Jacket: 741-054
Title: FY23 3HSY You Have Questions
Agency: Defense Logistics Agency (5041-OE)
Bid opening May 8, 2023 at 11:00 a.m., prevailing Eastern Standard Time

Contractor Name	Bid	Terms	Discount
*Monarch Litho	$174,471.00	2 % 20 days	$170,981.58
Advantage Mailing	$211,557.79	0.5 % 20 days	$210,500.00
* =Awarded			

Reviewed: WL

U.S. Government Publishing Office (GPO)
Columbus, OH 43215-7034
General Terms, Conditions, and Specifications
for the procurement of
FY23 3HSY You Have Questions
As requisitioned from the U.S. Government Publishing Office (GPO) by the
U.S. Defense Logistics Agency

BID OPENING: Bids shall be opened at **11:00 a.m.,** prevailing Eastern Standard Time on **May 8, 2023**.

Any questions before or after award concerning these specifications call Joy Gooden at jgooden@gpo.gov or (614) 488-4616, Ext. 9 + 2. No collect calls.

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 11:00 a.m. EST 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.

BIDDERS PLEASE NOTE: The GPO 910 "BID" Form is no longer required. Bidders are to fill out, sign/initial, as applicable, **page 10.**

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 1000 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 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

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 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

MODS: 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. Must be printed on a press capable of printing six colors (six printing units) in a single pass. 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.

PRODUCT: Direct mail packages.

TITLE: FY23 3HSY You Have Questions

QUANTITY: 3,680,000 total pieces (920,000 complete packages

A-Hand Raiser – 745,000 each	(1) Outside Code: TJTH23	Envelope
	(2) Base Code: TJTHB23	Reply card
	(3) Pass Code: TJTHP23	Reply card
	(4) Inside Code: TJTH23	Booklet
B-Consideration – 175,000 each	(1) Outside Code: TJTC23	Envelope
	(2) Base Code: TJTCB23	Reply card
	(3) Pass Code: TJTCP23	Reply card
	(4) Inside Code: TJTC23	Booklet

TRIM:	Envelope:	Converted/Folded Size: 5-1/4 x 8” plus 1-1/2” gummed flat
	Reply card:	Flat: 4-1/4 x 6”
	Booklet:	Folded Size: 5 x 7”
PAGES:	Envelope:	2 pages each of two. Head to head prior to construction
	Reply card:	2 pages each of four. Head to head
	Booklet:	12 pages each of two. Head to head.

DESCRIPTION: Request is for 920,000 complete packages ** FIRM--NO OVERS OR UNDERS. Each package contains two (2) envelopes, four (4) reply cards, and two (2) booklets. This is a Level I procurement for dated material; delivery schedule is critical and non-negotiable.

PDF proof, Content proofs, and High-resolution proofs, and stock samples are required. Second round of proofs required and should be considered and included when bidding on project schedule.

***All PMS color must be shown in proofs as close as possible to the actual color.

After approval of PDF, content, and high-resolution proofs, and paper samples, press sheet inspection is required.

<u>Envelope:</u> Prints head to head in 4-color process + Pantone 187 + Pantone 296 + clear, non-yellowing spot matte varnish coating + clear, non-yellowing spot gloss varnish coating on 80# matte text. Contractor must block out address and glue areas. All colors must print in one pass.

CONSTRUCTION: SCORE all folds and FOLD to 5-1/4 x 8”.

DIECUT with 1-1/2” gummed flap with rounded corners.

<u>Reply card:</u> Prints head to head in 4-color process + Pantone 187 + Pantone 296 + clear, non-yellowing matte varnish or aqueous coating on face over black on 80# Matte Cover. Contractor must block out address area. All colors must print in one pass.

<u>12-page Saddle stitched Booklet:</u> Prints head to head in 4-color process + Pantone 187 + Pantone 296 + clear, non-yellowing spot gloss varnish coating + clear, non-yellowing spot matte varnish coating. Contractor must block out address area. All colors must print in one pass.

CONSTRUCTION: Collate, fold to 5 x 7", saddle stitch in 2 places, and trim three sides.

Printer to provide two (2) labeled final digital downloads along with a directory of what was printed.

Inside delivery must be made by **May 26, 2023** by 2pm local time. Delivery Date is non-negotiable.

Contractor MUST provide the following during Review and Confirm with GPO:
(1) Press schedule, along with how many shifts this will be printed over.
(2) Printing type, sheet fed or web.

PRINTING: Envelope: Prints head to head in 4-color process + Pantone 187 + Pantone 296 + clear, non-yellowing spot matte varnish coating + clear, non-yellowing spot gloss varnish coating on 80# matte text. Contractor must block out address and glue areas. All colors must print in one pass.

Reply card: Prints head to head in 4-color process + Pantone 187 + Pantone 296 + clear, non-yellowing matte varnish or aqueous coating on face over black on 80# Matte Cover. Contractor must block out address area. All colors must print in one pass.

