

BID OPENING: Bids shall be opened at 11:00 AM., prevailing Eastern Standard Time (EST), on March 8, 2021 by the U.S. Government Publishing Office, in Washington, DC 20401. Due to the COVID-19 pandemic, this will NOT be a public bid opening.

BID SUBMISSION: NOTE: Due to the COVID-19 pandemic, the physical office will NOT be open. Based on this, vendors MUST submit e-mail bids to bidsapsdc@gpo.gov for this solicitation. No other method of bid submission will be accepted at this time.

The Jacket Numbers 417-081; 1-05004, 417-103; 1-05014, 417-207; 1-05036, 417-208; 1-05040 and bid opening date must be specified in the subject line of the e-mailed bid submission. Bids received after 11:00 AM EST on the bid opening date specified above will not be considered for award.

For information regarding the solicitation requirements prior to award please email Timothy Minor at tminor@gpo.gov. For contract administration after award, contact APS DC at 202-512-0307.

Additional e-mailed Bid Submission Provisions:

The Government will not be responsible for any failure attributable to the transmission or receipt of the e-mailed bid including, but not limited to, the following—

- (1) Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
- (2) The vendor's email provider may have different size limitations for sending e-mail, however vendors are advised not to exceed GPO's stated limit.
- (3) Illegibility of bid.
- (4) When the email bid is received by GPO it will remain unopened until the specified bid opening time. Government personnel will not validate receipt of the e-mailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the e-mail is received by GPO's email server as the official time stamp for bid receipt at the specified location.

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 Publication 310.2, effective December 1, 1987 (Rev. 01-18)) and GPO Contract Terms, Quality Assurance Through Attributes Program for Printing and Binding (GPO Publication 310.1, effective May 1979 (revised 9-19)).

SUBCONTRACTING: Contract Clause 6, "Subcontracts," of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)), is modified to permit subcontracting of the presswork for Bindery manufacturers and construction of Smyth-Sewn Case Bound Books for printing firms.

PRODUCT:

All the requirements of these specifications apply equally to each Jacket unless otherwise indicated.

Smyth sewn, case-bound books. Printing (text) and stamping (covers) required. Jacket Numbers 417-081, 417-103, 417-207, 417-208; for a total of (4) separate books.

TITLE: 417-081; 1-05004: Vol 33, Opinions of the office of Legal Counsel 2009
417-103; 1-05014: Vol 34 Opinions of the office of Legal Counsel 2010
417-207; 1-05036: Vol 35/36 Opinions of the office of Legal Counsel 2011,2012
417-208; 1-05040: Vol 37/38/39/40 Opinions of the office of Legal Counsel 2013, 2014, 2015, 2016

QUANTITY: 2,228 Total Copies Equals; 1,118 total copies of Jackets 417-081/103 PLUS 1,110 total copies of Jackets 417-207/208 and 13 QARCs for each jacket PLUS all required dies. NO SHORTAGES ALLOWED. Break out of Jackets are as follows;

417-081: 559 copies
417-103: 559 copies
417-207: 555 copies
417-208: 555 copies

TRIM SIZE:

Text: 5-7/8 x 9-1/8".
Case: 6-1/16 x 9-3/8".
Bind on the 9-1/8" dimension.

PAGES:

Jacket 417-081: 436 total text pages, endleaves and stamped case bound covers.

Jacket 417-103: 288 total text pages, endleaves and stamped case bound covers.

Jacket 417-207: 218 + 254 total text pages, plus (1) blue separator sheet between volumes, endleaves and stamped case bound covers.

Jacket 417-208: 102 + 134 + 140 + 116 total text pages, plus (3) blue separator sheets between volumes, endleaves and stamped case bound covers

GOVERNMENT TO FURNISH: Via e-mail. After Award or at contractor's option ftp site.

Four (4) PDF files on each Jacket one (1) for each Jacket. One previously printed similar sample to use as a stamping guide, color match for separator sheet.

