

Quotation Request //

US Government Publishing Office

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

JACKET:424-351

Quotations are Due By:
(Eastern Time)10:00 AM on 09/11/2023

**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: ARMY Corrugated Boxes and Envelopes (Cardboard Mailers)

QUANTITY: 86000 total pieces of 5 different items. See breakdown in "Description" herein.

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 Lisa Hollingsworth, APS DC, at 202-512-0866 or lhollingsworth@gpo.gov.

TRIM SIZE: See "Description" herein.
All measurements are after construction.

PAGES: Face only (before construction).

SCHEDULE:

Furnished Material will be available for pickup by 09/13/2023

Deliver complete (to arrive at destination) by 10/04/2023

F.O.B. destination

Delivery of any items completed prior to 10/4/2023 is acceptable.

QUALITY LEVEL: 5 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

All requirements of these specifications apply equally to all items unless otherwise indicated.

Items 1 & 2: Corrugated Insert Pad, Single Wall Kraft, Natural Brown, 275# burst strength

Item 1: 8-1/2 x 11" - Qty 40,000

Item 2: 11-1/2 x 14-1/2" - Qty 30,000

Items 3 & 4: Corrugated Cartons: Single Wall, Natural Brown Corrugated, 275# burst strength

Item 3: 14-1/2 x 11-1/2 x 2", Kraft #2A - Qty 4,000

Item 4: 11-1/4 x 8-3/4 x 2, Kraft #2 - Qty 6,000

Item 5: 12 x 3/4 x 15" White Self-Seal Stay Flats - Qty 6,000 (Equal in construction and materials to Uline Item S-2667)

PRINTING (ITEMS 3 & 4): All cartons must include carton size, burst strength, and Kraft item#/name printed in black ink on the bottom panel after construction. Manufacturer name or contact information must not be included. (Example: 11-1/4 x 8-3/4 x 2" Single Wall, Rsc 275#, Kraft #2.)

No printing on Items 1, 2 & 5.

CONSTRUCTION (ITEMS 3 & 4): Score panels and flaps as necessary. Securely glue the construction tab to inside of appropriate panel and deliver cartons folded flat (collapsed).

WARRANTY: Contract Clause 15, "Warranty", of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) is amended for the solicitation to the effect that the warranty period is EXTENDED from 120 days to one calendar year from the date the check is tendered as final payment. All other provisions remain the same.

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

Purchase order.

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.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
Items 1-4: Natural Kraft corrugated, single wall, 275 PSI bursting strength.
Item 5: .028" thick semi-gloss clay coated newsback 100% recycled

COLOR OF INK:

See "Description" above.

MARGINS:

PROOFS:

None.

BINDING:

Score on all folds. Cracks and wrinkles are not acceptable.

PACKING:

Pack suitably per shipping container, NTE: 45 lbs. or band 2-ways with compression straps in suitable units per bundle, .024 thickness machine strapping. Whichever method is appropriate for each Item.

PALLETIZING: Contractor will be required to furnish pallets for bulk shipments in shipping containers when the containers fill two layers or more on the pallet. Except for size, pallets must conform with Federal Specifications NN-P-71c, dated September 10, 1973, and any amendments thereto, as follows:

Bulk shipments to the U.S. Army Publications and Distribution Center in St. Louis, MO must be palletized with the voids to the outside dimensions of the pallet. A minimum of a 3/4" void must be on the outside dimension of the pallet.

Type III (4-way (partial), flush, assembled, nonreversible). Size: L 40" x W 48". Full entry must be on the 40" dimension. Group II (medium density wood) or Group III (high density wood), at contractor's option.

Fasten with straps over edge protectors when the containers fill more than one layer on the pallet. Pallets shall be suitably packed so as to insure acceptance and safe delivery by common carriers to the point of delivery.

Maximum height (including pallet) 47".

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to: richard.j.sowell2.civ@army.mil and cc: lhollingsworth@gpo.gov. The subject line of this message shall be "Distribution Notice for Requisition Number 3-08783, Jacket 424-351". 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 86,000 total pieces of 5 different items consisting of:

40,000 of Item 1 (including 200 Departmental Random "Blue Label" Copies), and

30,000 of Item 2 (including 125 Departmental Random "Blue Label" Copies), and

4,000 of Item 3 (including 50 Departmental Random "Blue Label" Copies), and

6,000 of Item 4 (including 50 Departmental Random "Blue Label" Copies), and

6,000 of Item 5 (including 50 Departmental Random "Blue Label" Copies)

via traceable means to: Media Distribution Division, Army Publishing Directorate, 1655 Woodson Rd, St. Louis MO 63114-8181, 314-592-0900.

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>

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.

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