

Jacket: 719-201

Title: Breastfeeding Guide

Agency: Health & Human Services / BAC: 4155-02

Bid opening: September 1, 2020 at 11:00 a.m., prevailing Eastern Standard Time

Contractor Name	Amendment	Bid	Terms	Discount
Southwest Offset Printing (040-81789)	Yes	\$476,242.00	Net 30	\$476,242.00
Gray Graphics (190-38438)	Yes	\$520,000.00	2 % 20 days	\$509,600.00
Monarch Litho (300-60078)	Yes	\$544,445.00	2 % 20 days	\$533,556.10
Las Vegas Color (270-50580)	Yes	\$735,555.00	5 % 20 days	\$698,777.25

JMG / RG



August 27, 2020

This is Amendment No. 1. The specifications in our invitation for bids on Jacket 719-201, scheduled for opening at 11:00 a.m., September 1, 2020, are amended as follows:

P. 3 of 7, Under "TRIM SIZE", Size is changed from 8-1/2 x 11" to 8-3/8 x 10-7/8".

P. 3 of 7, Under "DESCRIPTION", change from "flood coat outside cover in aqueous coating" to "flood coat outside cover in varnish coating"

P. 4 of 7, Under "PRINTING", change from "flood coat outside cover in aqueous coating" to "flood coat outside cover in varnish coating"

All other specifications remain the same.

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

U.S. Government Publishing Office
Virginia Beach Regional Office
291 Independence Blvd., Suite 401
Virginia Beach, VA 23462

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,

RICHARD W. GILBERT
Contracting Officer

FACSIMILE BID SPECIFICATIONS
U.S. Government Publishing Office (GPO)
291 Virginia Beach Blvd., Ste. 401
Virginia Beach Regional Printing Procurement Office
Virginia Beach, Virginia 23462

BID OPENING: Bids shall be publicly opened at **11:00 a.m.**, prevailing Eastern Standard Time **September 1, 2020** at the U.S. Government Publishing Office, Virginia Beach Regional Office, 291 Independence Blvd., Suite 401, Virginia Beach, VA 23462. Due to COVID-19, this will NOT be a public bid opening.

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS CALL JOY GOODEN (757) 490-7942 AFTER AWARD, REFER ALL QUESTIONS TO YOUR CONTRACT ADMINISTRATOR WHOSE NAME APPEARS IN THE UPPER PORTION OF THE PURCHASE ORDER. NO COLLECT CALLS.

BID SUBMISSION: Due to the COVID-19 pandemic, the physical office of Virginia Beach Regional Office will NOT be open. Based on this, bidders MUST submit email bids to bidsviriniabeach@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 11:00 a.m. 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.

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 100's. 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.

Note: The GPO 910 "BID" Form is no longer required; bidders are to fill out, sign/initial, as applicable, and return page 7.

The jacket number and bid opening date must be specified with the emailed bid submission. Refer to Facsimile Bids in Solicitation Provisions of GPO Contract Terms, GPO Publication 310.2, as revised January, 2018.

Bids received after 11:00 a.m. on the bid opening date specified above will not be considered for award. For information regarding the solicitation requirements prior to award, email Joy Gooden at jgooden@gpo.gov For contract administration after award, contact Virginia Beach at (757) 490-7942.

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)).

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>

DOING BUSINESS WITH GPO CUSTOMER SERVICES DURING CORONAVIRUS PANDEMIC

Contractors should continue performance on contracts. Contractors must continue to fully comply with the terms and conditions of these contracts. Deliveries, proof approvals, and press sheet inspections for agencies may be impacted. It is requested that contractors contact a Government employee at the delivery location to confirm their availability to receive prior to shipping.

Schedules and other adjustments will be made in accordance with GPO Contract Terms. Caution should be used to safeguard all products should any delivery delays be imposed by the Government.

As a reminder, contractors must furnish contract compliance information required in accordance with GPO Contract Terms, Contract Clause 12: Notice of Compliance With Schedules.

Contractors should immediately contact your GPO contract administrator(s) and/or contracting officer(s) to identify impacted orders if any delay is anticipated, including temporarily closure of a production facility or the planned suspension of any services.

