

Jacket: 540-152

Title: PAM 05-68 P70450 Union Agreement AFGE

Agency: Department of Veterans Affairs (8320-01)

Bid opening: December 1, 2023 at 2:00 p.m., prevailing Eastern Standard Time

Contractor Name	Bid	Terms	Discount
Solo Printing	090-81244 \$280,354.00	1/4 % 20 days	\$279,653.11
ACR III LSC Holding, LLC	240-00075 \$290,918.00	0 % 30 days	\$290,918.00
Phoenix Lithographing Corp	370-68882 \$310,509.00	5 % 20 days	\$294,983.55
Patterson Printing	210-67491 \$319,500.00	2 % 20 days	\$313,110.00
NPC Inc	370-64115 \$334,480.00	2 % 20 days	\$327,790.40
Advantage Mailing, LLC	040-02494 \$389,351.76	1/2 % 20 days	\$387,405.00
Colonial Press International	090-21271 \$440,471.00	5 % 20 days	\$418,447.45
iColor Printing & Mailing Inc	040-43985 \$437,604.20	1/4 % 10 days	\$437,604.20

jg / MSR

U.S. Government Publishing Office (GPO)
Northeast Region
General Terms, Conditions, and Specifications
for the procurement of
PAM 05-68 P70450 Union Agreement AFGE

As requisitioned from the U.S. Government Publishing Office (GPO) by the
Department of Veterans Affairs

BID OPENING: Bids shall be opened at **2:00 p.m.**, prevailing Eastern Standard Time, on **December 1, 2023**.

BID SUBMISSION: Bidders **MUST** submit email bids to bidsnortheast@gpo.gov for this solicitation. No other method of bid submission will be accepted at this time. The jacket number and bid opening date must be specified in the subject line of the emailed bid submission. Bids received after 2 PM prevailing Columbus, Ohio time on the bid opening date specified above will not be considered for award.

ADDITIONAL EMAILED BID SUBMISSION PROVISIONS: The Government will not be responsible for any failure attributable to the transmission or receipt of the emailed bid including, but not limited to, the following:

1. Illegibility of bid.
2. Emails over 75 MB may not be received by GPO due to size limitations for receiving emails.
3. The bidder's email provider may have different size limitations for sending email; however, bidders are advised not to exceed GPO's stated limit.
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 emailed bid prior to bid opening. GPO will use the prevailing time (specified as the local time zone) and the exact time that the email is received by GPO's email server as the official time stamp for bid receipt at the specified location.

Any questions before or after award concerning these specifications call Kate Brown at (614) 488-4616, Ext. 9-3. No collect calls. Email: kbrown2@gpo.gov.

BIDDERS PLEASE NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, page 7.

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.

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 12/1/87, Rev. 01-18) and GPO Contract Terms, Quality Assurance Through Attributes Program (GPO Pub. 310.1, effective May 1979, (Rev. 09/19).

GPO Contract Terms (GPO Publication 310.2) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/contractterms2018.pdf>

GPO QATAP (GPO Publication 310.1) – <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qatap-rev-09-19.pdf>.

Additional GPO Publications can be found at: <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards>.

WARRANTY: Contract Clause 15, "Warranty", of GPO Contract Terms (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.

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 sheets
- 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.

NOTE: Prior to award the apparent low vendor must be able to show ability to produce the product in question and may be asked to supply samples of similar items.

PAYMENT: PLEASE SUBMIT BILLING PACKAGES WITHIN 15 DAYS OF DELIVERY.

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>.

MODIFICATIONS: If any additional costs are incurred during the production of this job due to Government action (i.e., AAs), contractor is REQUIRED to submit written request to the Printing Specialist for written approval BEFORE proceeding.

Only a warranted GPO Contracting Officer acting within their appointed limits, has the authority to issue modifications or otherwise change the terms and conditions of this contract. If an individual other than the GPO Contracting Officer attempts to make changes to the terms and conditions of this contract, you shall not proceed with the change and shall immediately notify the GPO Contracting Officer. Proceeding with any work not authorized by the GPO Contracting Officer will be at the Contractor's own risk.

SUBCONTRACTING: The predominant production function is printing. Bidders who must subcontract this operation will be declared non-responsible.

