terephthalate), polypropylene, vinyl or cellulose acetate, having a thickness in the range of 1.5 mil. The laminated product must have no distortion of the printed matter and must remain clear and legible. Covers must lay flat after lamination.

TEXT PAGES FOR CASE AND PERFECT BOUND (common with the exception of page "ii"):

Text pages (circle folios i thru x, and 1 thru 350) print with type/rule matter, solids, Tints/Screens, images, charts/tables, halftones, photos and illustrations plus a running header throughout (bleed at head and outside edge) in 4-color process and pantone's 5425. Folios viii, 314, 316, 318, 320, 322, 330, 338, 342 and 350 print full coverage and bleed all sides. After printing, spot coat all photos and halftones with a clear, non-yellowing, gloss varnish. Contractor must create the media for the spot coating of the images in the text.

NOTE: CASEBOUND ONLY, REPLACE PAGE ii with the 1\_JCS\_ChairmanshipBook\_FrontMatter\_\_pageii.pdf of page ii without the GPO sales information.

**PRESS SHEET INSPECTION:** Final makeready press sheets will be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. NOTE: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain control bars for each color of ink on the sheet. Control bars must be placed parallel to the press' ink rollers. The control bars must show areas consisting of 1/8 x 1/8 minimum solid color patches; tint patches of 25, 50, and 75%; dot gain scale (such as, BRUNNER, GATF, GRETAG, or RIT); and gray balance patches for process color (if applicable). These areas must be repeated across the entire press sheet.

**Viewing Light:** Press sheets will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ISO 3664-2009; a viewing booth under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

The contractor must notify the GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least two (2) workdays prior to the inspection. Notify the U.S. Government Publishing Office, Contract Management Division, Quality Control for Published Products Section (CSPS), Washington, DC 20401, on telephone area code (202) 512-1162. Telephone calls will only be accepted between the hours of 8:00 am and 2:00 pm, prevailing Eastern Time.

Note: See contract clauses, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1 18)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection. Virtual/remote inspection will be acceptable during COVID-related situational telework.

**MATERIAL FURNISHED:** Contractor to receive. .  
Via email/FTP contractor's website after award:

Files generated on a MAC System Version 10.13.2 with files created using; Adobe Acrobat, InDesign, Illustrator and Photoshop CC. Files are supplied in Native and a PDF format. Fonts are furnished, files may require bleeds all graphics are linked. InDesign native files: high res pdfs with bleed and crop marks included..

NOTE: Text pages are common on both Items with the exception of page "ii".

One (1) PDF file of page "ii" to be used with Perfect Bound Books ONLY. Contractor to replace it with the ii page in the furnished text files to print the Perfect Bound Books only (Item 2).

RETURN ADDRESS: To be used for 300 case bound (65 different addresses and 1 bulk delivery) and 50 perfect bound books (1 bulk delivery)

**RETURN ADDRESS:**

Joint History and Research Office  
Room 1A466  
300 Pentagon  
Washington, DC 20318-9999

**Purchase Order**

One (1) Distribution List (MS Word)  
GPO Form 892c (R. 12/17) Proofs.  
GPO Form 915 (Business Reply Label).  
GPO Form 917 (Certificate of Selection).  
GPO Form 952 Desktop Publishing - Disk Information  
GPO Form 2678 (departmental random copies-blue label).  
GPO Form 2686 QARC Random copies sampling & shipping instructions.

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. Minimum 175 line screens required.

**DIGITAL DELIVERABLE:** Upon completion, the contractor must furnish one CD-R with final production files converted to a single simple Acrobat PDF file "Optimized for Press" with proper color mode. CD-R disc must be ISO 9660 compliant.

**PAPER:** \* Must be in accordance with JCP Paper Specification Standards in effect on date of this order  
Dust Jacket: JCP Code\* A261, No. 1 Silk / Dull-Coated Text, Basis Size 25 X 38" Basis Weight 100 lbs.  
Perfect Bound Cover: JCP Code\* L61, No. 1 Silk / Dull-Coated Cover, Basis Size 20 X 26" Basis Weight 80 lbs.  
Text Pages: JCP Code\* A261, No. 1 Silk / Dull-Coated Text, Basis Size 25 X 38" Basis Weight 70 lbs.  
Book Cover Board: JCP Code R30, Book Cover Board, No. 1 Binders Board .098" thick.

