

Quotation Request //

US Government Publishing Office

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

JACKET:417-731 R-6

Quotations are Due By:
(Eastern Time)12:00 PM on 04/27/2022

**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: Echo the Bat (2 versions)

QUANTITY: 35502 TOTAL BOOKLETS = 30,412 Saddle Stitched Booklets, 5,090 Case Bound Booklets and One (1) Digital Deliverable in Native Format PLUS 50 QARC's (item 1) and 13 QARC's ((item 2)).

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

Additional Rates: \$1,080.00/M for saddle stitch. / \$5,760.00/M for case bound version

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.

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.

REVISION 6: QUANTITY ADJUSTMENT

REVISION 5: Optional Trim Size

REVISION 4: REVISED SCHEDULE, QUANTITY INCREASE AND HEAD BAND REQUIREMENT REMOVED FOR ITEM 2.

REVISION 3: REVISED SCHEDULE, DIE CUTTING REQUIREMENT REMOVED AND OTHER CHANGES SCATTERED THROUGHOUT

REVISION 2: REVISED SCHEDULE

REVISION 1: REVISED SCHEDULE

TRIM SIZE: .

Saddle Stitched Cover and Text pages: 11-3/4 - 12 x 9"

Case Bound Cover: 11-7/8 - 12-1/8 x 9-1/4"

Text pages for both books: 11-3/4 - 12 x 9"

PAGES: .

Saddle Stitched Book (Item 1): 28 Text Pages Plus a Separate Wraparound Cover.

Case Bound Book (Item 2): 28 Text Pages, Endleaves Plus Separate Casebound Cover.

SCHEDULE:

Furnished Material will be available for pickup by 04/29/2022

Deliver partial (to arrive at destination) 2000 copies by 06/08/2022.

Deliver complete (to arrive at destination) by 06/30/2022

F.O.B. destination

MUST AT DESTINATION

Deliver 1,000 Case Bound Books "Item 2" and 1,000 Saddle Stitched Booklets "Item 1" via traceable means to: Greenbelt MD 20771-0001.

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.

DIGITAL PRINTING NOT ACCEPTABLE.

SADDLE STITCHED COVERS:

Covers 1, 4 and spine print in full bleed (heavy coverage) with type/rule matter, illustrations and detailed agency's seal in 4-color process with some type reversing out to appear white. Cover 2 prints Library of Congress Control Number: 2020904898, ISBN # 978-0-9967780-3-9 and bar code in black ink. Cover 3 prints illustrations and type matter in black ink. UV Coat (after printing) the entire surfaces of covers 1, 4 and spine to prevent scratching and smearing.

CASE BOUND COVERS:

Covers 1, 4 and spine print in full bleed (heavy coverage) with type/rule matter, illustrations and detailed agency's Seal/Logo in 4-color process with some type reversing out to appear white. Cover 2 prints the ISBN 978-0-9967780-5-3, Library of Congress Control Number: 2020904898 and bar code in black ink only. Cover 3 prints illustrations and type matter in black ink. UV Coat (after printing) the entire surfaces of covers 1, 4 and spine to prevent scratching and smearing. All endleaves are blank.

LAMINATION (Covers): Laminate the entire surface of Covers 1, 4 and Spine for both versions of covers (Saddle Stitched and Case Bound), after printing, with polyesters (such as polyethylene terephthalate), polypropylene, vinyl or cellulose acetate (Glossy), 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.

COMMON TEXT PAGES FOR Saddle Stitched AND Case Bound:

Text pages print with type/rule matter, solids, Tints/Screens, images, satellite imagery and illustrations in 4 color process. Approximately 14 pages print full coverage and bleed all sides. After printing, apply a clear gloss aqueous coating over the entire surface to prevent scratching and smearing.

****PSI and Bindery Inspection****

PRESS SHEET INSPECTION: Final make-ready press sheets of Both Covers 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 make-ready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued June 2003. 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 (2) workdays prior to the inspection. Notify the U.S. Government Publishing Office, Contract Management Division, Quality Control for Published Products (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.

IN CONJUNCTION WITH PSI

BINDERY INSPECTION (after first off @ PSI): The contractor must notify the GPO of the date and time the Bindery inspection can be performed. In order for proper arrangements to be made, notification must be given at least 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. The contractor must not bind prior to receipt of an "OK TO BIND".

MATERIAL FURNISHED: Contractor to receive. .

Via email/FTP contractor's website after award:

Files generated on MAC Catalina and created using Adobe Illustrator 21, InDesign 21 and Photoshop 21. Contractor to adjust spine thickness, Adjust files and extend bleeds as necessary to/for optional final trim size. Files provided in Native and PDF format. Fonts and links are included.

Purchase Order

One Previous Printing (contractor to provide UPS or FedEx Label at time of award if needed).

GPO Form 892 (R. 12/17) Proofs

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.

One GPO Form 915 (Business reply label).

