

This contract has a one year base and a 4 year extension potential
 PROGRAM 3001S -- TERM DATE: March 2016 thru February 2017
 TITLE: INVITATIONS, PROGRAMS, ETC.

ITEM NO. & DESCRIPTION	BASIS OF AWARD	Pioneer Printing Lodi NY		WBC Inc dba Lithexcel Albuquerque NM		Western Typographers Lynnwood WA		PREVIOUS Pioneer Printing	
		UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST	UNIT RATE	COST
I. PRINTING AND BINDING									
A. Printing in a Single Ink Color									
1. Invitations and reply cards printing in a single ink color. Cost per page.									
(a) Makeready and/or setup.....	29	38.00	1102.00	30.00	870.00	54.00	1566.00	38.00	1102.00
(b) Running per 100 copies.....	32	2.00	64.00	2.00	64.00	10.00	320.00	2.00	64.00
2. Envelope for invitations and reply cards printing in a single ink color, face only. Cost per envelope.									
(a) Makeready and/or setup.....	19	38.00	722.00	30.00	570.00	37.00	703.00	38.00	722.00
(b) Running per 100 copies.....	21	2.00	42.00	3.00	63.00	10.00	210.00	2.00	42.00
3. Programs printing in a single ink color, head to head including saddle-stitching. Cost per page									
(a) Makeready and/or setup.....	192	9.00	1728.00	30.00	5760.00	30.00	5760.00	9.00	1728.00
(b) Running per 100 copies.....	311	2.00	622.00	2.00	622.00	8.00	2488.00	2.00	622.00
B. Printing in an Additional Color(s)									
Cost per page and per additional color.									
1. Makeready and/or setup.....	5	47.00	235.00	30.00	150.00	42.90	214.50	48.00	240.00
2. Running per 100 copies.....	5	2.00	10.00	3.00	15.00	15.00	75.00	2.00	10.00
C. Printing with Metallic Ink									
Metallic ink cost per page.									
1. Makeready and/or setup.....	4	47.00	188.00	65.00	260.00	80.00	320.00	48.00	192.00
2. Running per 100 copies.....	4	2.00	8.00	6.00	24.00	15.00	60.00	2.00	8.00
D. Foil Stamping									
Foil Stamping in a single foil color, one side only, cost per page.									
1. Makeready and/or setup.....	6	28.00	168.00	250.00	1500.00	114.00	684.00	28.00	168.00
2. Running per 100 copies.....	7	3.85	26.95	7.00	49.00	56.00	392.00	3.85	26.95
E. Process Color									
Four color process printing; cost per page.									
1. Makeready and/or setup.....	76	18.00	1368.00	65.00	4940.00	32.00	2432.00	18.00	1368.00
2. Running per 100 copies.....	123	12.00	1476.00	5.00	615.00	20.00	2460.00	12.00	1476.00
II. COMPOSITION									
(a) Typesetting, cost per line of type.....	150	0.45	67.50	2.00	300.00	0.50	75.00	0.45	67.50
(b) Computer time rounded to the nearest 15 minute increments. Cost per hour.....	9	40.00	360.00	80.00	720.00	90.00	810.00	40.00	360.00
(c) Foil stamping Die, cost per die set.....	5	50.00	250.00	200.00	1000.00	98.00	490.00	50.00	250.00
III. STOCK/PAPER									
(a) White Offset Book, 80#.....	23	2.43	55.89	3.00	69.00	2.00	46.00	2.43	55.89
(b) White Dull Coated Book, 80#.....	15	2.43	36.45	2.50	37.50	3.00	45.00	2.43	36.45
(c) White Matte Coated Book, 80#.....	59	2.43	143.37	2.40	141.60	3.00	177.00	2.43	143.37
(d) White Gloss Coated Text, 80#.....	57	3.14	178.98	2.00	114.00	5.00	285.00	3.14	178.98
(e) Ivory Vellum Finished Book, 70#.....	8	2.83	22.64	2.00	16.00	4.00	32.00	2.83	22.64
(f) White Index, 110#.....	4	4.82	19.28	4.50	18.00	6.00	24.00	4.82	19.28
(g) White Dull Cover, 80#.....	2	6.05	12.10	6.00	12.00	12.00	24.00	6.05	12.10
(h) White Matte Cover, 80#.....	6	6.05	36.30	6.00	36.00	12.00	72.00	6.05	36.30
(i) White Gloss Cover, 80#.....	4	6.25	25.00	5.00	20.00	12.00	48.00	6.25	25.00
(j) Ivory Vellum Cover, 80#.....	2	6.05	12.10	8.00	16.00	12.00	24.00	3.05	6.10
(k) White Panel Cards, 120#.....	6	7.80	46.80	13.00	78.00	16.00	96.00	7.80	46.80
(l) Ivory Panel Cards, 120#.....	2	8.02	16.04	15.00	30.00	16.00	32.00	8.02	16.04
(m) White Wove matching Envelope, 28#.....	17	7.80	132.60	6.00	102.00	15.00	255.00	7.80	132.60
(n) Ivory Wove matching Envelope, 28#.....	4	8.02	32.08	7.50	30.00	16.00	64.00	8.02	32.08
CONTRACTOR TOTALS			\$ 9,207.08		\$ 18,242.10		\$ 20,283.50		\$ 9,210.08
DISCOUNT		1%	\$ 92.07	1%	\$ 182.42		\$ -	1%	\$ 92.10
DISCOUNTED TOTALS		20 days	\$ 9,115.01	20 days	\$ 18,059.68	NET 30	\$ 20,283.50	20 days	\$ 9,117.98

