

Quotation Request //

US Government Publishing Office

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

JACKET:428-900 R-1

Quotations are Due By:
(Eastern Time)11:00 AM on 08/12/2024

**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: Government Auditing Standards GAO-24-106786

QUANTITY: 1154 Perfect Bound Books. Multiple destinations.

R-1: Quantity, Destinations, Delivery date.

Contractors are required to enter a true 'Additional Rate'. This is the running rate, 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 APS DC Team (Tim Sankey) on 202-512-0488 or email tsankey@gpo.gov.

TRIM SIZE: 8-1/2 x 11"

FORM NO: GAO-24-106786

PAGES: 260 plus a separate wrap around cover.

SCHEDULE:

Furnished Material will be available for pickup by 08/20/2024

Deliver complete (to arrive at destination) by 09/20/2024

F.O.B. destination

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

DESCRIPTION:

DIGITAL PRINTING NOT ACCEPTABLE ON COVER.

DIGITAL PRINTING IS ACCEPTABLE ON TEXT.

Text:

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.

Covers 1, 4, and the Spine print in 2-color, Black and in Pantone 108 (yellow), consisting of Black type/rule matter, agency logo with halftone, and full coverage surface tint in Pantone 108 (yellow). Covers 2 and 3 print full bleed in surface tint in Pantone 108 (yellow). After printing, apply a clear gloss varnish or clear non-yellowing gloss aqueous coating over the entire surface of Covers 1, 2, 3, 4 and Spine to prevent scratching and smearing.

Text pages print face and back (head to head) with type/rule matter in black ink only. Rules on top of cover and text pages must align across the bind.

All copies: ISBN and SALES LINE: From furnished manuscript copy, contractor must place the 13 digit ISBN Number and "For Sale By..." line, at the bottom of the back side of the first printed page in the book. Sale line and barcode elements must be printed in black ink against a suitably sized white background at the bottom center of Cover 4. The ISBN number must be printed in Human-Readable interpretation and bar coded using 3 of 9 (code 39) Bar Code System, non contract reading in accordance with ISO-2108:2005.

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

One (1) Purchase Order

One (1) PDF file for production of the cover. NOTE: Contractor must make adjustment to thickness of Spine as necessary. Type must center on width of spine. Contractor must convert RGB black elements on Cover 1 and 4 to black. Contractor must create flood solid for Covers 2-3.

One (1) Excel list to follow for distribution - see attached.

One (1) PDF file with ISBN barcode and for sale line

One (1) PDF file for production of the text

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

Cover: JCP Code* L10, White, Gloss-Coated Cover, Basis Size 20 X 26", 80 lbs.

Text: JCP Code* A61, White, No. 1 Smooth-Finish Text, Basis Size 25 X 38", 60 lbs.

All text paper used in each copy must be of a uniform shade.

COLOR OF INK:

Covers 1, 4 and Spine: Pantone 108 and Black (plus coating, see description)

Covers 2-3: Pantone 108 (plus coating, see description)

Text: Black

PRINT PAGE: Head to Head

MARGINS:

Covers 1-4, Spine: Inadequate gripper, bleeds all sides.

Text: Adequate gripper. Follow electronic files.

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. 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 mcraem@gao.gov and cc: tsankey@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:

Perfect Bind on 11 inch side. Score at bind to prevent cracking with an additional score 1/4" from bind on front and back covers. Trim 3 sides. Paper Covers: Wrap around. Trim flush, Glued on, Grain must run parallel to spine. Cover: Fold should be clean with no cracks.

PACKING:

Pack suitably in cartons and shipping containers (NTE 40 lbs) to ensure books are not damaged during shipment.

MARK CONTAINERS WITH THE FOLLOWING:

TITLE: Government Auditing Standards GAO-24-106786

REQUISITION No.: _____

JACKET #: 428-900

STOCK #: 020-000-00295-6

BAC#: _____

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 mcraem@gao.gov and cc: tsankey@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 428-900, Requisition 4-00023". 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. Additionally, contractor must excel spreadsheet for each destination with tracking information and provide to tsankey@gpo.gov upon completion of all shipments.

Deliver 154 copies to 13 different destinations via traceable means: See Excel list attached.

Deliver 1000 copies (includes 50 Departmental Random "Blue Label" Copies) via traceable means to: USGPO - Laurel Publications Distribution Center, c/o - Receiving - SALES 020-000-00295-6, 8660 Cherry Lane, Ste #32, Laurel, MD 20707-4950, email: laurelpc2@gpo.gov, phone: 202.512.1401. Marked Req#4-01053.

For Laurel distribution:

Appointments must be secured and confirmed to accept the delivery of material.

Appointments must be secured a minimum of three (3) business days in advance of the requested date.

Appointments must be secured and confirmed by the GPO team.

GPO will provide confirmation or alternate delivery dates within one (1) business day of the request.

In order to complete an appointment, at the time of request all metadata for the inbound stock must be

received (metadata - products, stock number, titles, quantities, pallet count).

Deliveries to GPO will occur from 8:00 AM to 3:00 PM on Federal business days for trucks and less than a truckload (LTL).

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 returning materials, submitting/returning proofs, and furnishing samples 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/Furnished electronic file
P-9. Solid and Screen Tint Color Match	Pantone Match System

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): 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=428900>