Purchase Order

GPO Form 892 (R. 8/95) Proofs
GPO Form 905 (R. 6/03) with labeling and marking specifications
GPO Form 915 (Business Reply Label).
GPO Form 2686 QARC Random copies sampling & shipping instructions.

Prior to image processing, the contractor is responsible for performing a basic check (preflight) of the furnished publishing files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the contract administrator in sufficient time to comply with the shipping schedule.

In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency, and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet 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.

One set(s) of digital color content proofs for each Jacket. 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-

PRIOR TO PRODUCTION SAMPLE CASES: Prior to stamping or binding of the total production quantity, the contractor must submit Number of Copies prior to production stamped sample cases including text and endleaves sewn as complete book for final approval (text can be blank production stock). The contractor is cautioned that in the event of rejection or alteration of the prior to production sample cases, the GPO will consider production costs only up to and including presswork. If the contractor continues production beyond presswork without the approval of the Agency, they do so at their own risk. Send advance sample cases with the furnished media (copy, transparencies, electronic files) to; Nate Forrester (202) 532-5923, U.S. DOJ, 950 Pennsylvania Ave, NW, Rm 5268 Washington, DC 20530. after award (1) Sample of Each Jacket. These sample cases must be identified as "Advance Sample Cases, Jacket 417-081, 417-103, 417-207, 417-208". Contractor must not stamp or bind prior to receipt of "OK to stamp and bind". Submit prior to production sample cases as soon as the contractor deems necessary in order to comply with the shipping schedule. Approval or disapproval of advance samples will be received by contractor within (5) workday after receipt. The contractor is cautioned that in the event of rejection or alteration of the advance sample cases the GPO will consider production costs only up to and including presswork. If the contractor continues production beyond presswork without approval of the GPO, he does so at his own risk.

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. 13" dated September 2019. https://www.gpo.gov/docs/default-source/forms-standards-pdf-files/vol_13..PDF.

JCP Code*

Text: JCP Code* A25, Uncoated Heat-Set Machine-Finish Web Text, White, Basis Size 25 X 38", Basis Weight 35 lbs.

Endleaves: JCP Code* A50, Uncoated Machine-Finish Book End, White, Basis Size 25 X 38", Basis Weight 80 lbs.

Separator Sheet: JCP Code* A90, Vellum-Finish Text, Blue, Basis Size 25 X 38", Basis Weight 70 lbs.

Boards: JCP Code* R30, Book Cover Board, Basis Size 25 X 38", 19 pts. thickness

Book Cloth: Arrestox B Dove Gray Linen or equal in all respects.

****Note: Book Cloth & Paper must match color and weight to previous printed/stamped sample**.**

PRINTING:

All the requirements of these specifications apply equally to all Jackets unless otherwise indicated.

Requisition Number	VOL Number	Year	Text Pages	Blue Divider Pages
1-05004	VOL 33	2009	436	0
1-05014	VOL 34	2010	288	0
1-05036	VOL 35 + 36	2011, 2012	216 + 254	1
1-05040	VOL 37 + 38 + 39 + 40	2013, 2014, 2015, 2016	102 + 134 + 140 + 116	3

Contractor must follow above chart for Vol No., Year, Text Pages and Blue Divider Pages
417-081

PRINTING:

Text pages print face and back (head to head) in black ink with type matter from supplied PDF files. No bleeds.

Endleaves: Endleaves are blank.

