

Quotation Request //

US Government Publishing Office

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

JACKET:429-232 R-1

Quotations are Due By:
(Eastern Time)10:00 AM on 11/01/2024

**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: Monograph for the United States Courthouse, San Antonio, Texas

QUANTITY: 1202 Perfect Bound Books with French Flaps plus 13 QARCS. Press sheet inspection required.

R-1: Additional paper spec detail

NOTE: Contractors **MUST BE QUALITY LEVEL 1** in order to quote this jacket. Quotes submitted by contractors with any other quality level will not be considered for award.

RESTRICTION ON LOCATION OF PRODUCTION FACILITIES: All production facilities used in the manufacture of the product(s) ordered under this contract must be located within a 100-mile radius of zero milestone, Washington, DC.

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.

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TRIM SIZE: .

Cover: Flat approx. 33.25 x 8.5" including front and back flaps and spine.
Text: 8.5 x 8.5"

Final Trim Size: 8.5 x 8.5".

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PAGES: 40 pages + separate wrap around fold-out cover.

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SCHEDULE:

Furnished Material will be available for pickup by 11/05/2024

Deliver complete (to arrive at destination) by 12/13/2024

F.O.B. destination

Delivery prior to 12/13/2024 is acceptable.

QUALITY LEVEL: 1 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

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DIGITAL PRINTING IS NOT ACCEPTABLE

Cover (C1, C4, Front and Back Flaps, and Spine) prints face only, before construction. C1 prints in 4-color

process with type matter and photo. C4, flaps, and spine print in black only with type matter and agency logo. C1 bleeds at the bottom. C4, flaps, and spine do not bleed. After printing, coat the entire surface of C1, C4, flaps, and spine with a clear, non-yellowing satin aqueous coating.

NOTE: Contractor to adjust spine width appropriately to accommodate 40 text pages plus cover flaps.

Text pages print face and back (head to head) in 4-color process with type matter, high resolution photos, and illustrations. 21 pages have uncommon bleeds and are scattered throughout. After printing, spot coat the surface of all photos with a clear, non-yellowing satin aqueous coating.

NOTE: Text pages contain crossovers which MUST print, register, and align across the bind. Contractor to adjust art as necessary, but must ensure image alignment is maintained.

If the contractor has any questions, concerns, or notices any discrepancies between the furnished material (including the artwork) and the specifications, IMMEDIATELY contact Carrie Guasto at cguasto@gpo.gov.

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 one calendar year from the date the check is tendered as final payment. All other provisions remain the same.

MATERIAL FURNISHED: via email/GPO FileSharing/Contractor's FTP after award:

One (1) Purchase Order.

One (1) Zip file containing an InDesign file and all links, plus a composite PDF for reference.

One (1) Previously printed sample (of different edition in the series) to be used as a reference for paper, construction, and print quality. Contractor to provide shipping label from zip code 20405.

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

GPO Form 915 (Business Reply Label).

GPO Form 917 (Certificate of Selection).

GPO Form 2678 (departmental random copies-blue label).

GPO Form 2686 (QARC Random copies sampling & shipping instructions).

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 screen required.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
Cracks and wrinkles of any kind are not acceptable

This book is part of a series. Previous editions printed on McCoy Matte Cover and Text. Any paper to be used in this procurement must a close match of or equal to 96 brightness.

COVER: JCP Code L61, No. 1 Silk / Dull-Coated Cover, White, Basis Size 20 X 26", 100 lbs.
(Equal to JCP L61 with exception to brightness.)

TEXT: JCP Code A261, No. 1 Silk / Dull-Coated Text, Basis Size 25 X 38", 100 lbs.
(Equal to JCP A261 with exception to brightness.)

Paper used in each copy must remain uniform throughout entire duration of the order.

NOTE: NO SUBSTITUTIONS UNLESS PRODUCT(S) ABOVE HAVE BEEN DISCONTINUED;
CUSTOMER MUST INSPECT POTENTIAL SUBSTITUTIONS FOR PHYSICAL CONTINUITY WITH
EXISTING SPEC AND APPROVE FOR USE. SUBSTITUTIONS ARE NOT ALLOWED WITHOUT
PRIOR APPROVAL.

COLOR OF INK:

4-color process + satin aqueous coating.
See "Description" herein.

PRINT PAGE: Head to Head

MARGINS:

Uncommon bleeds - Inadequate gripper.
Follow electronic files.

PROOFS:

One (1) set of digital color content proofs for the entire book. 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 digital one-piece composite laminated halftone proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi for the entire book.

At contractor's option, one (1) set of inkjet proofs that are G7 profiled and use pigment-based inks may be submitted in lieu of digital one-piece composite laminated halftone proofs. 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 2016 and future amendments) must be utilized. Proofs must be ripped and sent at plate resolution (minimum of 2400 x 2400 dpi). If using a 1 bit tiff, the tiff must be made at a minimum of 2400 dpi. Output must be a minimum of 2400 x 1200 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain both of the following to be evaluated for accuracy: 3-tier color control strip: IDEAlliance ISO 12647-7 2013(i1), and the GPO Resolution target found www.gpo.gov/gporestarget.pdf. NOTE: If a contractor chooses this proof option, prior evaluation and approval of this proofing method must be provided by GPO, Quality Control for Published Products, to ensure that the final product will be produced in accordance with contract specifications. See instructions at:

<https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qlsamples6f200c30b44a64308413ff00001d133d.pdf>. Failure to obtain this evaluation and approval may be cause for the job to be rejected should the final product not match the proofs for color.

Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8 x 1/8" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

NOTE: Proofing Spot Satin Aqueous: Spot Satin Aqueous may be shown as either a digital content proof or as an overlay on the one piece laminated proofs.

Send all proofs together via traceable means directly to: GSA, 1800 F Street NW, Room 2400, Washington DC 20405, Attn: Renee Pilone, 202-841-0601.

Contractor must notify the ordering agency/GPO a minimum of two (2) workdays in advance of shipping proofs via email to renee.pilone@gsa.gov and cc: cguasto@gpo.gov.

Contractor must relay tracking information on the same day that the proof ships via e-mail sent to renee.pilone@gsa.gov and cc: cguasto@gpo.gov. The subject line of this message shall be "PROOF Notice for Jacket# 429-232 / Requisition# 4-01024".

Contractor must also 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 three (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 PROOF APPROVAL.

- PLUS PRESS SHEET INSPECTION AFTER PROOF APPROVAL -

PRESS SHEET INSPECTION: Final makeready press sheets will be inspected and approved at the

contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. NOTE: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Press sheets must contain control bars for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers. The control bars must show areas consisting of 1/8" x 1/8" minimum solid color patches; tint patches of 25, 50, and 75%; dot gain scale (such as, BRUNNER, GATF, GRETAG, or RIT); and gray balance patches for process color (if applicable). These areas must be repeated across the entire press sheet.

Viewing Light: Press sheets will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ISO 3664-2009; a viewing booth under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

The contractor must notify the ordering agency and GPO of the date and time the press sheet inspection can be performed by contacting Renee Pilone (GSA), renee.pilone@gsa.gov, 202-841-0601 and Carrie Guasto (GPO), cguasto@gpo.gov, 202-512-0866.

****In order for proper arrangements to be made, notification must be given at least three (3) workdays prior to the inspection.****

Notify the U.S. Government Publishing Office, Contract Management Division, Quality Control for Published Products Section (CSPS), Washington, DC 20401, on telephone area code (202) 512-1162. Telephone calls will only be accepted between the hours of 8:00 am and 2:00 pm, prevailing eastern time. Note: See contract clauses, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 1 18)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

BINDING:

****Cracks and wrinkles are not acceptable on any component of this book.****

MUST SCORE ON ALL FOLDS.

Covers: Wrap around, glued on. Covers must be scored at spine and flaps, plus hinge score at 1/4" from spine on C1 and 1/4" from spine on C4.

Perfect bind at left 8.5" side. Trim 3 sides.

PACKING:

Qty of 177 books film shrink wrap individually and deliver to four (4) locations. Pack suitable per carton and shipping container to prevent any damage during transit.

Balance of 1025 books are film shrink wrapped in packs of 5 books for a total of 205 shrink wrapped packs delivering to one (1) location. ****Pack no more than 60 books per carton.**** Pack suitably per shipping container to prevent any damage during transit.

See "Distribution" herein.

MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

Job Title: Monograph for the United States Courthouse, San Antonio, Texas

Req. No.: 4-01024

Jacket No.: 429-232

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: renee.pilone@gsa.gov and cc: cguasto@gpo.gov. The subject line of this message shall be "Distribution Notice for Jacket 429-232, Req. No. 4-01024. 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 1025 copies (shrink wrapped in packs of 5) (includes 50 Departmental Random "Blue Label" Copies) via traceable means to: GSA, 1800 F Street NW, Room 2400, Washington DC 20405, Attn: Renee Pilone, 202-841-0601

****NOTE: Must call a minimum of 48 hours prior to delivery to ensure staff is available to receive the delivery.****

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 100 copies (individually shrink wrapped) via traceable means to: U.S. Courthouse, 262 Nueva Street, Suite 3-270, San Antonio TX 78207, Attn: Raime Lyon, 210-472-6550.

Deliver 75 copies (individually shrink wrapped) via traceable means to: GSA Greater Southwest Region, 819 Taylor Street, 11th Floor, Fort Worth TX 76102, Attn: David Reyff, 817-807-2948.

Deliver 1 sample copy via traceable means to: U. S. Government Publishing Office, 732 N. Capitol St. NW, Washington DC 20401, Attn: Carrie Guasto (jkt 429-232), 202-512-0866.

SUPTDOC COPIES (F.O.B Destination).

Deliver 1 copy via traceable means to: BAC (C+I) 1523-01, U.S. Government Publishing Office, Federal Depository Library Program, Mail Stop: FDLP, 44 H St. NW, Loading Dock, Washington DC 20401. Marked: Depository Copies, Item no. 0559.

Deliver 1 copy via traceable means to: BAC (By-Law) 1525-01, Library of Congress, U.S. Serials and

Government Documents Section, U.S. Anglo Division, 101 Independence Avenue, SE, Stop 4276, Washington DC 20540-4276. Marked: Depository File Copies. NOTE: All shipments to this destination must be via FedEx, UPS or United States Postal Service (USPS).

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	OK Press Sheets
P-10. Process Color Match	OK Press Sheets

Special Instructions: In the event that inspection of press sheets is waived by the Government, the following listed alternate standards (in order of precedence) shall become the Specified Standards:

P-7. OK Proofs, Furnished electronic file.

P-10. OK Proofs, Furnished electronic file.

QUALITY ASSURANCE RANDOM COPIES: The contractor will be required to execute a statement furnished by GPO certifying that copies were selected as directed. Business Reply Mail labels will be furnished for mailing the quality assurance random copies. The copies are to be mailed at the same time as the first scheduled shipment. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket and Purchase Order numbers, must be furnished with billing as evidence of mailing.

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