

# Quotation Request //

## US Government Publishing Office

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

**JACKET:428-943**

**Quotations are Due By:**  
**(Eastern Time)2:00 PM on 09/05/2024**

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

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**TITLE:** Bulletin Board posters (waterproof)

**QUANTITY:** 59 Total Bulletin Board Posters (1 each of 59 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 APS DC Team (Tim Sankey) on 202-512-0488 or email [tsankey@gpo.gov](mailto:tsankey@gpo.gov).

**TRIM SIZE:** 27 x 43"

**PAGES:** Face only

**SCHEDULE:**

Furnished Material will be available for pickup by 09/09/2024

Deliver complete (to arrive at destination) by 10/16/2024

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 ACCEPTABLE.**

At contractors option, the product may be produced via inkjet wide-format digital printing provided that Quality Level III standards are maintained. Final output must be wet ink, pigment-based. Dry ink/toner printing is not acceptable. Output must be at a minimum resolution of 1440 x 720 dpi plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles.

**PRINTING:** Prints face only with type/rule matter, agency logo, illustrations, images, and solids (heavy coverage) in four-color process with some type reversing out to appear white. Bleeds all sides. Each of the 59 different posters has different copy.

**MATERIAL:**

- 10 mil PVC.
- Must be printed direct to substrate with UV matte lamination on printed side.
- Inks/lamination to be fade resistant - must use inks and lamination with UV inhibitors suitable for sunlight exposure and outdoor use. Final product **MUST** be suitable for usage outdoors and be able to withstand humidity, UV and extreme heat and cold with no detectable / appreciable degradation.
- Product is held on bulletin boards by push pins - contractor must ensure standard push pins can penetrate substrate and affix to standard bulletin board material, see attached for reference. Contractor may, at their option, drill/die cut four (4) holes, one in each corner, to ensure this requirement is met.

**BINDING:** Trim 4 sides. Contractor must collate each poster by mileage (notated on front of poster), from nearest to furthest.

**WARRANTY:** Contract Clause 15, "Warranty", of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) is amended for the solicitation to the effect that the warranty period is **EXTENDED** from 120 days to three calendar years from the date the check is tendered as final payment. All other provisions remain the same.

**MATERIAL FURNISHED:** Via email after award.

One (1) Purchase Order.

Three (3) PDF files for production, each containing multiple pages (total adds up to 59) - files contain 1/8" bleeds all the way around artwork with crop marks, if a additional bleed is necessary, contractor must add as needed.

One (1) 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  
See "Description"

**COLOR OF INK:**

4 color process.

**PRINT PAGE:** One Side Only

**MARGINS:**

Inadequate gripper, follow electronic files - bleeds all sides.

**PROOFS:**

**PRIOR TO PRODUCTION SAMPLES:** Prior to the commencement of production of the contract production quantity, the contractor shall submit (1) sample (out of the 59 posters, specified upon award) via traceable means to: C&O Canal National Historical Park, Attn: Christiana Hanson (301) 491-6265, 142 W. Potomac St., Williamsport, MD 21795.

Contractor must notify the ordering agency/GPO with tracking information on the same day that the proof ships/delivers via e-mail sent to christiana\_hanson@nps.gov and cc: tsankey@gpo.gov. The subject line of this message shall be "PROOF Notice for Jacket 428-943, Req#4-00001".

Sample will be tested for conformance of material(s), construction and must comply with the specifications in all respects. Each sample must be printed and constructed as specified using the form, materials, equipment, and methods of production, which will be used in producing the final product.

The container and accompanying documentation shall be marked PREPRODUCTION SAMPLES and shall include the GPO jacket, and purchase order. The samples must be submitted in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule.

The Government will approve, conditionally approve, or disapprove the samples within (7) workdays of the receipt thereof. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefor.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, "Notice of Compliance with Schedules," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor's risk. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured. If approved, the sample will be counted against the total quantity and not need to be reproduced.

**BINDING:**

See 'DESCRIPTION'.

**PACKING:**

Pack suitably in cartons and shipping containers to ensure posters are not damaged during shipment.

**NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:**

**JOB TITLE:** Bulletin Board posters

**MILEAGE RANGE:** \_\_\_\_\_

**REQUISITION:** 4-00001

**JACKET NO.:** 428-943

**QUANTITY:** \_\_\_\_\_

**NUMBER OF BOXES:** EX. Box 1 of 4, Box 2 of 4...



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=428943>