STAMPING

Spine stamps imitation gold foil equal to Kurz Hasting 425, a match of pantone's 201 red and a match of pantone's 282 blue, Covers 1 and 4 stamp with a double-line border in a match of pantone's 282 blue. Lines are approximately 3/16" apart and the outside line is approximately 5/16" from the edge of Cover 1 and 4. Spine stamps six (6) perpendicular blue lines, approximately 1-3/8" long (full width, Contractor to adjust spine width as needed) across the spine. Spine also stamps two solid areas, full width x 1-5/8" solid red panel and full width x 1-5/8" solid blue panel. Rules and panels must extend full width of spine. Type reads across. Red box is two rules, followed by 5 lines of type, followed by two rules. Blue box is two rules, followed by one line of type which reads "VOL. 33", followed by one rule, followed by one line of type which will read "2009". Type and rules overprint red and blue panels on the spine in gold foil. CONTRACTOR TO CREATE STAMPING DIES - NO FURNISHED MEDIA. Stamping must have solid impressions with no picking, pinholes or filled letters. Follow attachment and supplied previous sample for layout and font.

Jacket 417-103

PRINTING:

Text pages print face and back (head to head) in black ink with type matter from supplied PDF files. No bleeds.

STAMPING:

Spine stamps imitation gold foil equal to Kurz Hasting 425, a match of pantone's 201 red and a match of pantone's 282 blue, Covers 1 and 4 stamp with a double-line border in a match of pantone's 282 blue. Lines are approximately 3/16" apart and the outside line is approximately 5/16" from the edge of Cover 1 and 4. Spine stamps six (6) perpendicular blue lines, approximately 1-3/8" long (full width, Contractor to adjust spine width as needed) across the spine. Spine also stamps two solid areas, full width x 1-5/8" solid red panel and full width x 1-5/8" solid blue panel. Rules and panels must extend full width of spine. Type reads across. Red box is two rules, followed by 5 lines of type, followed by two rules. Blue box is two rules, followed by one line of type which reads "VOL. 34", followed by one rule, followed by one line of type which will read "2010". Type and rules overprint red and blue panels on the spine in gold foil. CONTRACTOR TO CREATE STAMPING DIES - NO FURNISHED MEDIA. Stamping must have solid impressions with no picking, pinholes or filled letters. Follow attachment and supplied previous sample for layout and font.

Jacket 417-207

PRINTING:

Text pages print face and back (head to head) in black ink with type matter from supplied PDF files. No bleeds. NOTE: Contractor to insert a blue vellum separator sheet before Page 1 of Volume 36 (Item 1) and (see furnished sample for color match).

STAMPING:

Spine stamps imitation gold foil equal to Kurz Hasting 425, a match of pantone's 201 red and a match of pantone's 282 blue, Covers 1 and 4 stamp with a double-line border in a match of pantone's 282 blue. Lines are approximately 3/16" apart and the outside line is approximately 5/16" from the edge of Cover 1 and 4. Spine stamps six (6) perpendicular blue lines, approximately 1-3/8" long (full width, Contractor to adjust spine width as needed) across the spine. Spine also stamps two solid areas, full width x 1-5/8" solid red panel and full width x 1-5/8" solid blue panel. Rules and panels must extend full width of spine. Type reads across. Red box is two rules, followed by 5 lines of type, followed by two rules. Blue box is two rules, followed by one line of type which reads "VOL. 35 & 36", followed by one rule, followed by one line of type which will read "2011 - 2012". Type and rules overprint red and blue panels on the spine in gold foil. CONTRACTOR TO CREATE STAMPING DIES - NO FURNISHED MEDIA. Stamping must have solid impressions with no picking, pinholes or filled letters. Follow attachment and supplied previous sample for layout and font.

Jacket 417-208

Text pages print face and back (head to head) in black ink with type matter from supplied PDF files. No bleeds. NOTE: Contractor to insert a blue vellum separator sheet before Page 1 of Volume 36 (Item 1) and (see furnished sample for color match).

