

# Quotation Request //

## US Government Publishing Office

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

**JACKET:428-261**

**Quotations are Due By:**  
**(Eastern Time)2:00 PM on 09/11/2024**

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

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**TITLE:** The FBI Story 2024

**QUANTITY:** 16304 Total Perfect Bound Books PLUS 32 QARC'S. Multiple destinations.

Travel expenses and per diem to be incurred by the Government for press sheet inspection will be a factor in determining award. This will be based on sending TWO Government representatives from Washington, DC (zip code: 20535) to contractor's location for 3 calendar days.

**SUBCONTRACTING (ENVELOPES/BINDING):** The Predominant Production Function is Presswork For Printing Firms. Contract Clause 6, "Subcontracts," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev.1/18)), is modified to permit subcontracting of the construction of envelopes (if applicable) and binding for printing firms. Bidders Subcontracting the Printing of the books will Be Declared Non-Responsible.

**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 Team (Tim Sankey) on 202-512-0488 or email [tsankey@gpo.gov](mailto:tsankey@gpo.gov).

**TRIM SIZE:** 8-1/4 x 10", bind on the 10" dimension

**PAGES:** 40 pages plus a separate wraparound cover.

**SCHEDULE:**

Furnished Material will be available for pickup by 09/12/2024

Deliver complete (to arrive at destination) by 11/04/2024

F.O.B. destination

Deliver 16,304 copies to approximately 488 addresses nationwide by November 4, 2024. Contractor to follow distribution and supplied distribution list for address and quantities. All shipments must deliver via traceable means. Shipping/Mailing is NOT REIMBURSABLE and must be included in the contractor's bid price. All mailed copies must be in accordance with current regulation in USPS Manual for Domestic Mail.

**QUALITY LEVEL:** 2 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

**DESCRIPTION:**

DIGITAL PRINTING NOT ACCEPTABLE.

**COVERS:** C1, C4, and spine print with type/rule matter, fine detailed agency seal, and images (heavy coverage) in 4-color process plus some type/rule matter reversed out to appear white, full bleeds all sides. Covers 2 & 3 are blank.

**TEXT:** Text pages (folio iii, iv, and 1 thru 38) print face and back (head to head) with type/rule matter, fine detailed agency seals, illustrations, images, solids, screen tints in 4-color process plus some type reversed

out to appear white. Full bleed pages scattered throughout. Text Circle Folio Pages 8 and 9 print to and must register and align across the bind.

**PRESS SHEET INSPECTION:** Final make-ready press sheets of all pages 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 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.

NOTE: Press Sheet must be a Minimum 175 lpi.

**MATERIAL FURNISHED:** Contractor to receive. Via email/Contractor's FTP site/GPO Filesharing site. One (1) Purchase order.

One (1) PDF and files in native format (fonts and links included) created on a MAC System Version BigSur 11.3.1, using InDesign CC 2021, Illustrator CC 2021, and Photoshop CC 2021. If no spine is included in art files, contractor to create spine by extending image on C1 to cover Spine area, and adjust thickness as necessary. Contractor to extend bleeds as necessary. One (1) Excel sheet to follow for dist. See attached.

GPO Form 892c (R. 12/17) Proofs

GPO Form 917 (Certificate of Selection).

GPO Form 2678 (Departmental Random Copies-Blue Label).

GPO Form 915 (Business Reply 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 screen required.

**PAPER:** \* Must be in accordance with JCP Paper Specification Standards in effect on date of this order  
JCP Code\* L21, Smooth Finish, Cover; White, Basis Size 20 X 26" Basis Weight 120 lbs.

JCP Code\* A91, Smooth Finish, Text; White, Basis Size 25 X 38", Basis Weight 70 lbs.

**COLOR OF INK:**

Covers, Spine & Text: 4-Color Process.

**PRINT PAGE:** Head to Head

**MARGINS:**

Covers, Spine & Text: Inadequate gripper, full bleeds all sides. Follow electronic files.

**PROOFS:**

One (1) set of digital color content proofs for 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.