12-page Saddle stitched Booklet: Prints head to head in 4-color process + Pantone 187 + Pantone 296 + clear, non-yellowing matte varnish or aqueous coating. Contractor must block out address area. All colors must print in one pass.

INK: Four color process plus Pantone 296 plus Pantone 187
***Pantone colors cannot be built out of 4/C process, must be run as spot 5th and 6th colors.

All colors must print in one pass.

BINDING:
Envelope: SCORE all folds and FOLD to 5-1/4 x 8”. DIECUT with 1-1/2” gummed flap with rounded corners.

Reply card: Four-sided trim to 4-1/4 x 6”.

12-page Saddle stitched Booklet: Collate, fold to 5 x 7", saddle stitch in 2 places, and trim three sides.

GOVERNMENT TO FURNISH: Media consists of PDF files (bleeds not included) will be emailed upon award. Contractor to resize/correct files for bleed at no added cost to the government.

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 the 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.

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.

PROOFS: Prior to the commencement of production of the contract production quantity, the contractor shall submit paper samples, and PDF, Content, and High-resolution PROOFS are required. Indicate varnish overlays of each element. Include REMINDER that agency can keep proof THREE (3) workdays. Date of receipt is NOT considered first workday.

After approval of digital content and inkjet proofs, ink drawdowns, and paper samples, PRESS SHEET INSPECTION is required. Contact Jackie McGowan between the hours of 8:00 a.m. and 3:00 p.m., prevailing eastern time, with 3 workdays notice.

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. Include REMINDER that agency can keep proof **THREE (3) workdays.** Date of receipt is NOT considered first workday. Contractor must call below to confirm receipt. Deliver proofs to:

Jackie McGowan	jackie.mcgowan@wundermanthompson.com	
Rebecca Magee	sheri.beyea@dla.mil	(207) 475-5915
Joy Gooden	jgooden@gpo.gov	

***** **AND** *****
At the same time the Electronic proof is sent, prior to the commencement of production of the contract production quantity, the contractor shall submit **THREE SETS** of Content and High-resolution proofs and stock samples; one each to Ms. Jackie McGowan at *Residential Address in* Hartsdale, NY 10530; Branden Roane Wunderman Thompson 3630 Peachtree Road, NE Suite 1200, Atlanta, GA 30326; and Marine Corps Recruiting Command (Code M) Captain Philip Coale, Advertising Section; 2nd Floor 3280 Russell Road, Quantico, VA 22134-5103

All PMS colors must be shown in proof as close as possible to the actual color.

Contractor should make additional set of proofs for reference. **PROOFS WILL NOT BE RETURNED.**

One (1) set of 8-1/2 x 11 **blank stock samples** of the actual paper to be used in the production of the contract requirements. Each sample must be of the kind and quality required by the specifications. The Government will rely on the samples only as a reference to the general appearance of the stock that will be provided by the contractor in conformance to the specifications. The Government assumes no contractual obligation to perform any inspection and test for the benefit of the contractor. The Government's failure to inspect and accept or reject the paper samples shall not relieve the contractor from responsibility, nor impose liability on the Government, for nonconforming paper. Stock samples must be approved by agency prior to printing.

***** **AND** *****
One (1) 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, as applicable.

***** **AND** *****
One (1) set of digital one-piece composite laminated halftone proofs on the actual production stock (Kodak Approval, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 x 2400 dpi for all pages.
-- OR –

At contractor's option, one set of **Inkjet proofs** 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-endors/qlsamples6f200c30b44a643 08413ff00001d133d.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.

The container and accompanying documentation shall be marked **PREPRODUCTION PROOFS** and shall include the GPO jacket and purchase order. The samples must be submitted in sufficient time to allow Government testing of the samples and production and shipment in accordance with the shipping schedule.

Government will approve, conditionally approve, or disapprove the samples within **THREE (3) workdays** of the receipt thereof. Date of receipt is NOT considered first workday. Approval or conditional approval shall not relieve the contractor from complying with the specifications and all other terms and conditions of the contract. A conditional approval shall state any further action required by the contractor. A notice of disapproval shall state the reasons therefor.

If the samples are disapproved by the Government, the Government, at its option, may require the contractor to submit additional samples for inspection and test, in the time and under the terms and conditions specified in the notice of rejection. Such additional samples shall be furnished, and necessary changes made, at no additional cost to the Government and with no extension in the shipping schedule. The Government will require the time specified above to inspect and test any additional samples required.

In the event the additional samples are disapproved by the Government, the contractor shall be deemed to have failed to make delivery within the meaning of the default clause in which event this contract shall be subject to termination for default, provided however, that the failure of the Government to terminate the contract for default in such event shall not relieve the contractor of the responsibility to deliver the contract quantities in accordance with the shipping schedule.