GOVERNMENT IN-PLANT INSPECTIONS: The Government reserves the right to have Government representative(s) inspect any operation under this contract at the start of its production and at any time during production. In addition to the inspections indicated, the Government reserves the right to inspect all stages of production.

TITLE: PAM 05-68 P70450 Union Agreement AFGE

PRODUCT: These specifications cover the proofing, printing, binding, and delivery of perfect bound books. All books print CMYK for covers plus flood gloss varnish and text pages print black ink. F.O.B Destination is required. All costs for shipping/mailing to be included in the bid.

QUANTITY: 150,000

TRIM SIZE: 8-1/2" x 11"

PAGES: 304 pages plus cover

DESCRIPTION:

PRINTING: Covers 1 & 4 and Spine print, head-to-head, in CMYK, consisting of tints/solids with type and detail line illustration in reverse, flat tones, solid with illustration matter and fine line departmental logos. Bleeds All Sides. Heavy Coverage.

After printing coat, the entire surface of Covers 1 & 4 and Spine with a flood Gloss Varnish coating. Create/adjust the spine as needed at no added cost to the government.

Covers 2 and 3 are blank.

Text pages print text and rule in black ink, face and back.

BINDING:

Perfect Bind on 11" side.

Trim 3 sides.

Paper Covers: Wrap around. Trim flush, glued on, grain must run parallel to spine.

Score cover parallel to the grain 1/4" off fold to create a hinge score.

Cracking on the folds will not be acceptable and may result in rejection.

INK:

Covers- CMYK plus flood gloss varnish.

Text – Black

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.

Covers/Spine: JCP Code* L12, White No. 2 Coated Cover, Gloss-Finish, Basis Size 20 X 26" Basis Weight 80lbs.

Text Pages: JCP Code* A60, White Offset Book, Basis Size 25 X 38" Basis Weight 60lbs.

MARGINS: Contractor to build bleeds, as necessary. Follow files, bleeds uncommon.

GOVERNMENT TO FURNISH (GFM): Contractor to receive via email. PDFs for covers spine and text pages; .pdf for VA packing slip & carton label. Resize files for bleeds as needed at no added cost.

NOTE: If changes are made to the files furnished, during the proofing stage, at the agency's request, or per the specifications, the contractor must create a revised file with all changes incorporated therein for return to the agency after completion of the order.

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.

ELECTRONIC PREPRESS: 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 GPO contract administrator immediately.

The contractor shall create or alter 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.

When required by the Government, the contractor shall make minor revisions to the electronic files. It is anticipated that the Government will make all major revisions.

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 suitable storage media or e-mailed upon request. 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. NOTE: Government will accept Adobe Acrobat Portable Document Format (PDF) files as digital deliverables when furnished by the Government.

PROOFS: 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.

Submit proofs as soon as possible to comply with the shipping schedule.

Email PDF proofs to: nelson.colon@va.gov, Penny.woods2@va.gov, kbrown2@gpo.gov

Proofs will be held no more than two (2) workdays from date of receipt. Date of receipt is NOT considered first workday. Contractor must not print prior to receipt of an "OK to Print".

PACKING:

*Box in units of 18 copies. *

*Contractor MUST use supplied packing/shipping label. *

Pack in suitable standard cartons not to exceed 30 pounds. Inner packaging must be sufficient to prevent damage in transit. No loose items in packages; pack snugly.

All shipments which fill less than a shipping container must be packaged with materials of sufficient strength and durability and in such a manner which will guarantee that the product will not be damaged, and the package will not open nor split during delivery process.

Any items damaged during shipping (including bent corners, offsetting or rubbed/scratched images) will be replaced at contractor's expense on an expedited schedule.

Pallets are required.

Packing to be in accordance with GPO Contract Terms (GPO Pub. 310.2). Noncompliance with the packing instructions will be cause for the Government to take corrective action in accordance with GPO Pub. 310.2.

Palletizing: Pallets must be in accordance with GPO Contract Terms (GPO Pub. 310.2).

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

Product Quality Levels:

- (a) Printing (page related) Attributes- Level 3
- (b) Finishing (item related) Attributes- Level 3
- (c) Exceptions: None

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	Approved Proofs
P-10. Four Color Process	Approved Proofs

Prior to award, contractor may be required to provide information related to specific equipment that will be used prior to production.

