

Quotation Request //

US Government Publishing Office

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

JACKET:428-299

Quotations are Due By:
(Eastern Time)11:00 AM on 03/28/2024

**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: DCPS Parent Curriculum Guides (Printing)

QUANTITY: 4344 Total Pamphlets. Job consists of multiple items - see breakdown below.

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.

TRIM SIZE: 5-1/2 x 8-1/2"

PAGES: 4 Text Pages Plus Separate Wraparound Cover.

SCHEDULE:

Furnished Material will be available for pickup by 04/01/2024

Deliver complete (to arrive at destination) by 05/22/2024

F.O.B. destination

QUALITY LEVEL: 3 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 all items unless otherwise indicated.

DIGITAL PRINTING IS ACCEPTABLE.

At contractor's option, the product may be produced via conventional offset or digital printing provided Quality Level III standards are maintained. Final output must be water-resistant ink or toner with a minimum of 175-line screen. Output must be at a minimum resolution of 2400 x 2400 dpi or 1200 x 1200 dpi x 8 bit plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. Resolution that is enhanced or simulated by software will not be acceptable. NOTE: Contractor must produce the entire job either conventional offset or digital printing; split production methods are not acceptable without prior approval.

All covers and all text of pamphlets print head to head (face and back) with type/rule matter, agency logos, tables, fine screen tints, and heavy solids with some type reversing out to appear white in 4-color process. Full bleeds all pages. After printing, flood coat all text and cover pages with a clear gloss varnish, UV, or aqueous coating to prevent scratching and smearing.

QUANTITIES/VERSIONS

Grade K (Qty: 43): Amharic

Grade K (Qty: 458): English

Grade K (Qty: 89): Spanish

Grade 1 (Qty: 43): Amharic
Grade 1 (Qty: 437): English
Grade 1 (Qty: 89): Spanish

Grade 2 (Qty: 43): Amharic
Grade 2 (Qty: 437): English
Grade 2 (Qty: 89): Spanish

Grade 3 (Qty: 43): Amharic
Grade 3 (Qty: 437): English
Grade 3 (Qty: 89): Spanish

Grade 4 (Qty: 43): Amharic
Grade 4 (Qty: 437): English
Grade 4 (Qty: 89): Spanish

Grade 5 (Qty: 43): Amharic
Grade 5 (Qty: 437): English
Grade 5 (Qty: 89): Spanish

Grade 6 (Qty: 11): Amharic
Grade 6 (Qty: 248): English
Grade 6 (Qty: 44): Spanish

Grade 7 (Qty: 11): Amharic
Grade 7 (Qty: 248): English
Grade 7 (Qty: 44): Spanish

Grade 8 (Qty: 11): Amharic
Grade 8 (Qty: 248): English
Grade 8 (Qty: 44): Spanish

MATERIAL FURNISHED: Contractor to receive. Via email/GPO filesharing/Contractor FTP after award.

One (1) Purchase Order

Nine (9) Sets of PDF files and Native files with links and fonts for each language (27 in total). Contractor to convert all Pantones to 4-Color Process and extend bleeds as needed.

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

GPO Form 917 (Certificate of Selection).

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

Cover: JCP Code* L12, No. 2 Gloss-Coated Cover, White, Basis Size 20 X 26", 120 lbs.

Text: JCP Code* A182, No. 2 Gloss-Coated Text, White, Basis Size 25 X 38", 100 lbs.

All paper must be of uniform shade. The requirement for postconsumer fiber (as specified in the Government Paper Specification Standards No. 12) for this contract is waived. However, the addition of postconsumer fiber is encouraged provided that the requirements of this standard are met. All other attributes remain the same.

COLOR OF INK:

4-color Process plus coating (see 'DESCRIPTION')

PRINT PAGE: Head to Head

MARGINS:

Inadequate gripper. Follow electronic files.

PROOFS:

IF PRODUCED DIGITALLY:

Two (2) sets of digital color one-off proofs for each item created using the same output device/RIP that will be used to produce the final printed product on the actual production stock. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed, folded and bound to the finished size/format of the product, as applicable. Proof will be used for color match on the press during the production run.

IF PRODUCED OFFSET:

Two (2) set of digital color content proofs for each item**. 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, folded, and bound to the finished size of the product. **If content proofs are not printed on the stock that is called for in this procurement, contractor must also provide:

A mockup sample, folded and bound using the actual paper to be used in the production of the contract requirements. Each sample must be of the kind and quality required by 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.

and

2 sets of inkjet proofs for each item 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.

SEND PROOFS TO:

Send proofs together with the furnished media (copy, electronic files) via traceable means directly to: DC Public Schools, 1200 First ST NE, 12th Floor, Washington, DC 20002. 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.

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 sarah.parker@k12.dc.gov, dimelza.gonzales-flores@k12.dc.gov, samone.dannah@k12.dc.gov and cc: tsankey@gpo.gov. The subject line of this message shall be "PROOF Notice for Jacket 428-299, Req#4-12024".

Proofs will be withheld not more than (2) workdays from receipt in the department to when they are made available for pickup at the department. NOTE: Proofs/Samples will not be returned to the contractor. **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT"**.

BINDING:

Saddle stitch in 2 places on 8-1/2" side. Trim 3 sides. Grain must run parallel to spine. Score on all folds (cracks or wrinkles are not acceptable).

PACKING:

Shrink wrap suitably each language and grade separately. Pack each grade of English separately. All Amharic grades shall go in one carton together and all Spanish grades shall go in one carton together. Pack suitably in cartons and shipping containers to prevent shifting and to ensure pamphlets are not damaged during shipment. After packing, there shall be 11 cartons total, one for each grade of English, and one for all grades of Amharic and one for all grades of Spanish.

MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

JOB TITLE: DCPS Parent Curriculum Guides (Printing)

REQUISITION: 4-12024

JACKET NO.: 428-299

ITEM: _____

QUANTITY: _____

NUMBER OF BOXES: _____ EX. Box 1 of 9, Box 2 of 9...

DISTRIBUTION:

Distribution Notice: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to sarah.parker@k12.dc.gov, dimelza.gonzales-flores@k12.dc.gov, samone.dannah@k12.dc.gov and cc: tsankey@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 428-299, Req. No. 4-12024". 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 4,344 total pamphlets (includes 50 Departmental Random "Blue Label" Copies of each grades English version) via traceable means to: DC Public Schools, 1200 First ST NE. 12th Floor, Washington, DC 20002. NOTE: Address has dock for freight delivery, however, inside delivery required to 12th floor. Address does not have a freight elevator therefore any pallet(s) delivered must be broken down and empty pallet(s) taken away by delivery service. Address has an elevator that will accommodate a hand truck for delivery up to 12 floor.

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.

Specified Standards-- The specified standards for the attributes requiring them shall be:

ATTRIBUTE	SPECIFIED STANDARD
P-7. Type Quality and Uniformity	Approved proof / Furnished Electronic Files
P-10. Process Color Match	Approved proof / Furnished Electronic files

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