



BID OPENING: January 03, 2020

BIDS SHALL BE PUBLICLY OPENED AT 2:00 P.M., PREVAILING ATLANTA, GA TIME.

ISSUE DATE: December 20, 2019

ANY QUESTIONS BEFORE AWARD CONCERNING THESE SPECIFICATIONS, CALL (404) 605-9160, EXT. 32703 (CAREY JOSEPH). NO COLLECT CALLS.

SPECIFICATIONS

U.S. Government Publishing Office (GPO)
Atlanta Regional Office
3715 Northside Parkway, NW
Suite 4-305
Atlanta, Georgia 30327

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 (Rev. 09-19)).

BIDDERS, PLEASE NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, and return "CONTRACTOR'S BID" section (pages 7 and 8).

CONTRACTORS QUOTED ADDITIONAL RATE WILL BE USED TO DETERMINE SUP. DOCS (GPO) CONTRACTED COSTS. THEREFORE, THE CONTRACTORS QUOTED ADDITIONAL RATE "MUST" HAVE ALL PRE-PRESS COSTS BACKED OUT OF THE QUOTED ADDITIONAL RATE FIGURE. IF PRE PRESS COSTS ARE NOT BACKED OUT; THE GPO "WILL" NEGOTIATE THE QUOTED ADDITIONAL RATE.

PRODUCT: Wire-O Bound Books

TITLE: TEAM NUTRITION FEEDING INFANTS (English and Spanish Versions)

QUALITY LEVEL: II Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 8-02)) applies.

QUANTITY: 100,016 Total (50,000 English Copies and 50,016 Spanish Copies) + 50 QARC's of Each

TRIM SIZE: 8-1/2 x 11"

PAGES: 196 Text + 2 Piece Covers

DESCRIPTION:

Covers 1 and 4 print full bleed, full color matter consisting of halftone, solid, screen, and reverse type matter via 4-color process inks. Cover 2 prints type matter via 4-color process inks, with no bleeds. Cover 3 is blank. After printing coat the entire face of covers 1 and 4 with a clear non-yellowing Gloss Aqueous coating.

Text print full color matter consisting of halftone, solid, screen, type, and reverse type matter via 4-color process inks, with full and uncommon bleeds

NOTE: Books must be printed via conventional OFFSET printing on a minimum 4-color press with one single pass. Digital printing, direct imaging (toner), and inkjet printing are not acceptable, for any Items.

GOVERNMENT TO FURNISH:

- Two USB drives (see "ELECTRONIC MEDIA").
- One similar previous printed copy to be used as visual and construction guide.

ELECTRONIC MEDIA:

- PLATFORM: Unknown.
- ELECTRONIC MEDIA: Two USB Drives (one for each version).
- SOFTWARE: ADDITIONAL SYSTEM TIME MAY BE REQUIRED. One InDesign CC18 file (for each version) will be provided (with bleeds margins included). Files may contain some low resolution images.
- COLOR: Identified as CMYK.
- FONTS: All fonts will be furnished.
- OUTPUT: 175 minimum line screen.

ADDITIONAL INFORMATION:

- Contractor must have the ability to edit PDF files (when furnished by the Government).
- Contractor is not to request that electronic files provided be converted to a different format. If contractor wishes to convert files to a different format, the final output must be of the same or higher quality and at no additional cost to the Government.
- The contractor is cautioned that furnished fonts are the property of the Government and/or its originator. All furnished fonts are to be eliminated from the contractor's archive immediately after completion of the contract.
- Identification markings such as register marks, commercial identification marks of any kind, etc., except form number and revision date, carried in the electronic files, must not print on the finished product.
- 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 your contract administrator.
- The contractor shall create/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 PostScript Files are not furnished - prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.
- Upon completion of this order, the contractor must furnish final production native application files (digital deliverable) and one "press quality" PDF file with the furnished media. Storage media must be MAC/PC compatible. The digital deliverables must be an exact representation of the final 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.