AWARDED

Review by: _____

U.S. GOVERNMENT PUBLISHING OFFICE
Seattle, Washington

GENERAL TERMS, CONDITIONS, AND SPECIFICATIONS

For the Procurement of

Invitations, Programs, etc.

as requisitioned from the U.S. Government Publishing Office (GPO) by the

Army Corps of Engineers
U.S. Department of Defense
Seattle, Washington

(and various other Government agencies and departments)

Single Award

The term of this contract is for the period

Beginning March 1, 2016 and ending February 28, 2017

BID OPENING: Bids shall be publicly opened at 2 p.m., prevailing-time Seattle, on February 25, 2016

PRODUCTION AREA: Due to the majority of the orders originating in the Puget Sound region, it is assumed that all production facilities used in the manufacture of the products ordered under this contract will be located within a 30 mile radius of Seattle, WA.

Any bidder intending to use production facilities outside this area should furnish information with the bid, see page 13, which will on its face demonstrate ability to meet the schedule requirements. The determination by the Government of the acceptability of this information in no way relieves the successful bidder of the responsibility for compliance with these schedule requirements.

CONTRACT TERM: The term of this contract is for one year (the base year), and four option years. Attention is directed to the clauses: "Economic Price Adjustment," and "Option to Extend the Contract Term."

Fill out and mail Section 4; Schedule of Prices; of this specification with a copy of the 910 form to: U.S. GOVERNMENT PUBLISHING OFFICE; 4735 E. Marginal Way South; Seattle; Washington; 98134. Mark your bid "ATTN: 3001-S" on the outside of the envelope.



The following web address will allow you to print a copy of the 910 form.
<http://www.gpo.gov/pdfs/vendors/sfas/bids910.pdf>



The following web address will allow you to print a copy of the current pricing abstract.
<http://www.gpo.gov/gpo/abstracts/abstract.action?region=Seattle> Scroll down and click on 3001-S.
The spread sheet will be in a PDF format.

For information of a technical nature call Felicia Buchko, Ext. # 3, or email fbuchko@gpo.gov, other questions should be directed to the contract administrator, Lautretz Moore, Ext. # 2, or e-mail lmoores@gpo.gov Phone: (206) 764-3726 (no collect calls).

SECTION 1.- GENERAL TERMS AND CONDITIONS

GPO CONTRACT TERMS: Any contract, which results from this Invitation for Bid, will be subject to the applicable provisions, clauses, and supplemental specifications of GPO Contract Terms (GPO Pub. 310.2, effective December 1, 1987 (Rev. 6/01)), and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979 (revised December 1992)).



<http://www.gpo.gov/pdfs/vendors/sfas/terms.pdf> <http://www.gpo.gov/pdfs/vendors/sfas/qatap.pdf>

The above links will enable viewing of the most current versions of the afore mentioned documents.

