

Quotation Request //

US Government Publishing Office

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

JACKET:428-647

Quotations are Due By:
(Eastern Time)2:30 PM on 08/20/2024

**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: Protect 2024 Stickers

QUANTITY: 3000 Total Stickers (600/each of 5 items).

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 Carrie Guasto, APS DC, at cguasto@gpo.gov or 202-512-0866.

TRIM SIZE: Item 1: 4.6612 x 2.0302"

Item 2: 3.8131 x 3.875"

Item 3: 5.4272 x 2.9224"

Item 4: 3.5 x 0.68"

Item 5: 4.7566 x 1.5265"

PAGES: Face Only

SCHEDULE:

Furnished Material will be available for pickup by 08/21/2024

Deliver complete (to arrive at destination) by 08/29/2024

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 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. Digital device must have a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. NOTE: Contractor must produce the entire job either conventional offset or digital printing; split production methods are not acceptable without prior approval.

PRODUCT: High quality, custom vinyl stickers on a glossy, bubble free material (see paper). Coat back of labels with a permanent type, pressure sensitive adhesive and suitably mount on a suitable size backing sheet with all waste removed. Die cut must not penetrate backing sheet. Perforate (slit or slot, without ink) the backing sheet horizontally between each. Die cut sheets also accepted. Final product must be able to adhere to multiple surfaces.

PRINTING: Decals print face only with type/rule matter, solids and an illustration in 4-color process with some type reversing out to appear white. Item 1 has color gradations and Item 2 and 4 have heavy coverage. Items 1, 3 and 4 no bleeds. Items 2 and 5 full bleeds. See attached visual for reference.

After printing, coat the entire surface of the face with gloss laminate or gloss UV flood coat to protect the entire surface from scratching or smearing.

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

One (1) Purchase Order.

One (1) PDF file that includes all 5 items.

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

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 4-5 mil UV protected White Polyester or Vinyl with permanent adhesive backing and a suitable liner sheet, kiss cut.

COLOR OF INK:

4-color process plus gloss UV or gloss laminate.

PRINT PAGE: One Side Only

MARGINS:

Adequate gripper on Items 1, 3, 4. Inadequate gripper on Items 2 and 5. Follow Electronic Files.

PROOFS:

None.

BINDING:

See "Description".

PACKING:

Shrink wrap separately in units of 50 stickers. Pack suitably to ensure decals are not damaged during shipment. Items may be shipped together but dividers must be used to distinguish between each item inside the carton(s).

MARK CARTON WITH THE FOLLOWING INFORMATION:

JOB TITLE: Protect 2024 Stickers

REQUISITION: 4-00210

JACKET NO.: 428-647

QUANTITY: _____

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to kimberly.kuntz@cisa.dhs.gov, jeremy.full@cisa.dhs.gov and cguasto@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 428-647, Req. No. 4-00210". 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 3,000 total stickers (consisting of 600 each of 5 items with 50 blue label copies for each item) via traceable means to: Sheri Arcon, 915 Second Ave., Ste 3440, Seattle WA 98174, 425-503-9545.

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	Furnished Electronic Files
P-10. Process Color Match	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 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): NONE