



October 31, 2019

This is Amendment No. 1. The specifications in our invitation for RE-BID Facsimile Bid for Jacket 409-838, scheduled for opening at 11:00 am on November 1, 2019 amended as follows:

1. On page 2 of 5 under Stock/Paper, Cover stock is changed FROM JCP Code* L12, No. 2 Coated Cover, Gloss-Finish, Basis Size 20 X 26", 70 lb. TO JCP Code* L12, No. 2 Coated Cover, Gloss-Finish, Basis Size 20 X 26", 80 lb. The bid opening date will not change.

All other specifications remain the same.

If amendment is not acknowledged on bid, direct acknowledgement to:

U.S. Government Publishing Office
Bid Section, Room C848, Stop CSPS
732 North Capitol Street NW
Washington, DC 20401-0001

Amended bid or acknowledgement must be submitted using the method(s) specified in the solicitation for bid submission. Telephone or e-mail submission is not acceptable.

BIDDER MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO BID OPENING. Failure to acknowledge receipt of amendment, by amendment number, prior to bid-opening time, may be reason for bid being declared nonresponsive.

Sincerely,

YVETTE VENABLE-BROOKS
Contracting Officer

BID OPENING: November 1, 2019

BIDS SHALL BE PUBLICLY OPENED AT 11:00 A.M., PREVAILING WASHINGTON, D.C. TIME.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL MARY WHEELER, 202-512-0307. AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. (202) 512-0307. NO COLLECT CALLS.

REBID - FACSIMILE BID SPECIFICATIONS

U.S. Government Publishing Office (GPO)
Washington, D.C.

GPO CONTRACT TERMS: Any contract which results from this Invitation for Bid will be subject to GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)) and Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (Rev. 9-19)).

NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, all applicable pages.

All the requirements of these specifications apply equally to BOTH items unless otherwise indicated herein.

PRODUCT: Two (2) Saddle Stitched Publications w/Separate Wraparound Cover.

TITLE: Item 1: Identity Theft: A Recovery Plan (501A) English
Item 2: Identity Theft: A Recovery Plan (524A) Spanish

QUANTITY: Item 1: (501A) English = 450,216

Item 2: (524A) Spanish = 40,216

TOTAL QUANTITY = 490,432 Saddle Stitched Publications.

PAGES: 36 Pages Plus Separate Wraparound Cover

TRIM SIZE: 8-1/2 x 11"

GOVERNMENT TO FURNISH: Contractor to receive Via email after award: One pdf file for each Booklet. Contractor to adjust bleeds as necessary.

Purchase Order

Contractor to download the "Labeling and Marking Specifications" form (GPO Form 905, R. 7-15) from gpo.gov, fill appropriate blanks, and attach to shipping containers

GPO Form 917 (Certificate of Selection).

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

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.

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

E-MAIL PROOFS (indicate margins): **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT"**. One set of E-Mailed Electronic Page Proofs for each Booklet. 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 dapanaviciute@ftc.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 (2) workdays from receipt at the Department to receipt in the contractor's plant.

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.

Cover: JCP Code* L12, No. 2 Coated Cover, Gloss-Finish, Basis Size 20 X 26", 70 lb.

Text: JCP Code* A240, Matte Coated Offset Book, Basis Size 25 X 38", 60 lb.

NOTE: The requirement for postconsumer fiber (as specified in the Government Paper Specification Standards No. 12) for this contract is waived. However, the addition of post-consumer fiber is encouraged provided that the requirements of this Standard are met. All other attributes remain the same.

PRINTING: Cover: Covers 1, 2, 3, and 4 print 4-color process with type/rule matter, logos, images, illustrations and bleeds. Coat (after printing) the entire surface of covers with a clear non-yellowing gloss varnish to prevent scratching and smearing

Text: Text prints in 4-color process consisting of type/rule matter and screens.

INK: Text & Cover: 4-color process + gloss varnish (covers).

MARGINS: Cover: Inadequate gripper. Follow furnished electronic media

Text: Adequate gripper. Follow furnished electronic media

BINDING: Saddle-stitch in 2 places on the left 11" dimension. Trim 3 sides.

PACKING: Pack items separately. Shrink wrap in units of 25 and 50 per carton. Affix identifying label on outside of carton with full title (including codes) and quantity. Cartons no taller than 10" and labeled with full title (including code) and quantity. Cartons to be securely sealed and cross-taped at least once. Cartons to be packed on wooden pallets. ***For orders with multiple titles, DO NOT MIX TITLES IN CARTONS, DO NOT MIX TITLES ON PALLETS.

Pallets must be in good condition and 48"x40" with opening for fork lift on the 48" side. Pallets to be stacked no more than 42" high and must include corrugated cardboard corner protectors. Delivery truck must be able to reach a standard loading dock. Driver to contact Kimberly Schmitz (Warehouse manager) @ 719-295-2679, at least 24 hours in advance upon delivery and about 1 hour when arriving to the destination.

NOTE: Delivery will be refused if pallets are not the correct condition or size.

LABELING AND MARKING (package and/or container label): Reproduce shipping container label from furnished repro, fill in appropriate blanks and attach to shipping containers.