QUALITY ASSURANCE LEVELS AND STANDARDS: The following levels and standards shall apply to these specifications:

Product Quality Levels:

- (a) Printing Attributes -- Level III.
- (b) Finishing Attributes -- Level III.

Inspection Levels (from MIL-STD-105):

- (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:

<u>Attribute</u>	<u>Specified Standard</u>
P-7. Type Quality and Uniformity	Government furnished materials or average type dimension or approved proof.
P-8. Halftone Match (Single and Double Impression)	Government furnished materials or approved proof
P-9. Solid and Screen Tint Color Match	Pantone Matching System or Government furnished sample.

SUBCONTRACTING: The predominant production function is presswork.

OPTION EXTENSION OF CONTRACT TERM: The Government has the option to extend the term of this contract for a period of 12 months by written notice to the contractor not later than 30 days before the contract expires. If the Government exercises this option, the extended contract shall be considered to include this clause, except, the total duration of the contract may not exceed 5 years as a result of, and including, any extension(s) added under this clause. Further extension may be negotiated under the "Extension of Contract Term" clause. See also "Economic Price Adjustment" for periodic pricing revision.

Notwithstanding the above paragraph, at the request of the Government, the term of any contract resulting from this solicitation may be further extended for such period of time as may be mutually agreeable to the GPO and the contractor.

ECONOMIC PRICE ADJUSTMENT: The prices set forth in this contract shall be adjusted in accordance with the provisions of this clause, provided that, in no event will prices be revised to exceed the maximum permissible under any law existing as of the date of the contract or as may be hereafter promulgated.

Price adjustment period: For the purpose of this clause, the program years shall comply with the Contract Term clause. There shall be no price adjustment for orders placed during the first program year of this contract.

Price adjustment: The prices shall be adjusted on the basis of the "Consumer Price Index For All Urban Consumers - Commodities Less Food, Seasonally Adjusted," published monthly in the CPI Detailed Report by the Department of Labor, Bureau of Labor Statistics, in the following manner:

- (1) The contract price of orders placed during the adjusted period (excluding reimbursable postage or transportation costs) shall be adjusted by the percentage increase or decrease in the average, seasonally adjusted Consumer Price Index For All Urban Consumers - Commodities Less Food (seasonally adjusted) as follows: An index shall be calculated by averaging the 12 seasonally adjusted months ending 3 months prior to the expiration of the first period of the contract. This average is then compared with the average index for the 12-month period ending 3 months prior to the beginning of the contract, called the base index. The percentage increase or decrease by comparing these two indexes shall be applied to the contractor's invoices for orders placed during the price adjustment period.
- (2) **The Government will notify the contractor in writing of the percentage increase or decrease to be applied to any invoices to be submitted for orders subject to price adjustment in accordance with this clause.** Such percentage will be determined from the published index as set forth above. The contractor shall apply the percentage increase or decrease against the total price of the invoice less reimbursable postage or transportation costs. Any applicable discounts will be calculated on the basis of the invoice price as adjusted.

RECOVERED MATERIALS PROGRAM: The Government Publishing Office is promoting the use of recovered materials in its contracts to the maximum extent practicable, provided all specification requirements are met. Offerors are encouraged to supply paper and paper products that contain recovered materials even in the absence of a specific solicitation provision or contract clause requiring such materials.

Recovered materials shall mean "recovered fiber" or "postconsumer recovered fiber" as defined in "Government Paper Specification Standards No. 12," published by the Joint Committee on Printing. However, when used in conjunction with the cotton/linen content of paper, "recovered fiber" means a postconsumer fiber and "recovered material" means a preconsumer fiber.

By submission of a bid or offer, or by substantial performance on a small purchase, the offeror certifies that the paper to be supplied contains at least the minimum percentage of recovered materials in the paper products as specified. This certification concerns a matter within the jurisdiction of an agency of the United States, and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001. The Government reserves the right to require proof of such certification prior to first delivery and thereafter as may be otherwise provided for under the provisions of the contract.

When the use of recovered materials is specified, the contractor shall maintain manufacturer/mill accounting and record summaries on the fiber weight content used as feed stock, for the purposes of Government audit, that will verify (a) the contractor's certification of the minimum percentage of recovered materials used in the performance of the contract, (b) that the paper and paper products are in compliance with the specification requirements, and (c) the paper is manufactured in accordance with the Environmental Protection Agency (EPA) Paper Products Recovered Materials Advisory Notice (61 FR 26985, May 29, 1996) whether the products are manufactured by the contractor or another paper mill. The contractor, if not the manufacturer, shall obtain this information from the paper manufacturer. The contractor shall maintain, and make available to the Government, these documents for one year after the expiration of the contract. Nothing in this clause shall excuse the contractor from furnishing the specified paper.

