

Quotation Request //

US Government Printing Office

Agency Publishing Services
732 North Capitol Street, NW
Washington DC 20401-0001

JACKET:345-856

Quotations are Due By:
(Eastern Time)10:00 AM on 09/08/2008
Submit Fax Quotes to:00000000

Contractors must provide mandatory taxpayer information before GPO makes payment.
Please see special notice on <http://contractorconnect.gpo.gov/>.

TITLE: Team Steps - Pocket Guide

QUANTITY: 2000 wire spiral bound pamphlets (includes 50 Departmental Random Blue Label copies).

NOTE: CONTRACTOR may submit quotes via CONTRACTOR CONNECT or
****FAX QUOTES to 202-512-1581 **** or ***FAX QUOTES TO (202) 512-1368.*****

TRIM SIZE: 3-5/8 x 6-1/8".

PAGES: 36 page self-covered pamphlet.

SCHEDULE:

Furnished Material will be available for pickup by 09/09/2008

Deliver complete (to arrive at destination) by 09/30/2008

F.O.B. destination

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

DESCRIPTION:

Item prints in 4-color process, head to foot, consisting of solids tints, images, illustrations, type and line matter with some areas reversing out. Bleeds are uncommon throughout.

Print all copies with ISBN, EAN barcode, and Price Add-On barcode copy (the ISBN number must be printed in Human-Readable interpretation and bar coded using 3 of 9 (code 39) Bar Code system, non-contact reading in accordance with ISO-2108:2005 - these elements must be printed in black ink. Contractor to place on last text page towards the upper right side where space is available.

"For Sale By..." line to be printed on page 3, on the bottom-center. Contractor to reduce furnished PDF to fit.

Government to furnish barcode and "For Sale By..." line via e-mail after award.

MATERIAL FURNISHED: Contractor to pickup at GPO. One CD-ROM disk generated on an IBM system version Window XP, using Adobe InDesign CS, Adobe Illustrator CS, and Adobe Photoshop CS software. Files supplied in Native format. Fonts and bleeds are furnished.

One previously printed sample to be used for visual purposes only.

One PDF file, containing "For Sale By..." line and barcode info, to be placed in proper position by the contractor. PDF will be emailed after award. Contact Roland Whitehurst at rwhitehurst@gpo.gov

Two lasers containing "For Sale By..." line and barcode info for visuals.

Prior to image processing, the contractor is responsible for performing a basic check (preflight) of the

furnished publishing files to assure accurate output of the required reproduction image. Any errors, media damage or data corruption that might interfere with proper file imaging must be reported to the contract administrator in sufficient time to comply with the shipping schedule.

In addition, the contractor is responsible for creating or altering any necessary trapping, setting proper screen angles and screen frequency, and defining file output selection for the imaging device being utilized. All furnished files must be imaged as necessary to meet assigned quality level.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order JCP Code* L10, Litho Coated Cover, White, Basis Size 20 X 26" Basis Weight 80 lbs.

All paper used in each copy must be of a uniform shade.

COLOR OF INK:

4-color process.

PRINT PAGE: Head to Foot

MARGINS:

Inadequate gripper, follow furnished electronic media.

PROOFS:

NONE REQUIRED.

BINDING:

Trim 4 sides.

Punch suitably at top 3-5/8" edge and bind with black wire spiral of suitable size and capacity.

PACKING:

Shrink wrap in units of 10, for a total of 200 packs.

Pack suitable per shipping container.

DISTRIBUTION:

Deliver 2,000 copies (includes 50 "Blue Label" copies) marked "Sales Stock, Req. No. 8-01384" to U.S. Government Printing Office, Documents Warehouse, Receiving Branch, 8660 Cherry Lane, Laurel, MD 20707-4950.

Contractor to provide one (1) copy to: U.S. Government Printing Office, Customer Services Department, Agency Publishing Services, AST 4, Attn: Contracting Officer, Mail Stop CSAPS, Room C-838, 732 North Capitol Street NW, Washington, DC 20401. JKT: 345-856.

QUALITY ASSURANCE STANDARDS: The following standards shall apply to these specifications:

Inspection Levels (from ANSI/ASQC Z1.4):

(a) Non-destructive Tests -- General Inspection Level 1.

(b) Destructive Tests -- Special Inspection Level S-2.

Specified standards to correspond with each required attribute as follows:

ATTRIBUTE	Specified Standard
P-7. Type Quality and Uniformity	Furnished Electronic Media
P-10. Process Color Match	Furnished Electronic Media