STOCK: 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.

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.

Text: JCP Code* A240, White Matte Coated Offset Book, Basis Size 25 X 38", Basis Weight 80lb.

Covers: JCP Code* L11, White, No. 1 Coated Cover, Gloss-Finish, Basis Size 20 X 26", Basis Weight 100lb.

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.

INK: If lithographic ink is used in the performance of this contract, the ink shall contain not less than the following percentages of vegetable oil: (a) news ink, 40 percent; (b) sheet-fed and forms ink, 20 percent; and (c) heat-set ink, 10 percent. High quality color process printing on high-speed heat-set presses is excepted when slow drying time significantly increases production costs.

Text: 4-color process

Covers 1 & 4: 4-color process + clear, non-yellowing Gloss Aqueous coating

MARGINS:

Text: Full and/or uncommon bleeds throughout

Covers 1 and 4: Full bleeds.

PROOFS:

Deliver the following proofs to the department on or before January 13, 2020. Contractor MUST return Government furnished material with the proofs.

Contractor is responsible for all costs incurred in the delivery and pickup of proofs. All proofs will be withheld not longer than 5 workday(s) from date of receipt by the Government** to date proofs are MADE AVAILABLE FOR PICKUP by the contractor. It is the responsibility of the CONTRACTOR to make the necessary pickup arrangements when notified that the reviewed proofs are available. If an overnight delivery carrier (i.e. UPS or Fed Ex) is to be used, contractor MUST include a fully completed return airbill (prepaid by the contractor) with the delivered proofs.

**NOTE: The date of receipt by the Government is NOT considered the first workday.

Contractor furnished proof approval letters will not be recognized for proof approval/disapproval. Only GPO generated proof letters will be recognized for proof approval/disapproval. Contractor must not print prior to receipt of an "OK to print".

(*) CONTENT PROOFS: Two (2) sets of digital color Content proofs 'for Each Version' 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 (where applicable) to the finished size/format of the product.

(*) G7 INKJET PROOFS: One set of inkjet proofs 'for Each Version' that are G7 profiled and use pigment-based inks may be submitted in lieu of digital one-piece composite laminated halftone proofs. A proofing RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles Technology, and meets or exceeds industry tolerance to ISO 12647-7 standard for Graphic Technology (as of 2016 and future amendments) must be utilized. Proofs must be ripped and sent at plate resolution (minimum of 2400 x 2400 dpi). If using a 1 bit tiff, the tiff must be made at a minimum of 2400 dpi. Output must be a minimum of 2400 x 1200 dpi on a GRACoL or SWOP certified proofing media. Proofs must contain *both* of the following to be evaluated for accuracy: 3-tier color control strip: IDEAlliance ISO 12647-7 2013(i1), and the GPO Resolution target found www.gpo.gov/gporestarget.pdf. NOTE: If a contractor chooses this proof option, prior evaluation and approval of this proofing method must be provided by GPO, Quality Control for Published Products, to ensure that the final product will be produced in accordance with contract specifications. See instructions at: <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/qlsamples6f200c30b44a64308413ff00001d133d.pdf>. Failure to obtain this evaluation and approval may be cause for the job to be rejected should the final product not match the proofs for color.

Proofs must contain color control bars (such as Brunner, GATF, GRETAG, or RIT) for each color of ink on the sheet. Control bars must be placed parallel to the press's ink rollers and must show areas consisting of minimum 1/8 x 1/8" solid color patches; tint patches of 25, 50 and 75%; dot gain scale; and gray balance patches for process color (if applicable). These areas must be repeated consecutively across the sheet.

The make and model number of the proofing system utilized shall be furnished with the proofs. These proofs must contain all elements, be in press configuration, and indicate margins. Proofs will be used for color match on press. Direct to plate must be used to produce the final product with a minimum of 2400 x 2400 dpi.