The contractor warrants that the paper prices set forth in this contract do not include any allowance for any contingency to cover anticipated increased costs of paper to the extent such increases are covered by this price adjustment clause.

ORDERING: Items to be furnished under the contract shall be ordered by the issuance of print orders by the Government. Orders may be issued under the contract from March 1, 2016 through February 28, 2017 plus for such additional period(s) as the contract is extended. All print orders issued hereunder are subject to the terms and conditions of the contract. The contract shall control in the event of conflict with any print order. A print order shall be "issued" for purposes of the contract, when it is either deposited in the U.S. Postal Service mail or otherwise furnished to the contractor in conformance with the schedule.

PAYMENT: Submit all vouchers to: Comptroller, Stop FMCE, Financial Management Service, U.S.



Government Publishing Office, Washington D.C., 20401. Using the GPO barcode cover sheet and faxing your invoice to GPO is the fastest and safest method of being paid. Your voucher goes directly into the electronic database of vouchers and is scheduled for payment. The following website address will allow you to create the GPO payment barcode cover page.

<http://winapps.access.gpo.gov/fms/vouchers/barcode/>

LIMITATION OF PERFORMANCE AND CONTRACTOR OBLIGATIONS: Funds are available for performance of this contract for the first program period only. The amount of funds available at award is not considered sufficient for the performance required for any program period other than the first program period. When additional funds are available for the full requirements of the next succeeding program period, the Contracting Officer shall, not later than the date specified in the "Options" clause (unless a later date is agreed to), so notify the contractor in writing.

The Government's obligation to the contractor, as specified and limited under this contract, extends only to work under program period requirements for which funds have been made available and as obligated by each print order. The contractor is not obligated to incur costs for the performance required for any program period after the first unless written notification is received from the Contracting Officer of an increase in availability of funds. If so notified, the contractor's obligation shall increase only to the extent contract performance is required for the additional program period for which funds have been made available. If this contract is terminated under the "Termination for the Convenience of the Government" clause "total contract price" in that clause means the amount available for performance of this contract, as provided for in this clause. The term "work in process" in that clause means the work under program period requirements for which funds have been made available. If the contract is terminated for default, the Government's rights under this contract shall apply to the entire multiperiod requirements.

PREAWARD SURVEY: In order to determine the responsibility of the prime contractor or any subcontractor, the Government reserves the right to conduct a preaward survey or to require other evidence of technical, production, managerial, financial, and similar abilities to perform, prior to the award of a contract.

ASSIGNMENT OF JACKETS, PURCHASE AND PRINT ORDERS: A GPO jacket number will be assigned and a purchase order issued to the contractor to cover work performed. The purchase order will be supplemented by an individual "Print Order" for each job placed with the contractor. The print order, when issued, will indicate the quantity to be produced and any other information pertinent to the particular order.

FACSIMILE BIDS: The solicitation provision in GPO Contract Terms (Pub. 310.2) permitting facsimile bids means a bid that has been transmitted to and has been received by a commercial enterprise via facsimile and subsequently delivered to the Government. **Facsimile or emailed bids transmitted to GPO offices will not be considered.**

REQUIREMENTS: This is a requirements contract for the items and for the period specified herein. Shipment/delivery of items or performance of work shall be made only as authorized by orders issued in accordance with the clause entitled "Ordering". The quantities of items specified herein are estimates only, and are not purchased hereby. Except as may be otherwise provided in this contract, if the Government's requirements for the items set forth herein do not result in orders in the amounts or quantities described as "estimated", it shall not constitute the basis for an equitable price adjustment under this contract.

Except as otherwise provided in this contract, the Government shall order from the contractor all the items set forth which are required to be purchased by the Government activity identified on page one. The Government shall not be required to purchase from the contractor, requirements in excess of the limit on total orders under this contract, if any.