STAMPING:

Spine stamps imitation gold foil equal to Kurz Hasting 425, a match of pantone's 201 red and a match of pantone's 282 blue, Covers 1 and 4 stamp with a double-line border in a match of pantone's 282 blue. Lines are approximately 3/16" apart and the outside line is approximately 5/16" from the edge of Cover 1 and 4. Spine stamps six (6) perpendicular blue lines, approximately 1-3/8" long (full width, Contractor to adjust spine width as needed) across the spine. Spine also stamps two solid areas, full width x 1-5/8" solid red panel and full width x 1-5/8" solid blue panel. Rules and panels must extend full width of spine. Type reads across. Red box is two rules, followed by 5 lines of type, followed by two rules. Blue box is two rules, followed by one line of type which reads "VOL. 34", followed by one rule, followed by one line of type which will read "2019 - 2020". Type and rules overprint red and blue panels on the spine in gold foil. **CONTRACTOR TO CREATE STAMPING DIES - NO FURNISHED MEDIA.**

Stamping must have solid impressions with no picking, pinholes or filled letters. Follow attachment and supplied previous sample for layout and font.

INK:

Cover: Pantone 282 Blue, 201 Red & Gold Foil equal to Kurz Hasting 425

Text: Black

MARGINS:

Case Bound Cover Spine; Inadequate gripper

Text: Adequate gripper for required text.

Follow previous printed sample.

BINDING: Smyth (signature) sew with pasted, plain endleaves. Trim three sides, round, back and headband with black and white headbands. Reinforce back with crash and strong paper liner. Casebind with suitable squares.

PACKING: Pack items separately and identify. Pack suitable per shipping container.

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 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	OK'd Priors/Furnished Electronic Media/Avg. Type Dimension
P-9. Solid and Screen Tint Color Match	Pantone Matching System/All Purpose Roll Leaf Foils.

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.

DISTRIBUTION: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to margaret.d.irvine@usdoj.gov. The subject line of this message shall be "Distribution Notice for Jackets 417-081, 417-103, 417-207 and 417-208, Requisition 1-05004, 1-05014, 1-05036 and 1-05040. 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.

FOB destination and FOB contractor city:

F.O.B. Destination: (Ground Shipment)

Deliver a total 800 case bound publications; 200 case bound cover publication for each jacket; 417-081, 417-103, 417-207 and 417-208 to DOJ Warehouse, 3601 Pennsy Drive, Landover, MD 20785 Attn: Harry Bharat (301-583-7341).

F.O.B Contractor's City

Ship a total of 1,368 publications equals 344 copies for Jackets 417-081 and 417-103 Plus 340 copies for Jackets 417-207 and 417-208: U.S. Government Publishing Office, Federal Depository Library Program (FDLP), Document Warehouse, 8660 Cherry Lane, Laurel, MD 20707-4986. Marked Depository Copies No. 0717-C-04.

Ship a total of 60 publications equals 15 copies of each jacket marked; Library of Congress, U.S. Serials and Government Documents Section, U.S. Anglo Division, BAC 1525-01, 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).

SCHEDULE: Furnished material will be available for pick up at the U.S. Government Publishing Office, 27 G St., NW, Washington, D.C. 20401, on March 11, 2021.

Submit Prior to Production Samples upon approval of pdf proofs. Samples will be withheld (5) workdays from time of receipt until they are made available for pickup by the contractor.

Ship F.O.B. Contractor City on or before May 24, 2021.

Delivery F.O.B Destination to arrive on or before May 27, 2021.

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.

OFFERS: Offers must include the cost of all materials and operations for the jacket listed in accordance with these specifications. In addition, a price must be submitted for each additional 1,000 copies and the award will be based on the lowest total price for the jacket listed. Prices 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.

Transportation charges are not a factor in determining award. However, bidder must fill in and include in the bid the following statement:

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 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>.

All expenses incidental to submitting proofs, furnishing samples and returning materials, must be borne by the contractor.

JACKET NUMBER	BID PRICE:	ADDITIONAL/M
Jacket 417-081:	\$ _____	\$ _____
Jacket 417-103:	\$ _____	\$ _____
Jacket 417-207:	\$ _____	\$ _____
Jacket 417-208:	\$ _____	\$ _____
TOTAL COST:	\$ _____	

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 copy.

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)