PRESS SHEET INSPECTION REQUIRED:

The contractor must notify the GPO of the date and time the press sheet inspection can be performed. In order for proper arrangements to be made, notification must be given at least 5 workday(s) prior to the inspection. Notify Carey Joseph at Atlanta GPO (404-605-9160 Ext 32703 or cjoseph@gpo.gov). Note: See Contract Clause, paragraph 14(e)(1), Inspections and Tests of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)). When supplies are not ready at the time specified by the contractor for inspection, the Contracting Officer may charge to the contractor the additional cost of the inspection.

Final makeready press sheets will be inspected and approved at the contractor's plant for the purpose of establishing specified standards for use during the actual press run. Upon approval of the sheets, contractor is charged with maintaining those standards throughout the press run (within QATAP tolerances when applicable) and with discarding all makeready sheets that preceded approval. See GPO Publication 315.3 (Guidelines for Contractors Holding Press Sheet Inspections) issued January 2015. NOTE: A press sheet inspection is for the purpose of setting specific standards that are to be maintained throughout the entire run. It does not constitute a prior approval of the entire run.

Viewing Light: Press sheets will be viewed under controlled conditions with 5000 degrees Kelvin overhead luminaries. The viewing conditions must conform to ISO 3664-2009; a viewing booth under controlled conditions with 5000 degrees Kelvin overhead luminaries with neutral gray surroundings must be provided.

TRAVEL EXPENSE AND PER DIEM: Travel expenses and per diem to be incurred by the Government for press sheet inspection will NOT be a factor in determining award.

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.

BINDING:

Trim 4 sides. Collate Covers and text.

Punch suitable along 11" left dimension and bind with a suitable sized White Wire-O binding.

NOTE: Wire-O binding element must be large enough to allow books to lie flat when opened (per furnished sample).

PACKING: Keep Each Version Separate and Identify.

Pack suitable per shipping container, to prevent shifting of or damage to materials. Carton weight not to exceed 45 lbs. Packing list with carton count per line item and total number of copies per item is required.

Carton labels must be completed and labeled as follows: Title must be in bold and all caps, and FNS # included (FNS 786 for English and FNS 786-S for Spanish).

NOTE: All shipping cartons require a carton label. Noncompliance with the labeling and marking specifications on this order may be cause for the Government to reject the shipment at destination and return it to the contractor at his/her expense. The Government may, at its option, relabel and/or remark in accordance with the specifications and charge all costs to the contractor. There will be a minimum charge of \$50.00 per order (per Jacket) for all labeling and marking corrections that are made by the Government due to the contractor's failure to label/mark all cartons per specifications and Contract Terms.

SCHEDULE:

Purchase Order and Government furnished material will be available for pick up from the U.S. Government Publishing Office, Atlanta Regional Office, 3715 Northside Parkway NW, Atlanta, GA 30327 on or before **January 06, 2020**.

Deliver all proofs on or before **January 13, 2020**.

Deliver complete on or before **February 13, 2020**.

NOTE: Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail to Don Newsome (donald.newsome@fns.usda.gov) and GPO Atlanta Regional Office (infoatlanta@gpo.gov). The subject line of this message shall be "Distribution Notice for Jacket XXX-XXX, Req X-XXXXX". 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 (F.O.B. DESTINATION):

Deliver proofs to: Don Newsome (703-305-2953), 14357 Southgate Court, Woodbridge, VA 22193.

NOTE: This is a residential address.

Deliver 2 copies (of Each Version) to: USDA, ATTN: Don Newsome (703-305-2953), 3101 Park Center Drive, Suite 928, Alexandria, VA 22302. **INSIDE DELIVERY REQUIRED!**

Deliver 49,998 copies (of Each Version) to: US Government Publishing Office**, C/O RECEIVING - USDA/FNS (202-512-2010 ext 33400), 8660 Cherry Lane, Laurel, MD 20707.