If you have any questions on a particular contract, please contact the Customer Services contract administrator and/or contracting officer for your contract (best method of communicating with them is via email). Office team e-mail addresses can be found at <https://www.gpo.gov/how-to-work-with-us/agency/services-for-agencies/procurement-services-team>

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.

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 30 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>

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

SUBCONTRACTING: The predominant production function is printing. Must be printed on a press capable of printing four colors (four printing units) plus aqueous coating in a single pass. Bidders who must subcontract this operation will be declared non-responsible.

PRODUCT: Saddle stitch books

TITLE: Breastfeeding Guide

QUANTITY: 1,000,016 (one million, sixteen)

PAGES: 60 pages self-cover (head to head)

TRIM SIZES: 8-1/2 x 11"

DESCRIPTION: PRINTS in 4 color process. Ensure header and crossovers line up throughout. Flood coat outside cover in Aqueous coating. Collate & saddle STITCH in 2 places along the left dimension. Content PROOF required. SHRINKWRAP in 25s. BOXES not to exceed 40 pounds. 5,000 books to be delivered within two weeks of proof approval. FINAL DELIVERY to 3 locations must be made by September 29, 2020 by 3pm local time

GOVERNMENT TO FURNISH: Dropbox link to InDesign files will be emailed after award.

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

ELECTRONIC PREPRESS: Prior to image processing, the contractor shall perform an extensive 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 GPO.

The contractor shall create 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.

Upon completion, the contractor must furnish final production native application files 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, or any proprietary file formats other than those supplied, unless specified by the Government.

PROOFS: EMAIL tracking to James.Helton@psc.hhs.gov and jgooden@gpo.gov CALL (301) 594-0553 to confirm receipt of email. PROOFS WILL NOT BE RETURNED TO CONTRACTOR Supply proof sign-off sheet, copy of specifications, and reminder agency can only keep proof TWO (2) days. Date of receipt is based on last location to receive proofs and is not considered first day. Contractor is responsible for costs incurred and arrangements of delivery and pickup of proofs.

ONE set of digital color content proofs for all pages. 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.

The contractor must not print prior to receipt of an "OK to print."

Deliver one set of Digital Content Proofs to: Ann Abercrombie
413 Hampton Ct.
Falls Church VA 22046

PRINTING: PRINTS in 4 color process. Flood coat outside cover in Aqueous coating.

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. BIDDERS, PLEASE NOTE: GPO has issued a new Government Paper Specification Standards, No. 13, dated September 2019. Prospective bidders should carefully read this publication as the applicable standards within become an integral part of this contract. The document with a list of major revisions is posted at <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards>
https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/vol_13.pdf

All paper used in each copy must be of a uniform shade and all paper must have the grain parallel to the fold.

Gloss-Coated Text, Basis weight: 80 lbs. per 500 sheets, 25 X 38", equal to JCP Code A180.

INK: 4 color process.

MARGINS: Full bleed

BINDING: Collate & saddle STITCH in 2 places along the left dimension.

PACKING: Boxes MUST not exceed 40 pounds.

Pack suitable quantities in shipping containers with a minimum bursting strength of 275 psi.

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/ mailing process.

THE CONTRACTOR IS ADVISED TO MAKE CERTAIN THAT THE CONTAINER AND THE PALLET REQUIREMENTS ARE EXACTLY AS INDICATED. NO SUBSTITUTIONS WILL BE ACCEPTED FOR EITHER OF THESE.

When multiple pallets are required to package the same product, the containers must be identified as to number of containers (e.g., 1 of 3, 2 of 3, and 3 of 3).

INSIDE DELIVERY OF proofs and 1 sample to:

Ann Abercrombie
413 Hampton Ct.
Falls Church VA 22046

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 21.4):

- (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>
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P-10. Process Color Match

Average Type Dimension in Publication

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

Bidders must fill out this page and return it.

TOTAL BID PRICE \$ _____ ADDITIONAL RATE \$ _____ PER 100

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).

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.

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

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 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)

COMPLETE THIS PAGE AND SUBMIT AS YOUR BID

THIS SECTION FOR GPO USE ONLY

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