

# Quotation Request //

## US Government Printing Office

Atlanta Regional Printing Procurement Office  
1888 Emery St., Suite 110  
Atlanta GA 30318-2566

**JACKET:523-804**

### Quotations are Due By:

(Eastern Time)11:00 AM on 12/01/2008

Submit Fax Quotes to:(404) 605-9185

**Contractors must provide mandatory taxpayer information before GPO makes payment.**

Please see special notice on <http://contractorconnect.gpo.gov/>.

**TITLE:** A-E CONTRACTING CRS #004

**QUANTITY:** 215 Looseleaf, drilled Books with Tab Dividers.

**TRIM SIZE:** 8.5 x 11" For Covers & Text.

9 (Includes a .5" Tab) x 11" For Tab Dividers.

**PAGES:** 678 Text Pages.

2 Piece Covers.

27 Tab Dividers.

### **SCHEDULE:**

Furnished Material will be available for pickup by 12/02/2008

Deliver partial (to arrive at destination) 30 copies by 12/19/2008.

Deliver complete (to arrive at destination) by 01/14/2009

F.O.B. destination

30 copies delivery by Dec. 19, 2008 is an absolute MUST. Delivery of entire order by Dec. 19, 2008 is acceptable.

**QUALITY LEVEL:** 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 8-02)) applies.

### **DESCRIPTION:**

Looseleaf, drilled book printing type, rule, line art, screen & solid matter in BLACK only. Covers 1 & 2 print; 3 & 4 are blank. 58 text blanks scattered.

Tab dividers print type matter in black on the face & back of the tab only. Tabs are 1/5th cut, 5 full banks (1, 2, 3, 5 & 6) & positions 1 & 2 only for Bank 4. Round corners of tabs.

Tab banks & colors as follows: Banks 1, 2 & 3 are clear laminated. Bank 4 is positions 1 & 2 only - position 1 is clear laminated & position 2 is yellow laminated. Banks 5 & 6 are blue laminated.

Tabs must be reinforced by the lamination method of a single thickness of CLEAR, YELLOW OR BLUE AS NOTED ABOVE plastic, cellulose acetate, polyethylene terephthalate, or equal material, securely bonded to each side of the divider, which shall lap over at least 10 mm(3/8") on the base sheet and extend at least 10 mm (3/8") beyond the tab end. The outer edge of the tab must be smooth. Binding edge to be reinforced on back with the same material (clear) extending the full 11" length and approximately 5/8" wide, or at contractor's option, spot lamination around holes is acceptable.

**COLLATE COVERS, TEXT & TABS & DRILL 3 HOLES.**

**DIRECT IMAGE REPRODUCTION AS LONG AS QUALITY LEVEL 3 IS MAINTAINED IS ACCEPTABLE. INK JET PRINTING IS NOT ACCEPTABLE.**

**MATERIAL FURNISHED:** Contractor to pickup at GPO. Camera copy to reproduce @ 100%. Copy is NOT blue pencil folioed. Pagination sheet furnished. Return all to Dept. at address noted under Distribution.

**PAPER:** \* Must be in accordance with JCP Paper Specification Standards in effect on date of this order

TEXT: JCP Code\* G10, Bond, Basis Size 17 X 22", WHITE. Basis Weight 20#

COVERS: JCP Code\* K10, Index, Basis Size 25.5 X 30.5", WHITE. Basis Weight 110#

TAB DIVIDERS: JCP Code\* K10, Index, Basis Size 25.5 X 30.5", WHITE. Basis Weight 90#

**COLOR OF INK:**

BLACK.

**PRINT PAGE:** Head to Head

**MARGINS:** Follow Copy Sample. Adequate Gripper.

Adjust left margins as necessary to ensure drilling does not obliterate any copy image.

**PROOFS:** (\*) SEE BELOW. proofs will be withheld not more than 2 days.

Government to receive in contractor's plant. Contractor must not print prior to receipt of an 'OK to print'.

(\*) Proofs are to be delivered to the department on/before DEC. 10, 2008. Contractor is responsible for all costs incurred in the delivery and pickup of proofs. Contractor must return all furnished materials with proofs. 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.

NOTE: Films are not required. If at the contractor's option films are used, the Government will not pay for new films due to Author's Alterations. The Government will pay for making digital corrections - not for new films. At the completion of the order, the contractor must provide the Government with storage media (same type of storage media as was originally furnished) containing corrected files in the same format as the original Government furnished material.

REQUIRED PROOF IS: ONE PRINTED/DRILLED/TABBED/COLLATED PRE-PRODUCTION COPY.

CONTRACTOR "MUST" FURNISH WITH PROOF AN ADDRESSED/PRE-PAID RETURN SHIP LABEL.

**BINDING:**

Trim 4 sides.

Drill 3 round holes 3/8 inches in diameter 4.25 inches c. to c.; centered on 11 inch side; center of holes 3/8 inches from Left inch edge of sheet.

Paper Covers: Trim flush, 2-Piece,

Collate covers, text & tabs & drill 3 holes.

**PACKING:**

Place a piece of 9 x 11" chipboard on top & bottom of each collated/drilled book & shrink film wrap.

NOTE: All shipping cartons require a carton label. Complete a copy of the attached shipping label(s) and affix one to each shipping container according to the instruction at the top of the carton label sheet. NOTE: 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.

Shrink Film Pack in units of each. Pack Suitable per shipping container.

**DISTRIBUTION:**

