

Quotation Request //

US Government Publishing Office

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

JACKET:424-984 R-1

Quotations are Due By:
(Eastern Time)2:00 PM on 01/26/2024

**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: H-Hour Light Board Game

QUANTITY: 156 H-Hour Light Board Game (includes 6 different items).

R-1: Delivery schedule

QUOTATIONS: This is a fixed-price contract. The offeror submitting a response shall bid the maximum quantity, inclusive of all costs (including non-reimbursable mail or freight, if applicable), that shall be delivered to the Government per the specification requirements for a total of \$21,000.00.

Quotations shall include the cost of all materials and operations for the total quantity ordered. Quotations shall be prepared in conformance with the Schedule of Prices.

DETERMINATION OF AWARD: Award shall be made to the responsible offeror submitting a bid, whose bid specifies the most copies to be delivered to the Government for an all-inclusive, fixed-price total of \$21,000.00. Offerors submitting responses to this solicitation shall submit a total quantity - for the fixed price. In the event of a tie quantity, award shall be determined by the lowest, total per-unit price after application of prompt payment discount and Buy American Act factoring (if applicable). In the event there is still a tie, the contract will be awarded in accordance with the GPO Printing Procurement Regulations, Chapter XII. Additionally, the bid shall include separate pricing for an additional board game (each).

SCHEDULE OF PRICES:

Quantity	Price
156 game sets =	\$21,000.00

A cost must be submitted per each additional board game.
Additional game (each) \$96.00.

If author's alterations are made during the proofing stage, the total quantity may be decreased in accordance with the contractor's submitted additional rate to offset the cost of the author's alterations.

SUBMISSION OF QUOTES: Potential offerors shall submit quotes via Contractor Connect/Quick Quote (<https://contractorconnection.gpo.gov/OpenJobs>) the fixed price of \$21,000.00 plus the quantity (indicate the quantity of copies in the Comment field) that their company will produce for the fixed price. Additionally, a cost must be submitted for additional game sets (each price). 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 202-512-0488 or tsankey@gpo.gov.

SUBCONTRACTING: The Predominant Production Function is presswork (printing). Bidders

Subcontracting the printing operations will be declared Non-Responsible (may subcontract the binding, laminating, or construction of game box, for example).

TRIM SIZE: See attachment.

PAGES: See attachment.

SCHEDULE:

Furnished Material will be available for pickup by 01/30/2024

Deliver complete (to arrive at destination) by 04/15/2024

F.O.B. destination

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

DESCRIPTION:

**** PENDING AWARD INFORMATION: To be considered for award, GPO may require bidders to send the same day notified of pending award a specification sheet, photo, or web link that clearly shows how the product offered complies with the features below. Government to approve/disapprove within 2 workdays from receipt. Additionally, GPO will require specific information about the printing equipment utilized to perform these production requirements.

**** POST-AWARD CONFERENCE: GPO may require a post-award conference to be held within 5 days via Teams meeting at a date and time to be determined. The purpose of the conference will be to discuss and review with production personnel all aspects of the contractors internal and external operations required to complete this contract. Attending this meeting will be Government representatives to establish coordination of all required operations.

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

DIGITAL PRINTING IS ACCEPTABLE.

At contractors 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.

See attachments for list of items / requirements / visuals.

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. One (1) Purchase order.

Artwork - see each item on attached spec sheet. Contractor must create bleed on various items as needed.

One (1) Sample game set - contractor to provide prepaid label for pickup from zip 20401.

Five (5) PDFs for visual reference - see also attached.

GPO Form 892c (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.

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
See stock/paper requirements attached for each item.

COLOR OF INK:

See attachment.

MARGINS:

Follow copy sample. See attachment.

PROOFS:

E-MAIL PROOFS (indicate margins): CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT. One (1) 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 stephanie.r.froberg.civ@mail.mil, daniel.e.boehm.civ@health.mil, and tsankey@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 (3) workdays from receipt at the Department to receipt in the contractor's plant.

AFTER EMAIL PROOF APPROVAL:

Prior to production Samples:

Prior to the commencement of production of the contract production quantity, the contractor shall submit one sample to the agency at the address below.

One (1) sample will be tested for conformance of material(s). One (1) sample will be tested for usage on the specified equipment and/or for construction. Each sample must be printed and constructed as specified using the form, materials, equipment, and methods of production, which will be used in producing the final product. The container and accompanying documentation shall be marked PREPRODUCTION SAMPLES and shall include the GPO jacket, purchase order, and program numbers. The samples must be submitted in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule.

The Government will approve, conditionally approve, or disapprove the samples within 3 workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the

specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefor.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, "Notice of Compliance With Schedules," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractors risk. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

NOTE: Preproduction proof must be an exact replica of the finished product, including the placement of items in the box, shrink wrapping, etc.

Send samples with the furnished media (visuals, electronic files) via traceable means directly to the agency: Stephanie R. Froberg, M.A., S6, Visual Information Manager, COR, Laulima Staff Services Contract/Strategic Operational Solutions Inc., U.S. Army Medical Research Institute of Chemical Defense Building E2900, 8350 Ricketts Point Road, APG-EA, MD, 21010. (410) 436-1495.

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 (contractor provided) pickup.

Additionally, contractor must notify the ordering agency/GPO with tracking information on the same day that the proof ships/delivers via e-mail sent to stephanie.r.froberg.civ@health.mil AND daniel.e.boehm.civ@health.mil and cc: tsankey@gpo.gov. The subject line of this message shall be "PROOF Notice for Jacket 424-984, Requisition Number 3-12345".

BINDING:

See attachment.

PACKING:

Place Item #2 at bottom of box with Item #6 on top of Item #2. Place Item #'s 3-5 on top of Item #6. By doing so, larger items will be on the bottom of the box with the smaller items on top. After placing all items in box, close box and shrink wrap each game set individually. Package with suitable packing material and use suitable cartons to prevent from damage during shipping. Pack suitably per shipping container.

Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers.

NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

JOB TITLE: H-Hour Light Board Game

REQUISITION: 3-12345

JACKET NO.: 424-984

QUANTITY: _____

NUMBER OF BOXES: EX. Box 1 of 4, Box 2 of 4...

Cartons must be labeled correctly. Mislabeled cartons will be returned for correction at the contractors expense.

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to stephanie.r.froberg.civ@mail.mil, daniel.e.boehm.civ@health.mil, and tsankey@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 424-984, Req. No. 3-12345". 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 156 game sets via traceable means to: Stephanie R. Froberg, M.A., S6, Visual Information Manager, COR, Laulima Staff Services Contract/Strategic Operational Solutions Inc., U.S. Army Medical Research Institute of Chemical Defense Building E2900, 8350 Ricketts Point Road, APG-EA, MD, 21010. (410) 436-1495.

All expenses incidental to returning materials, submitting/returning 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:

<p>ATTRIBUTE:</p> <p>P-7. Type Quality and Uniformity</p> <p>P-10. Process Color Match</p>	<p>SPECIFIED STANDARD:</p> <p>OK'd prior's/Electronic electronic files</p> <p>OK'd prior's/Furnished electronic files</p>
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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 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 within:

- 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=424984>