Orders issued during the effective period of this contract and not completed within that time shall be completed by the contractor within the time specified in the order, and the rights and obligations of the contractor and the Government respecting those orders shall be governed by the terms of this contract to the same extent as if completed during the effective period of this contract. If shipment/delivery of any quantity of an item covered by the contract is required by reason of urgency prior to the earliest date that shipment/delivery may be specified under this contract, and if the contractor will not accept an order providing for the accelerated shipment/delivery, the Government may procure this requirement from another source.

The Government may issue orders, which provide for shipment/delivery to or performance at multiple destinations. Subject to any limitations elsewhere in this contract, the contractor shall furnish to the Government all items set forth herein which are called for by print orders issued in accordance with the "Ordering" clause of this contract.

SECTION 2 - SPECIFICATIONS

SCOPE: These specifications cover the production of items such as invitations, envelopes, other cards (RSVP cards, directions, etc.), programs and miscellaneous forms requiring such operations as composition, printing, foil stamping, binding, packing, and delivery.

TITLE: Invitations, Programs, etc.

FREQUENCY OF ORDERS:

Approximately 14 orders will require invitations and envelopes

Approximately 16 orders will require programs

Approximately 9 orders will require other cards (RSVP cards, directions, etc.)

Approximately 60% of the "other cards" may require envelopes.

Some orders may require invitations and other cards and programs ordered in sets.

Approximately 6 orders will require foil stamping; approximately 4 will require metallic ink; approximately 5 orders will require additional ink color(s); and approximately 19 orders will require Four-Color Process with an approximate average of 4 pages.

QUANTITY:

Invitations: Approximately 109

Programs: Approximately 162

Other Cards (RSVP, directions, etc.): Approximately 113

NUMBER OF PAGES: Invitations, other cards, and envelopes print face only or face and back.
Approximately 25% of the cards print face and back.

Programs: Approximately 4 to 12 text pages, with an average of eight text pages per order. Most programs will also include a 4-page wrap-around cover. Some programs may be self-cover.

TRIM SIZE: Invitations, cards, guest passes: From 3-1/2 x 2" up to and including 6-1/2 x 4-3/4".
Envelopes: From 5-3/4 x 4-3/8" up to 6-1/2 x 4-3/4".
Programs: Up to 6 x 9".

GOVERNMENT TO FURNISH:

Electronic media on disc's; IBM and/or Macintosh compatible. Software on the above could include but not limited to: PhotoShop, InDesign, Word, Powerpoint, PDF's and PostScript files. Various versions of software may be used; the contractor will be required to have the most current version(s).

Frequent orders will transmit files via email or ftp.

Camera copy consisting of line copy and color and/or black and white photographs to be scanned at various sizes.

Typewritten manuscript copy.

Print orders.

GPO Form 905 for shipping container labels.

Identification markings such as register marks, ring folios, rubber stamped jacket numbers, commercial identification marks of any kind, etc., except form number and revision date, carried on copy, film or in the electronic files, must not print on finished product.

CONTRACTOR TO FURNISH: All materials and operations, other than those listed under "Government to Furnish," necessary to produce the products in accordance with these specifications.

The contractor will host a website with secure FTP service using either Secure Sockets Layer (SSL) or Transfer Layer Security (TLS) encryption. The servers must be redundant and located in a secure locked, climate controlled, fire-resistant facility. This web site must allow the agency to post Government furnished material and print proofs from the site when required.

In lieu of the agency posting Government furnished materials to an FTP site, Government furnished material may be required to be picked up from and delivered to the ordering Department at various locations, normally in the Puget Sound area.

Prior to image processing, the contractor shall perform a basic preflight check of the furnished media and publishing files to assure correct output of the required reproduction image. If any errors, media damage, or data corruption that might interfere with proper file image processing are discovered during inspection by the contractor, work must be discontinued and further instructions should immediately be requested from the Seattle Regional Office.

This preflight must identify any problem areas with digital file submission and must include but not be limited to missing or damaged fonts, damaged disks, missing bleeds, improper trim size, and improper color definition. The Contractor is also responsible for creating or altering any necessary trapping, setting proper screen angles and frequency (unless indicated otherwise by the Government), and defining proper file output selection for the imaging device being used. All furnished files must be imaged as necessary to meet the assigned Quality Assurance Through Attributes Program (QATAP) level.

Prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

Upon completion of each order, the contractor must furnish final production native application files (digital deliverables) with the furnished material. The digital deliverables must be an exact representation of the final printed product and shall be returned on the same type of storage media as was originally furnished. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government. File type of the returned Government furnished materials will be specified on the print order.

COMPUTER TIMEWORK: Electronic prepress operations which cannot be properly classified under any other item shall be charged as "Computer Timework". Any charge made under "Computer Timework" must be supported by a statement outlining in detail the operation for which payment is claimed. In case of dispute, the Contracting Officer reserves the right to be the final judge as to the operations and/or number of hours chargeable. Timework will be rounded up to closest 15-minute increments. **Prior to work, the contractor will be required to inform the agency of the approximate time required for repairs or corrections.**

COMPOSITION: Composition must be at a suitable resolution to achieve best possible output quality.

Typefaces and Sizes: The contractor is required to furnish standard type faces, sizes and weights.

The GPO reserves the right to require samples and to judge the suitability of any alternate typeface offered in order to make an award which is deemed to be in the best interest of the Government.

Approximately 10 orders will require setting an average of approximately 15 lines of type.

FILM/REPRODUCIBLES: Films are not required. In lieu of film-making; photographs and line illustrations may be scanned into place and billed as computer time work.

All halftones are to be equal to 120 dpi or higher resolution. The average halftone will be 4 x 5".

STORAGE: The contractor will be required to store digital versions of logos and documents that the agencies will require usage throughout the term of this contract. Storage of digital files will be for the life of the contract and must be burned to CD or DVD and returned to the agencies at the end of the contract term.

STOCK/PAPER: The specifications of all paper furnished must be in accordance with those listed herein or listed for the corresponding JCP Code numbers in the "Government Paper Specification Standards No. 12" dated March, 2011. http://www.gpo.gov/pdfs/customers/sfas/vol12/vol_12.pdf.



Color of paper furnished shall be of a uniform shade and a close match by visual inspection of the JCP. The Contracting Officer reserves the right to reject shipments of any order printed on paper the color of which, in his opinion, materially differs from that of the color specified.

The paper/stock to be used will be indicated on each print order. Panel cards and envelopes must be from matching stock. All cover paper must have the grain parallel to the spine.

White Offset Book, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A60.

White Dull Coated Offset Book, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A260.

White Matte Coated Offset Book, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A240.

White Number One Gloss Coated Text, basis weight: 80 lbs. per 500 sheets, 25 x 38", equal to JCP Code A181.

Ivory Vellum Finished Book, basis weight: 70 lbs. per 500 sheets, 25 x 38, equal to JCP Code A90.

White Index, basis weight: 110 lbs. per 500 sheets, 25-1/2 x 30-1/2", equal to JCP Code K10.

White Dull Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L60.

White Matte Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L50.

White Gloss Coated Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L10.

Ivory Vellum Finish Cover, basis weight: 80 lbs. per 500 sheets, 20 x 26", equal to JCP Code L20.

White and/or Ivory Vellum Finish panel cards, 4-1/4 x 5-1/2" and 4-5/8 x 6-1/4", basis weight: 120 lbs.

White and/or Ivory Wove matching (to match panel cards) envelopes, basis weight: 28 lbs. per 500 sheets, 17 x 22".

MARGINS: Adequate gripper margins throughout most pieces. Occasional covers on program orders will bleed.

PRINTING:

Items may print one side only or head-to-head in black and/or in a Pantone Color and/or in Four-Color Process. Approximately 5 orders will require 1 additional ink color. Some orders may require up to 3 additional ink colors.

Match Pantone number as indicated on the print order. Approximately 4 orders will require metallic ink (including, but not limited to, metallic silver or metallic gold) on the front cover of the programs and/or on the face of the invitations.

At contractor's option, the product may be produced via conventional offset or digital printing provided that Quality Level 3 standards are maintained. Final output must be a minimum of 150 line screen and at a minimum resolution of 2400 x 2400 x 1 dpi or 600 x 600 x 8 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.

Stamping; Hot foil stamping: Stamping must have solid impressions; no picking, pinholes or plugged type. Stamping could include, but not be limited to, imitation-gold or imitation-silver foil. The foil stamping images will be an average size of 3 square inches. An occasional order may require stamping only with no printing. Approximately 5 orders may require creation of dies.