In the event the Government fails to approve, conditionally approve, or disapprove the samples within the time specified, the Contracting Officer shall automatically extend the shipping schedule in accordance with Contract Clause 12, "Notice of Compliance With Schedules, of GPO Contract Terms (GPO Publication 310.2, effective December 1, 1987 (Rev. 01-18)).

Manufacture of the final product prior to approval of the sample submitted is at the contractor's risk. Samples will not be returned to the contractor. All costs, including the costs of all samples shall be included in the contract price for the production quantity.

All samples shall be manufactured at the facilities in which the contract production quantities are to be manufactured.

Second round of proofs required and should be considered and included when bidding on project schedule.

Contractor must not print prior to receipt of an **"OK to Print".**

***** **AND** *****
After approval of digital content and inkjet proofs, ink drawdowns, and paper samples, PRESS SHEET INSPECTION is required. Contact Jackie McGowan between the hours of 8:00 a.m. and 3:00 p.m., prevailing eastern time, with 3 workdays notice.

Press sheets will be inspected at the contractor's plant for quality conformance. 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.

Press sheets must contain one color bar for each color placed parallel to the proofer's ink rollers. The control bars must show areas consisting of 3/16 x 3/16" minimum solid color patches; tint patches of 25, 50, 75%; dot gain scale (GATF, BRUNNER, or GRETAG); and gray balance patches for process color, repeated across the entire press sheet. The density must be constant across the full width of the sheet with deviations not to exceed plus or minus 5%. For viewing of the press sheets, the contractor must provide a densitometer and controlled lighting using overhead viewing lights with 5000 degree Kelvin lumination.

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-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.

Booklet and Envelope: JCP Code* A240, Matte-Coated Text, Basis Size 25 X 38", Basis Weight, 80#

Reply Card: JCP Code* L50, Matte-Coated Cover, Basis Size 20 X 26", Basis Weight, 80#

MARGINS: Bleed must be built.

PACKING: Pack in uniform quantities in shipping containers with a minimum bursting strength of 275 psi. Boxes must be filled to capacity without air. Each shipping container must not exceed 45 pounds when fully packed.

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.
Pack to ensure no damage occurs to product during transit prior to receipt by agency. Pack to ensure no shifting of product in transit, using spacers if necessary. Product should arrive with no abrasions, dog-ears, etc.

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).

LABELING AND MARKING: Each package or carton must be labeled. Each pallet must be labeled. The label MUST indicate full title, quantity, Jacket number, and total number of boxes shipped, i.e. 6 of 10. White labels with black image of bold, 1/4" height entries.

Label and mark 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 Attributes -- **Level I.**
- (b) Finishing Attributes -- **Level I.**

Inspection Levels (fromANSI/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:

Attribute	Specified Standard
P-7. Type Quality and Uniformity	Average Type Dimension in Publication
P-8. Halftone Match	Approved Proofs
P-9. Solid and Screen Tint Color Match	Pantone Matching System
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): Order must be divided into 200 equal sublots. A random copy must be selected from each sublot. Do not choose copies from the same general area in each sublot. 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.

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 to the delivery address stated under DISTRIBUTION.

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 furnished material will be emailed no later than **May 9, 2023.**

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.

Submit proofs by **May 15, 2023** in order to comply with the shipping schedule. Email PDF proofs and deliver one (1) set of content and high-resolution proofs and stock samples will be withheld THREE (3) workdays from receipt until approval of proofs. Date of receipt is not considered first day.

Second round of content and high-resolution proofs is required and should be considered and included when bidding on project schedule.

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

Inside delivery to three (3) locations must be made by **May 26, 2023** by 2pm local time. Delivery Date is non-negotiable.

NOTIFICATION OF SHIPMENT: Immediately after the order has shipped, the contractor must EMAIL tracking numbers to sheri.beyea@dla.mil & jgooden@gpo.gov on same day the product ships. Ensure all boxes contain title & box# of total shipment

The subject line of this message shall be "Distribution Notice for Jacket 741-054 Requisition 3-320993E-840438 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 by traceable means.

All shipping costs need to be included in the bid price.

Prior to shipping full run to Data Mail, INSIDE DELIVERY of 50 of each component TO: Ms. Jackie McGowan at *residential address in* Hartsdale, NY 10530

INSIDE DELIVERY of 10 samples each component PLUS two (2) labeled final digital downloads along with a directory of what was printed TO: Ms. Jackie McGowan at *residential address in* Hartsdale, NY 10530

INSIDE DELIVERY of 500 each component delivered by **May 22, 2023** TO: Data Mail ATTN: Scott Stickles 860-666-0399
240 Hartford Avenue, Receiving Hours: M-F: 9:00AM to 5:00PM
Newington, CT 06111

Balance are to be packed in separate cartons by outside carrier code and delivered TO: Data Mail ATTN: Scott Stickles, call 24 hours 860-666-0399 to SCHEDULE your delivery
240 Hartford Avenue, Receiving Hours: M-F: 9:00AM to 5:00PM
Newington, CT 06111

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.

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

TOTAL 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).

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)

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