DEPARTMENTAL RANDOM COPIES (BLUE LABEL): All orders/items must be divided into equal sublots in accordance with the chart below. A random copy must be selected from each subplot. Do not choose copies from the same general area in each subplot. The contractor will be required to certify that copies were selected as directed using GPO Form 917-Certificate of Selection of Random Copies (located on GPO.gov). The random copies constitute a part of the total quantity ordered, and no additional charge will be allowed.

<u>Quantity Ordered</u>	<u>Number of Sublots</u>
500 - 3,200	50
3,201 - 10,000	80
10,001 - 35,000	125
35,001 and over	200

These randomly selected copies must be packed separately and identified by a special label (GPO Form 2678-Departmental Random Copies (Blue Label) that must be printed on blue paper and affixed to each affected

container. This form can be downloaded from GPO.gov. The container and its contents shall be recorded separately on all shipping documents and sent in accordance with the distribution list to the Pueblo Distribution Center.

A copy of the purchase order/specification and a signed Certificate of Selection of Random Copies must be included.

A copy of the signed Certificate of Selection of Random Copies must accompany the invoice sent to U.S. Government Publishing Office, Financial Management Services, for payment. Failure to furnish the certificate may result in delay in processing the invoice.

SCHEDULE: Adherence to this schedule must be maintained. See "Notice of Compliance with Schedules", in GPO Pub. 310.2.

Purchase Order and material will be e-mailed from U.S. Government Publishing Office by: **December 6, 2023.**

Deliver F.O.B. Destination (to arrive at specified destination by):

January 15, 2024, Qty: 30,000

February 5, 2024, Qty: 120,000

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.

RECEIPT FOR DELIVERY: As applicable, the contractor must furnish their own receipts for deliveries. These receipts must include the GPO jacket number; total quantity delivered number of cartons, and quantity per carton; date delivery made; and signature of the Government agent accepting delivery. The original copies of these receipts must accompany the contractor's voucher for payment.

NOTIFICATION OF SHIPMENT: Immediately after the order has shipped, the contractor must EMAIL tracking numbers to kbrown2@gpo.gov and nelson.colon@va.gov, Penny.woods2@va.gov

The subject line of this message shall be "Distribution Notice for Jacket 540-152, Req. 4-24020/021300. 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.

DISTRIBUTION: All shipments to be sent traceable means and contractor shall provide tracking numbers to the following email addresses: kbrown2@gpo.gov and nelson.colon@va.gov Penny.woods2@va.gov.

Depot receives freight on pallets between the hours of 7:00 - 14:00 Central Standard Time.

Partial Delivery Required. Deliver 30,000 books by January 15, 2024 to: U.S. Department of Veterans Affairs SDC/OPS, Bldg 37, Door 14, 1st Avenue One Block North of 22nd St. Hines, IL 60141. Attn: John Burke (708)786-7758

Deliver remaining 120,000 books by February 5, 2024 to: U.S. Department of Veterans Affairs SDC/OPS, Bldg 37, Door 14, 1st Avenue One Block North of 22nd St. Hines, IL 60141. Attn: John Burke (708)786-7758.

Bidders must fill out this page and return it via email.

BID PRICE: \$ _____ **ADDITIONAL RATE:** \$ _____ **PER 1,000.**

DISCOUNTS: Discounts are offered for payment as follows: _____ Percent, _____ calendar days. See Article 12 "Discounts" of Solicitation Provisions 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. 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 email, fill out and return one completed copy of all applicable pages (page 8) that include the Jacket Number, Bid Price, Additional Rate, Discounts, Amendments, Bid Acceptance Period, and Bidder's Name and Signature, including signing where indicated. Valid electronic signatures will be accepted in accordance with the Uniform Electronic Transactions Act, § 2. Electronic signatures must be verifiable of the person authorized by the company to sign bids.

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, Signature, and Title of Person Authorized to Sign this Bid) (Date)

(Person to be Contacted) (Telephone Number) (Email)

THIS SECTION FOR GPO USE ONLY

Certified by: _____ Date: _____ Contracting Officer: _____ Date: _____
(Initials) (Initials)
