

# Quotation Request //

## US Government Publishing Office

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

**JACKET:420-743 R-1**

**Quotations are Due By:**  
**(Eastern Time)2:00 PM on 09/09/2022**

**Submit Quotes Online, unless otherwise instructed, via: <https://contractorconnection.gpo.gov/openjobs.aspx>  
Contractor must provide mandatory W-9 form before GPO makes payment.**

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**TITLE:** Practical Damage Control Handbook

**QUANTITY:** 200 Black Plastic Coil Bound Booklets.

-R-1- Extend Delivery date;

Description: Contractor has option to use 4-color process inks or Flood coat Pantone 485 on Covers 1 and 4.

**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:** 4-1/2 x 6"

**PAGES:** 122 pages plus 2 Piece Separate Covers.

**SCHEDULE:**

Furnished Material will be available for pickup by 10/25/2022

Deliver complete (to arrive at destination) by 11/30/2022

F.O.B. destination

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

**DESCRIPTION:**

DIGITAL PRINTING IS ACCEPTABLE.

At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level 3 standards are maintained. Final output must be a minimum of 150 line screen and at a minimum resolution of 2400 x 2400 x 1 bit or 600 x 600 x 8 bit depth technology. Digital device must have a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

**PRINTING:** Contractor has option to use 4-color process inks or Flood coat Pantone 485 on Covers 1 and 4, bleed all sides. Cover 1 prints type matter in black and agency logo grey scale. Cover 4 Prints type matter in black. Covers 2 and 3 blank. No bleeds.

**Text:** Prints type/rule matter, charts, maps, illustrations, photos, convert from 4-color process to black only. No bleeds.

**LAMINATION:** After printing, laminate entire surface of front and back cover, face and back with clear dull polyesters (such as polyethylene terephthalate), polypropylene, vinyl or cellulose acetate, having a

thickness of 5 mil on each side (dull lamination). The laminated product must have no distortion of the printed matter and must remain clear and legible.

**MATERIAL FURNISHED:** Contractor to receive. .

Via email after award.

One (1) Purchase Order.

One (1) PDF file, contractor to reduce file to 4-1/2 x 6" and convert from 4-color process to black only.

One (1) JPEG, greyscale agency logo for front cover

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, Uncoated Text, White, Basis Size 25 X 38" Basis Weight 70 lbs.

Cover: JCP Code\* L11, No. 1 Gloss-Coated Cover, White, Basis Size 20 X 26" Basis Weight 80 lbs.

**COLOR OF INK:**

Cover: Pantone 485 and Black

Text: Black

**PRINT PAGE:** Head to Head

**MARGINS:**

Adequate gripper.

Follow electronic 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. 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 thomas.c.uhl@uscg.mil and anthony.d.smith@uscg.mil and cduncan@gpo.gov. 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 (2) workdays from receipt at the Department to receipt in the contractor's plant.

**BINDING:**

Bind along the left side 6" dimension with Black plastic coils of suitable diameter, book should lay flat when opened.

**PACKING:**

Shrink wrap in units of 10 books.  
Pack suitably per carton and shipping container.

NOTE: "MARK ALL CARTONS WITH THE FOLLOWING INFORMATION":

JOB TITLE: Practical Damage Control Handbook  
REQUISITION: 2-99144  
JACKET NO.: 420-743  
QUANTITY: \_\_\_\_\_  
NUMBER OF BOXES: EX. Box 1 of 4, Box 2 of 4...

**DISTRIBUTION:**

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to anthony.d.smith@uscg.mil and cduncan@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 420-743, Requisition 2-99144. 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 200 copies via traceable means to: USCGC Campbell, 47 Chandler Street, Newport, RI 02841, Attn: ENS Thomas Uhl, 401-367-1634.

All expenses incidental to returning materials, submitting 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	OK'd Proofs/Furnished Electronic File
P-10. Process Color Match	Furnished Electronic File

Prior to award, contractor may be required to provide information related to specific equipment that will be used for production.

**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 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