All stamping dies produced under this contract will become the property of the ordering agency. The contractor will store all stamping dies and return them to the ordering agency at the expiration of this contract. A die making charge will not be allowed when the ordering agency is requesting the use of a die previously ordered under this contract.

BINDING: Programs will be saddle-wire stitched in two places and trim three sides.

PROOFS: When indicated on print order, the contractor will fax, email or post the proof(s) to their secure website, at the option of the ordering agency. The proofs must show color breaks, trim and fold lines and have all elements in their proper position.

No additional charge will be allowed for emailed proofs.

When proofs are requested, the contractor must not print prior to receipt of an "OK to print."

SCHEDULE: Adherence to this schedule must be maintained. Contractor must not start production of any job prior to receipt of the individual print order (GPO Form 2511).

No definite schedule for pickup of material can be predetermined.

Proofs will be held by ordering Department no more than one workday.

The following schedule begins the workday after notification of the availability of print order and furnished material.

Complete production and delivery must be made within from 3 to 14 workdays.

The ship/deliver date indicated on the print order is the date products ordered must be delivered to the destination(s) specified.

Unscheduled material such as shipping documents, receipts or instructions, delivery lists, labels, etc., will be furnished with the order or shortly thereafter. In the event such information is not received in due time, the contractor will not be relieved of any responsibility in meeting the shipping schedule because of failure to request such information.

PACKING: Band with Kraft paper, wrap or shrink-film package, or box, as specified on print order, keeping each item separate.

Pack suitable quantities per shipping container. Each shipping container must not exceed 45 pounds.

LABELING AND MARKING: Use GPO form 905 to mark all shipping containers.

DISTRIBUTION: Deliver f.o.b. destination to the Contiguous United States. The majority of orders will be within the States of Idaho, Montana, Oregon, and Washington, Nevada, and California. The contractor will be reimbursed for second-day air to the States of Alaska and Hawaii by submitting shipping receipts with your invoice.

Upon completion of each order, all originals must be returned to the ordering Department. The contractor will store all negatives and digital art until the end of the contract. All digital art used in the production of work ordered under this contract must be burned to CD and all negatives must be stripped clean and delivered back to the ordering agencies at the end of this contract.

All expenses incidental to picking up of Government furnished materials, which may include furnished stock, returning materials, submitting proofs, and furnishing sample copies must be borne by the contractor.

SECTION 3.- DETERMINATION OF AWARD

The Government will determine the lowest bid by applying the prices offered in the "Schedule of Prices" to the following units of production which are the estimated requirements to produce 12 months' work under this contract. These units do not constitute, nor are they to be construed as, a guarantee of the volume of work which may be ordered for the term of this contract.

The following item designations correspond to those listed in the "Schedule of Prices."

I. A. 1. (a)	29
(b)	32
2. (a)	19
(b)	21
3. (a)	192
(b)	311
B. 1.	5
2.	5
C. 1.	4
2.	4
D. 1.	6
2.	7
E. 1.	76
2.	123
II. (a)	150
(b)	9
(c)	5
III. (a)	23
(b)	15
(c)	59
(d)	57
(e)	8
(f)	4
(g)	2
(h)	6
(i)	4
(j)	2
(k)	6
(l)	2
(m)	17
(n)	4

SECTION 4. - SCHEDULE OF PRICES

Bids offered are f.o.b. destination.

Prices must include the cost of all required materials and operations for each item listed in accordance with these specifications.

Bidder must make an entry in each of the spaces provided. Bids submitted with any obliteration, revision, or alteration of the order and manner of submitting bids, may be declared nonresponsive. An entry of NC (No Charge) shall be entered if bidder intends to furnish individual items at no charge to the Government. Bids submitted with NB (No Bid) N/A or blank spaces for an item may be declared nonresponsive.

The Contracting Officer reserves the right to reject any offer that contains prices for individual items of production (whether or not such items are included in the Determination of Award) that are inconsistent or unrealistic in regard to other prices in the same offer or to GPO prices for the same operation if such action would be in the best interest of the Government.

All vouchers submitted to the GPO shall be based on the most economical method of production. Fractional parts of 100 will be prorated at per the 100 rate.