One GPO Form 917 (Certificate of Selection).

One GPO Form 952 (Desktop Publishing - Disk Information) with file list.

GPO Form 2678 (departmental random copies-blue label).

One GPO Form 2686 QARC Random copies sampling & shipping instructions.

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.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
COVER FOR ITEM 1: JCP Code* L70, Coated One-Side Cover (C1S) Basis Weight 16 pt.
COMMON TEXT: JCP Code* A181, No. 1 Gloss-Coated Text, Basis Size 25 X 38" Basis Weight 80 lbs..
COVER FOR ITEM 2: JCP Code* L11, No. 1 Gloss-Coated Cover, Basis Size 20 X 26" Basis Weight 120 lbs.
ITEM 2: Book Cover Board: JCP Code R30, Book Cover Board, No. 1 Binders Board .098" thick.

ITEM 2: ENDLEAVES: JCP Code* A50, White Machine-Finish Book End, Basis Size 25 X 38" 80 lbs.

ITEM 2: Endleaves: All endleaves paper must have the grain parallel to the spine.

COLOR OF INK:

Covers and Text: 4-color process.

Covers and Spine: UV Coating and gloss laminate (see description for details).

Text Pages: Gloss aqueous coating.

PRINT PAGE: Head to Head

MARGINS:

Covers: Inadequate gripper Contains Bleeds.

Text: Inadequate gripper (14 Pages).

Follow Electronic Media.

PROOFS:

One set of digital color content proofs. 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.

One 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.

At contractor's option, one 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. NOTE: At any point during the term of this contract, 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 specification's. See instructions at: <https://www.gpo.gov/docs/default-source/forms-and-standards-files-forvendors/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. CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT

Send the proofs, and the furnished media (copy, transparencies, electronic files) to: Ginger Butcher 410-564-7784, 4402 Josephine Ave, Beltsville MD 20705. 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 (2) workdays 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:

SADDLE STITCHED;

Saddle Stitch on the 9" side. Paper Covers: Wrap around, trim flush 3 sides. Grain must run parallel to spine. Score covers.

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. Trim 3 sides. Reinforce back with crash and strong paper liner. Case bound with suitable squares. NOTE: Contractor is to adjust spine width and resize the art and type to fit on the case bound book. After adjustment to spine, e-mail proof to be sent w/one day hold time for approval to: ginger.butcher-1@nasa.gov and sherri.d.panciera@nasa.gov.

PACKING:

Pack each item separately & suitably per carton and shipping containers, NTE. 35 lbs.. Identify by title, quantity, requisition and jacket number.

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to sherri.pancier@nasa.gov. The subject line of this message shall be Distribution Notice for Jacket 417-731R-3, Requisition 1-20021-GS. 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.

PARTIAL DELIVERY MUST AT DESTINATION: Deliver 1,000 Case Bound Books "Item 2" and 1,000 Saddle Stitched Booklets "Item 1" via traceable means to: NASA GSFC Code 618, POC: Ginger Butcher, (240-687-3227), Building 33 Room A115, 8800 Greenbelt Road, Greenbelt MD 20771-0001. NOTE: May have to be left at the Building 35/Receiving Warehouse.

Deliver 3,950 Case Bound Books "Item 2" (including 50 Departmental Random "Blue Label" Copies) and 28,900 Saddle Stitched Booklets "Item 1" (including 125 Departmental Random "Blue Label" Copies) via traceable means to: NASA GSFC Code 618, POC: Ginger Butcher, (240-687-3227), Building 33 Room A115, 8800 Greenbelt Road, Greenbelt MD 20771-0001. NOTE: May have to be left at the Building 35/Receiving Warehouse.

Deliver 100 saddle stitched & 50 case bound to 4402 Josephine Avenue Beltsville MD 20705, Attention: Ginger Butcher (240-687-3227).

Deliver 50 Case Bound Books "Item 2" via traceable means to: Valerie Casasanto, (443-433-2177), 23 Jefferson Place, Annapolis, MD 21401.

Deliver 50 saddle stitched ("Item 1") and 25 case bound booklets ("Item 2") to: NASA GSFC Code 271, Printing Management Office, (301.286.4818), Building 18, Room 110, 8800 Greenbelt Rd, Greenbelt MD 20771-0001.

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 362 Saddle Stitched Booklets "Item 1" via traceable means to: BAC (FDLP) 1520-01, U.S. Government Publishing Office, Federal Depository Library Program (FDLP), Document Warehouse, 8660 Cherry Lane, Laurel, MD 20707-4986. Item No. 0830-C00.

Deliver 15 Case Bound Books ("Item 2") via traceable means to: BAC (By-Law) 1525-01, Library of Congress, US/Anglo Division, Serial U.S. Government Documents Section, 101 Independence Ave., SE, Stop 4276 Washington, DC 20540-4274. 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 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)	*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-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): NONE