End-leaves: White Rainbow Velum Fibermart 80 lbs.

Note: All end-leaf paper must have the grain parallel to the spine.

Cloth Material: Optima Library Buckram O-563 by Cover Material Sales, Inc. Blue-grey color.

**COLOR OF INK:**

Dust Jacket & Perfect Bound Cover: Pantone 877, Pantone 5425, and Black

Endleaves: Pantone 877

Text Pages: CMYK & Pantone 5425 + Spot varnish on photos.

**PRINT PAGE:** Head to Head

**MARGINS:**

Covers: Inadequate gripper Contains Bleeds.

Text: Adequate and Inadequate gripper. See herein

Follow Electronic Media.

**PROOFS:**

NOTE: PRIOR TO DELIVERY, DRIVER MUST NOTIFY SHAWN VREELAN @ 703-692-5032/shawn.h.vreeland.civ@mail.mil THE SAME DAY FOR DELIVERY OF PROOFS FOR PICK-UP AT SOUTH PARKING LOT.

One (1) set(s) of digital color content proofs for the entire Book. 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. Digital color content proof shall be used to represent spot varnish.

One (1) set (s) of digital one-piece composite laminated halftone proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi for the dust jacket, all text pages with photos and charts.

At contractor's option, one (1) set(s) of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted in lieu of digital one-piece composite laminated halftone proofs. 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 2016 and future amendments) must be utilized. Proofs must be ripped and sent at plate resolution (minimum of 2400 x 2400 dpi). If using a 1 bit tiff, the tiff must be made at a minimum of 2400 dpi. Output must be a minimum of 2400 x 1200 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain both of the following to be evaluated for accuracy: 3-tier color control strip: IDEAlliance ISO 12647-7 2013(i1), and the GPO Resolution target found [www.gpo.gov/gporestarget.pdf](http://www.gpo.gov/gporestarget.pdf). NOTE: If a contractor chooses this proof option, prior evaluation and approval of this proofing method must be provided by GPO, Quality Control for Published Products, to ensure that the final product will be produced in accordance with contract specifications. See instructions at: <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qlsamples6f200c30b44a64308413ff00001d133d.pdf>. Failure to obtain this evaluation and approval may be cause for the job to be rejected should the final product not match the proofs for color.

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.

Spot varnish may be shown as either a digital content proof or as an overlay on the one-piece laminated proofs.

Pantone colors may be substituted with a similar color (with the exception of process yellow) but may not be built out of the four process colors. If producing Inkjet proofs, Pantone colors must be simulated on proofs and must be proofed separately on a digital color content, overlay, or inkjet proof.

Send proofs together with the furnished media (copy, electronic files) directly to: Joint History Office Room 1A466, The Pentagon, Washington, DC 20318-9999, Attention: Shawn Vreeland, 703-692-5032. Contractor must call GPO Contract Compliance Section at 202-512-0520, or e-mail information to [compliance@gpo.gov](mailto: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 THREE (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"**.

PLUS

**PRIOR TO PRODUCTION SAMPLE CASES:** Prior to laminating or binding of the total production quantity, the contractor must submit three (3) prior to production sample cases including text and endleaves sewn as complete book for final approval (text can be blank production stock). The contractor is cautioned that in the event of rejection or alteration of the prior to production sample cases, the GPO will consider production costs only up to and including presswork. If the contractor continues production beyond presswork without the approval of the Agency, they do so at their own risk.

Send advance sample cases with the proofs, and the furnished media (copy, transparencies, electronic files) to: Joint History Office, Room 1A466, The Pentagon, Washington, DC 20318-9999, Attention: Shawn Vreeland, 703-692-5032. These sample cases must be identified as "Advance Sample Cases, Jacket 417-236". Contractor must not laminate or bind prior to receipt of "OK to laminate and bind". Submit prior to production sample cases as soon as the contractor deems necessary in order to comply with the shipping schedule. Approval or disapproval of advance samples will be received by contractor within (3) workday after receipt. The contractor is cautioned that in the event of rejection or alteration of the advance sample cases the GPO will consider production costs only up to and including presswork. If the contractor continues production beyond presswork without approval of the GPO, he does so at his own risk.

