

Quotation Request //

US Government Publishing Office

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

JACKET:428-343 R-1

Quotations are Due By:

(Eastern Time)12:00 PM on 03/11/2024

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

TITLE: GRID PAPER-HISTORIC PRESERVATION TRAINING CENTER

QUANTITY: 30 total pads (100 Sheets Per Pad; 3,000 sheets total).

R-1 Change: Delivery date has been extended to 3/29.

Item 1: 20 pads (100 Sheets Per Pad; 2,000 sheets total) 8-1/2 x 11"

Item 2: 10 pads (100 Sheets Per Pad; 1,000 sheets total) 11 x 17"

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 (Lisa Hollingsworth) at lhollingsworth@gpo.gov or on 202-512-0220.

TRIM SIZE: Item 1: 8-1/2 x 11"

Item 2: 11 x 17"

PAGES: Face Only

SCHEDULE:

Furnished Material will be available for pickup by 04/05/2024

Deliver complete (to arrive at destination) by 05/09/2024

F.O.B. destination

Note: Job delivers outside the continental U.S. to: Janelle Gumbs, Christiansted National Historic Site, 2100 Church St. #100, Christiansted, VI 00820.

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

DESCRIPTION:

SPECIFICATIONS APPLY EQUALLY TO BOTH ITEMS EXCEPT AS NOTED HEREIN.

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 a minimum of 150- line screen and at a minimum resolution of 1200 x 1200 dpi x 1 bit or 600 x 600 dpi x 4-bit depth technology. **NOTE:** Contractor must produce the entire job either conventional offset or digital printing; split production methods are not acceptable without prior approval.

Item 1: 20 pads (100 Sheets Per Pad; 2,000 sheets total) 8-1/2 x 11"

Item 2: 10 pads (100 Sheets Per Pad; 1,000 sheets total) 11 x 17"

Printing:

Item 1: Copy consists of 8-grid, screened blue pattern, printed inside black type/rule matter and border rules. Close registration is required. Blue 8-grid pattern to fit within 8-1/2 x 7" black border.

Item 2: Copy consists of 8-grid, screened blue pattern, printed inside black type/rule matter and border rules. Close registration is required. Contractor to extend black borders and blue grid pattern on 8-1/2 x 11" art to fit the 11 x 17" sheet with similar margins. Note: size of grid blocks should be the same on both Items.

Drilling:

Item 1: Drill 3 round holes, 3/8" in diameter, 4-1/4" center to center, centered in the 11" dimension, 3/8" from the left edge of the sheet.

Item 2: Drill 3 round holes, 3/8" in diameter, 4-1/4" center to center, centered in the first 11" of the 17" dimension, 3/8" from the left edge of the sheet. (Location of holes should be in the same place they are on the 8-1/2 x 11" sheet.)

Construction: Collate 100 sheets per pad.

Pads to be held together at the top 8-1/2" dimension (Item 1) and 11" dimension (Item 2) with a suitable adhesive, and same size chipboard or equal backing sheet.

MATERIAL FURNISHED: Contractor to receive. .

Via email after award.

One (1) Purchase order.

One (1) PDF file.

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 JCP Code* D10, Writing; White, Basis Size 17 X 22" (see below) Basis Weight 20 lbs.

Also acceptable: JCP Code* A90, Vellum-Finish Text; White, Basis Size 25 X 38" 50lbs.

COLOR OF INK:

Black & Non-Reproducible Blue

PRINT PAGE: One Side Only

MARGINS:

Adequate gripper. Follow file for margins.

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 for each Item. 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 Debra_Melton@nps.gov and Janelle_Gumbs@nps.gov and cc: lhollingsworth@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 1 workday from receipt at the Department to receipt in the contractor's plant.

BINDING:

Trim 4 sides. See "Description" for drilling.

PACKING:

Inner packaging must be suitable to protect from damage during shipping. Pack suitably in shipping containers.

NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

TITLE: Grid Paper - Historic Preservation Training Center

REQUISITION NO.: 4-02728

JACKET NO.: 428-343

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 debra_melton@nps.gov, Janelle_Gumbs@nps.gov and cc: lhollingsworth@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 428-343, Req. No. 4-02728. 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. F.O.B. DESTINATION: TO ARRIVE AT DESTINATION ON OR BEFORE SCHEDULED DELIVERY DATE.

Deliver 30 pads (20 pads for Item 1, and 10 pads for Item 2) via traceable means to: Janelle Gumbs, Christiansted National Historic Site, 2100 Church St. #100, Christiansted, VI 00820, Janelle_Gumbs@nps.gov.

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 III.

(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	Furnished Manuscript
P-9. Solid or Screen Tints Color Match	Pantone Matching System

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 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>.

NOTE: Vendors are expected to submit invoices within 30 days of job shipping/delivery.

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=428343>