NOTE: Delivery hours are 8:00am to 3:00pm, M-F federal workdays for truck and less than a truckload (LTL). **CONTRACTOR MUST NOTIFY GPO AT LEAST 5 DAYS PRIOR TO DELIVERY.

Deliver 15 "File" copies of Spanish Version to: BAC (By-Law) 1525-01, Library of Congress, 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 shipped via Fed Ex, UPS, or United States Postal Service (USPS).

Deliver 1 "Depository" copy of Spanish Version to: BAC (C&I) 1523-01, U.S. Government Publishing Office, Federal Depository Library Program, Mail Stop: FDLP, 44 H St., NW, Loading Dock, Washington, DC 20401, Marked Item No. 0074-A-02.

Upon completion, return all furnished material And Department Digital Deliverable under separate cover via traceable means to: Don Newsome (703-305-2953), 14357 Southgate Court, Woodbridge, VA 22193.

NOTE: This is a residential address.

QUALITY ASSURANCE RANDOM COPIES (50 of Each Version): The contractor will be required to complete a "Certificate of Selection" furnished by GPO certifying that the copies were selected as directed. Business Reply Mail labels will be furnished for mailing the QARC copies. The copies are to be mailed at the same time as the first scheduled shipment. A copy of the Purchase Order must be furnished along with the QARC's and Certificate of Selection. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket, must be furnished with billing as evidence of mailing.

QUALITY ASSURANCE THROUGH ATTRIBUTES: The bidder agrees that any contract resulting from bidder's offer under these specifications shall be subject to the terms and conditions of GPO Pub. 310.1 "Quality Assurance Through Attributes – Contract Terms" in effect on the date of issuance of the invitation for bid. GPO Pub 310.1 is available without charge from: U.S. Government Publishing Office, Atlanta Regional Office, 3715 Northside Parkway, NW, Suite 4-305, Atlanta, Georgia 30327.

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

Product Quality Levels:

- (a) Printing (page related) Attributes – Level II
- (b) Finishing (item related) 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:

ATTRIBUTE SPECIFIED	SPECIFIED STANDARD	ALTERNATE STANDARD*
P-7. Type Quality and Uniformity	Press Sheet Inspection	Approved Proofs
P-10. Process Color Match	Press Sheet Inspection	Approved Proofs

*In the event that the Specified Standard is waived, the Alternate Standard will serve as its replacement.

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 hundred or thousand copies. The price of the 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.

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 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.

BID SUBMISSION: Submit bid to: U.S. Government Publishing Office (GPO), Atlanta Regional Office, 3715 Northside Parkway NW, Suite 4-305, Atlanta, GA 30327. Facsimile bids in response to this solicitation are permitted. Facsimile bids may be submitted directly to the GPO Atlanta Regional Office Fax No. (404) 605-9185 or (404) 605-9186. The Jacket number must be specified with the bid. Refer to Facsimile Bids in Solicitations Provisions of GPO Contract Terms, GPO Publication 310.2, as revised January 2018.

NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, and return pages 7 and 8.

PAYMENT: Submitting invoices for payment via the GPO fax gateway 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>.

CONTRACTOR NAME: _____

SHIPMENT(S): Shipments will be made from: City _____, State _____

The city(ies) indicated above will be used for evaluation of transportation charges when shipment f.o.b. contractor's city is specified. If no shipping point is indicated above, it will be deemed that the bidder has selected the city and state shown below in the address block, and the bid will be evaluated and the contract awarded on that basis. If shipment is not made from evaluation point, the contractor will be responsible for any additional shipping costs incurred.

Contractor's Bid Amount: _____

Additional Rate: _____ **Per** _____

(Contractor's Initials)

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 fax or mail, fill out and return one copy of all pages of "CONTRACTOR'S BID" section including initialing/signing where indicated.

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)

(Contractor's Initials)

(COMPLETE AND SUBMIT THIS PAGE WITH YOUR BID