**BINDING:**

**CASEBOUND:**

Endleaves are to be securely adhered to the cover boards and to conceal the edges of the printed covers. Reinforce the endleaves and the first and last signatures with strips of ungummed, sized stock extending 1/4" on inner side of the signatures and 1" on the endleaves. Smyth (signature) sew, trim 3 sides, round back, with Gane 7M-501 Dark blue and white headbands. Reinforce back with crash and strong paper liner. Case bound with suitable squares.

Score and fold Dust Cover/Jacket to fit finished Case-Bound book. Dust jacket must be full height and must wraparound outside edges of front and back covers extending approx. 4", flap between covers and endleaves, with back strip centered on spine.

**PERFECT BOUND**

PUR glue, on the 12" side. Paper Covers: Wrap around, trim flush 3 sides. glued on, Grain must run parallel to spine. Score covers 1 and 4 along the entire 12" dimension 3/16-1/4" from the bind.

**PACKING:**

Pack suitably per shipping containers, NTE. 35 lbs..

Identify by title, quantity, requisition and jacket number.

65 case bound books: One (1) each in suitable mailer with the return address.

**DISTRIBUTION:**

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to gregory.m.grier.civ@mail.mil. The subject line of this message shall be Distribution Notice for Jacket 417-236, Requisition 1-210101G. 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.

FOB Destination by April 30, 2021:

Deliver 235 Case Bound Books - Item 1 (includes 50 Departmental Random Blue Label copies) and 50 Perfect Bound Books (item 2) via traceable means to: JCS Springfield Warehouse, 6810 Loisdale Road, Bay 6, Springfield, VA 22150. NOTE: MUST call before delivery: Mr. Jay Tolliver, JCS Warehouse, (703) 695-6662

At warehouse M-F, 6 a.m. to 2 p.m. Ask for Mr. Tolliver at guard gate.

Deliver 1 copy each of the Case Bound Book (Item 1) to 58 Different Domestic Addresses (see attached).

Ship 1 copy each of the Case Bound Book (Item 1) to 7 Different APO/AE Addresses (see attached).

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 2 Perfect Bound Books (item 2) via traceable means to: U.S. Government Publishing Office, 732 North Capitol Street, NW, Room #C-613, Attention: Jamie Harvey (X22008), Washington DC 20401.

Ship by April 29, 2021 F.O.B. Contractor's City:

Ship F.O.B. Contractor's City 267 depository copies of the case bound book ("Item 1") via traceable means to: U.S. Government Publishing Office (BAC (FDLP) 1520-01), Federal Depository Library Program (FDLP) Documents Warehouse, item number 0315, 8660 Cherry Lane Laurel, MD 20707-4986. Charge freight to BAC 1520-01.

Ship F.O.B. Contractor's City 15 file copies of the case bound book ("Item 1") via traceable means to: Library of Congress (BAC (By-Law) 1525-01) U.S. Serials and Government Documents Section U.S./Anglo Division, 101 Independence Ave. S.E., Stop 4276 Washington, D.C. 20540-4276. Marked:

Depository File Copies. NOTE: All shipments to this destination must be via FedEx, UPS or United States Postal Service. Charge freight to BAC 1525-01.

Ship F.O.B. Contractor's City 15 copies of the Perfect Bound Book (item 2) via traceable means to: Documents Warehouse, Receiving Branch, STOP SSWR, US Government Publishing Office, 8660 Cherry Lane, Laurel, MD 20707-4950. Charge freight to BAC 1510-01 Requisition 1-01062.

Deliver One (1) Set of Digital Deliverables via GPO FTP site "sftp://ftp.gpo.gov. Please contact Tiffany Merrick at 202-512-2010 ext. 30906 or email address: tmerrick@gpo.gov for FTP information.

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 1.

(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	*O.K. Press Sheets
P-8. Halftone Match (Single and Double Impression)	*OK Press Sheets
P-9. Solid or Screen Tints Color Match	*O.K. Press Sheets
P-10. Process Color Match	*O.K. Press Sheets

Special Instructions: In the event that inspection of press sheets is waived by the Government, the following listed alternate standards (in order of precedence) shall become the Specified Standards:

- P-7. OK Proofs, Electronic media
- P-8. OK Proofs, Electronic media
- P-9. OK Proofs, Electronic media
- P-10. OK 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 low contractor 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 a timely manner 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):** Attachment(s) is/are part of the specification, click 'Download Attachment(s)' link below to view and print the attachments that are part of these specifications.

**Download Attachment(s):** <http://contractorconnection.gpo.gov/download.aspx?Jacket=417236>