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

Product Quality Levels:

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

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests -- General Inspection Level II.
- (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	Ok'd Electronic Proofs/Electronic Media
P-10. Process Color Match	Electronic Media

DISTRIBUTION: Deliver f.o.b. destination.

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to dapanaviciute@ftc.gov. The subject line of this message shall be "Distribution Notice for Jacket 409-838, Requisition 9-00025". 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.

Partial Quantities to Deliver by December 4, 2019 as follows;

Deliver 20 copies each of Item 1 and Item 2 to: Daniele Apanaviciute, 600 Pennsylvania Avenue, NW, CC-10308, Washington, DC 20580, Phone: 202-326-3302.

Deliver 200,000 copies of Item 1 and 20,000 copies of Item 2 (Includes 200 Blue Label copies of each item) to: Public Document Distribution Center, Attn: Receiving, 31451 United Avenue, Pueblo, CO 81001, Phone: 719-295-2680. Delivery hours: 8:00 am – 2:00 pm, Monday-Friday.

Final Quantities to Deliver by December 27, 2019 as follows;

Deliver 250,180 copies of Item 1 and 20,180 copies of Item 2 (Includes 200 Blue Label copies of each item) to: Public Document Distribution Center, Attn: Receiving, 31451 United Avenue, Pueblo, CO 81001, Phone: 719-295-2680. Delivery hours: 8:00 am – 2:00 pm, Monday-Friday.

Deliver 15 copies of each item via traceable means to: Library of Congress, BAC 1525-01, 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).

Deliver 1 copy of each item via traceable means to: U.S. Government Publishing Office, BAC 1523-01, Federal Depository Library Office, Mail Stop: FDLP, 44 H Street, NW, Loading Dock, Washington, DC 20401. Marked Item No: 0535A00.

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>

SCHEDULE: Furnished material will be sent to the contractor after award via email, on or before November 5, 2019.

Proofs will be withheld not more than 2 workdays from receipt at the Department to receipt in the contractor's plant.

Deliver completed by December 27, 2019.

OFFERS: Offers must include the cost of all materials and operations for the total quantity ordered in accordance with these specifications. In addition, a price must be submitted for each additional 1,000 copies. The price for additional quantities must be based on a continuing run, exclusive of all basic or preliminary charges and will not be a factor for determination of award.

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.

For compliance reporting purposes, contractors are to report information regarding each order with date of shipment or delivery as applicable, in accordance with the contract requirements by contacting the Shared Support Services Compliance Section via e-mail at compliance@gpo.gov or via telephone at (202) 512-0520 or via facsimile at (202) 512-1364. Personnel receiving the e-mail or call will be unable to respond to questions of a technical nature or transfer any inquiries.

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 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>.

BID SUBMISSION: Submit bid in pre-addressed envelope furnished with solicitation or send to: U.S. Government Publishing Office, Bid Section, Room C-848, Stop: CSPS, 732 North Capitol Street, NW, Washington, DC 20401. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Bid Section, Fax No. (202) 512-1782. The Jacket number number and bid opening date must be specified with the bid. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised January 2018. Hand delivered bids are to be taken to: GPO Bookstore, 710 North Capitol Street, NW, Washington, DC, between the hours of 8:00 a.m. and 4:00 p.m., prevailing Washington, DC, time, Monday through Friday. The contractor is to follow the submission instructions posted in the Bid Submission/Opening area. If further instruction or assistance is required, call (202) 512-0526.

JACKET NUMBER: 409-838

Add'l 1,000

Item 1: BID PRICE: \$ _____ \$ _____

Item 2: BID PRICE: \$ _____ \$ _____

TOTAL BID PRICE: \$ _____ **BID PRICE AFTER DISCOUNTS** \$ _____

DISCOUNTS: Discounts are offered for payment as follows: _____ Percent, _____ calendar days. See Article 12 "Discount" of solicitation Provision in GPO Contract Terms (Publication 310.2).

AMENDMENT(S): Bidder hereby acknowledges amendment(s) number(ed) _____

BID ACCEPTANCE PERIOD: In compliance with the above, the undersigned agree, if this bid is accepted

Within _____ calendar days (60 calendar days unless a different period is inserted by the bidder) from the date for receipt of bids, to furnish the specified items at the price set opposite each item, delivered at the designated points(s), in exact accordance with specifications.

NOTE: Failure to provide a 60 day bid acceptance period may result in expiration of the bid prior to award.

BIDDER'S NAME AND SIGNATURE: Unless specific written exception is taken, the bidder, by signing and submitting a bid, agrees with and accepts responsibility for all certifications and representations as required by the solicitation and GPO Contract Terms - Publication 310.2. When responding by fax or mail, fill out and return one completed copy of current page(s).

Failure to sign the signature block below may result in the bid being declared non-responsive.

Bidder _____
(Contractor Name) (GPO Contractor's Code)

(Street Address)

(City – State – Zip Code)

By _____
(Printed Name, and Title of Person Authorized to Sign this Bid)

(Signature) (Date)

(Telephone Number) (Email)

Contracting Officer Review: _____ Date: _____ Certifier: _____ Date: _____
(Initials) (Initials)