**PLUS**

Five (5) 8-1/2 x 11 blank sheets of the actual paper to be used in the production of the contract requirements for the text and cover. Each sample must be of the kind and quality required by the specifications. The Government will rely on the samples only as a reference to the general appearance of the stock that will be provided by the contractor in conformance to the specifications. The Government assumes no contractual obligation to perform any inspection and test for the benefit of the contractor. The Government's failure to inspect and accept or reject the paper samples shall not relieve the contractor from responsibility, nor impose liability on the Government, for nonconforming paper. \*If content proof is printed on exact paper called for in this procurement, this requirement is waived.

**PLUS**

One (1) set of inkjet proofs of the Covers 1, 4, Spine and text that are G7 profiled and use pigment-based inks. 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 3/19/09, and future amendments) must be utilized plus GRACoL 2006 Coated #1 specifications (CGATS TR006) must be achieved. Output must be a minimum of 720 x 720 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain the following color control strip to be evaluated for accuracy: IDEAlliance ISO 12647-7 Control Strip 2009 or 2013(i1).

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 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. NOTE: 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. Contractor to submit ink draw downs on actual production stock of Pantone color(s) used to produce the product.

Contractor is required to ensure that all proofs made are a direct representation of the electronic files. Color fidelity must be maintained; no reflow will be allowed. If any contractors errors are serious enough in the opinion of the GPO to require revised proofs, the revised proofs are to be provided at no expense to the Government. No extra time can be allowed for this reproofing; such operations must be accomplished within the original production schedule allotted in the specifications.

Send proofs together with the furnished media (copy, electronic files) directly via traceable means to: FBI - Helen Younker, (202) 323-1534, 935 Pennsylvania Ave, NW, Room 1B973 Print Shop, Washington, DC 20535. 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 (4) 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"**.

Contractor must also notify the ordering agency/GPO with tracking information on the same day that the proof ships/delivers via e-mail sent to [hfyounker@fbi.gov](mailto:hfyounker@fbi.gov) and cc: [tsankey@gpo.gov](mailto:tsankey@gpo.gov). The subject line of this message shall be "PROOF Notice for Jacket 428-261, Requisition Number 4-06010".

NOTE: Contractor to accept approval of proofs via email. Agency will keep the proofs.

**BINDING:**

Perfect Bind on 10 inch side.

Trim 3 sides.

Paper Covers: Wrap around. Trim flush, Glued on, Grain must run parallel to spine.

Hinge score at 1/4" from spine on front and back covers. Glued on score covers at spine and also at 1/4" from spine on front and back covers to first and last pages respectively.

Cracks and wrinkles are not acceptable.

**PACKING:**

Pack suitably in cartons and shipping containers to ensure books are not damaged during shipment.

NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

REQ No.: 4-06010

JACKET No.: 428-261

TITLE: The FBI Story 2024

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 (include tracking numbers) to: hfyounker@fbi.gov and tsankey@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 428-261, Req. No. 4-06010". 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.

**AGENCY COPIES (F.O.B Destination)**

Deliver 16,300 copies to approximately 485 addresses nationwide (including 125 Departmental Random "Blue Label" Copies as specified on Excel list) by 11/4/24 via traceable means. Contractor to follow supplied distribution list for address and quantities.

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/docs/default-source/forms-and-standards-files-for-vendors/form917.pdf>

Deliver 2 copies by 11/4/24 via traceable means to: Helen Younker, (301) 618-8500, FBI, 2400 Schuster Drive, Cheverly, MD 20781. Call 24 hours prior to delivery.

**SUPTDOC COPIES (F.O.B Destination).**

Deliver 1 copy by 11/4/24 via traceable means to: BAC (C+I) 1523-01, U.S. Government Publishing Office, Federal Depository Library Program, Mail Stop: FDLP, 44 H St., NW, Loading Dock, Washington, DC 20401. Marked Depository Copies, Item no. 0721A22.

Deliver 1 copy by 11/4/24 via traceable means to: BAC (By-Law) 1525-01, Library of Congress, U.S. Government Documents Section, U.S. Anglo Division, 101 Independence Avenue, SE, Stop 4276, Washington, DC 20540-4276. 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 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/Electronic File
P-10. Process Color Match	OK'd Proofs/Electronic File

**QUALITY ASSURANCE RANDOM COPIES:** The contractor will be required to execute 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 contractor in line for award 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 the time specified by the Government 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=428261>