I. PRINTING AND BINDING: The prices offered must be all-inclusive for the printing, and binding, as required, in accordance with these specifications, and shall include the cost of all makeready and/or setup charges, required materials and services as applicable in these specifications.

A. Printing in a Single Ink Color.

- 1. Invitations and reply cards printing in a single ink color.
Cost per page.
 - (a) Makeready and/or setup. \$ _____.
 - (b) Running per 100 copies. \$ _____.

- 2. Envelope for invitations and reply cards printing in a single ink color, face only. Cost per envelope.
 - (a) Makeready and/or setup. \$ _____.
 - (b) Running per 100 copies. \$ _____.

- 3. Programs printing in a single ink color, head to head including saddle-stitching. Cost per page.
 - (a) Makeready and/or setup. \$ _____.
 - (b) Running per 100 copies. \$ _____.

B. Printing in an Additional Color(s).

- Cost per page and per additional color.
- 1. Makeready and/or setup. \$ _____.
 - 2. Running per 100 copies. \$ _____.

C. Printing with Metallic Ink.

- Metallic ink cost per page.
- 1. Makeready and/or setup. \$ _____.
 - 2. Running per 100 copies. \$ _____.

Initials

D. Foil Stamping.

Foil Stamping in a single foil color,
one side only, cost per page.

- | | |
|----------------------------|-----------|
| 1. Makeready and/or setup. | \$ _____. |
| 2. Running per 100 copies. | \$ _____. |

E. Process Color.

Four color process printing; cost per page.

- | | |
|----------------------------|-----------|
| 1. Makeready and/or setup. | \$ _____. |
| 2. Running per 100 copies. | \$ _____. |

II. COMPOSITION:

- | | |
|--|-----------|
| (a) Typesetting, cost per line of type. | \$ _____. |
| (b) Computer time rounded to the nearest 15 minute
Increments. Cost per hour. | \$ _____. |
| (c) Foil stamping Die, cost per die set. | \$ _____. |

III. STOCK/PAPER: Payment for all paper supplied by the contractor under the terms of these specifications, as ordered on the individual print orders, will be based on the net number of leaves furnished for the products ordered. The cost of any paper required for makeready or running spoilage must be included in the prices offered.

- | | <u>Per 100 leaves</u> |
|---|-----------------------|
| (a) White Offset Book, 80 lbs. | \$ _____. |
| (b) White Dull Coated Book, 80 lbs. | \$ _____. |
| (c) White Matte Coated Book, 80 lbs. | \$ _____. |
| (d) White Gloss Coated Text, 80 lbs. | \$ _____. |
| (e) Ivory Vellum Finished Book, 70 lbs. | \$ _____. |
| (f) White Index, 110 lbs. | \$ _____. |
| (g) White Dull Cover, 80 lbs. | \$ _____. |
| (h) White Matte Cover, 80 lbs. | \$ _____. |
| (i) White Gloss Cover, 80 lbs. | \$ _____. |
| (j) Ivory Vellum Cover, 80 lbs. | \$ _____. |
| (k) White Panel Cards, 120 lbs. | \$ _____. |
| (l) Ivory Panel Cards, 120 lbs. | \$ _____. |
| (m) White Wove matching Envelope, 28 lbs. | \$ _____. |
| (n) Ivory Wove matching Envelope, 28 lbs. | \$ _____. |

Initials

My production facilities are located within the assumed area of production. _____yes _____no

NOTICE: Bidders OUTSIDE the assumed production area specified on page one of these specifications must complete the following information.

Proposed carrier(s) for pickup of Government Furnished Material _____.

Number of hours from acceptance of print order to pickup of Government Furnished Material _____.

Number of hours from pickup of Government Furnished Material to delivery at contractor's plant _____.

Proposed carrier(s) for delivery of completed product _____.

Number of hours from notification to carrier to pickup of completed product _____.

Number of hours from pickup of completed product to delivery at destination _____.

BIDDER'S NAME AND SIGNATURE: Fill out and return all pages in "Section 4.- Schedule of Prices," initial or sign each in the space provided, and submit with the GPO Form 910, "Bid". **Only the original is required.** Do not enter bid prices on the GPO Form 910. NOTE: The schedule of prices will prevail in instances where prices are inadvertently entered on GPO Form 910.

Bidder _____

City and State

Signature and title of person authorized to sign this bid

Person to be contacted Telephone Number