

Quotation Request //

US Government Publishing Office

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

JACKET:428-747 R-1

Quotations are Due By:
(Eastern Time)10:00 AM on 06/20/2024

**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: USSS Employee Passport
QUANTITY: 2600 Saddle-stitched Booklets.

R-1: Cover coating, delivery date

Contractors are required to enter a true 'Additional Rate'. This is the running rate (with make-ready/setup removed), not a per item price of total cost.

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 Team, at 202-512-0866 or cguasto@gpo.gov.

TRIM SIZE: 7 x 5" flat; 3.5 x 5" folded.

PAGES: 32 pages plus separate wrap-around cover.

SCHEDULE:

Furnished Material will be available for pickup by 06/24/2024

Deliver complete (to arrive at destination) by 07/19/2024

F.O.B. destination

****Delivery prior to 07/19/2024 is acceptable.****

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

DESCRIPTION:

****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.

Covers 1 thru 4 print in 4-color process with type matter which reverses out to appear white, agency logo, and solid heavy coverage. Full bleeds all sides. After printing, coat the entire surface of all covers with a non-yellowing Satin/Matte UV coating to prevent scratching and smearing.

Text pages print face and back (head to head) in 4-color process with type/rule matter plus ghosted background. Full bleeds all sides.

MATERIAL FURNISHED: Contractor to receive. via email/Contractor's FTP site/GPO Filesharing site.

One (1) Purchase order.

Two (2) PDF files for production - one (1) each for cover and text, plus native files with links and fonts.

GPO Form 952 Desktop Publishing - Disk Information

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

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. Minimum 175 line screens required.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order

COVER: JCP Code* L10, White, Gloss-Coated Cover, Basis Size 20 X 26" Basis Weight 100 lbs.

TEXT: JCP Code* A80, Opacified Text, White, Basis Size 25 X 38" Basis Weight 60 lbs.

COLOR OF INK:

Covers: 4-color process + Satin/Matte UV coating

Text: 4-color process

PRINT PAGE: Head to Head

MARGINS:

Inadequate gripper.

Follow electronic file.

PROOFS:

IF PRODUCED DIGITALLY: One (1) set of digital color one-off proofs for the entire booklet 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: One (1) set of digital color content proofs for entire booklet. 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

One (1) set of inkjet proofs for the entire booklet 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).

These proofs must have all elements in press configuration and must indicate margins. Proofs will be used for color match on press and must show dot structure. Inkjet, photographic, and overlay proofs are not acceptable.

NOTE: Inkjet proof is waived if produced digitally.

Send proofs together with the furnished media (copy, electronic files) directly via traceable means to: Communication Center - FSD, 245 Murray Lane SW, Mail Stop 8175, Washington DC 20223, Attn: D. Burrier/B. Westphal, 202-406-9667

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 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 diane.burrier@uss.dhs.gov, brendan.westphal@uss.dhs.gov, and cc: cguasto@gpo.gov. The subject line of this message shall be "PROOF Notice for Jacket 428-747, Requisition Number 4-00027.

NOTE: Contractor to accept approval of proofs via email. Proofs will not be returned.

BINDING:

Cracks and wrinkles are not acceptable. Grain must run parallel to spine.

Covers: Score on fold

Saddle stitch in two (2) places on 5" side.

Trim 3 sides with die-cut round corners with 1/4" radius on the top right and bottom right of all pages.

PACKING:

Film shrink wrap in units of 25 or 50 (contractor's option.)
Pack suitable per carton and shipping container to ensure booklets are not damaged in transit.

NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

JOB TITLE: USSS Employee Passport
REQUISITION: 24-00027
JACKET NO.: 428-747
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: diane.burrier@uss.dhs.gov, brendan.westphal@uss.dhs.gov, and cc: cguasto@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 428-747, Req. No. 4-00027. 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.

NOTE: FedEx or UPS must be used for shipments. If freight is required, please call Carrie Guasto (GPO) 202-512-0866 (or email) cguasto@gpo.gov for delivery instructions and to schedule truck scanning and delivery.

Deliver 2600 total booklets (includes 50 Departmental Random Blue Label Copies) to: A. Holden, 245 Murray Lane SW, Mail Stop 8705, Washington DC 20223, 202-407-6096.

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>

Deliver 2 sample booklets via traceable means to: Communication Center - FSD, 245 Murray Lane SW, Mailstop 8175, Washington DC 20223, Attn: D. Burrier/B. Westphal, 202-406-9667. **INSIDE DELIVERY REQUIRED.**

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
P-10. Process Color Match

OK'd Proofs/Electronic File
OK'd Proofs/Electronic File

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 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): NONE