

Quotation Request //

US Government Publishing Office

Chicago Regional Office
200 North LaSalle St., Suite 810
Chicago IL 60601-1055

JACKET:635-229

Quotations are Due By:

(Eastern Time)11:00 AM on 03/29/2016

Submit Quotes Online, unless otherwise instructed, via: <https://contractorconnection.gpo.gov/openjobs.aspx>

Contractor must provide mandatory W-9 form before GPO makes payment.

TITLE: 9 x12 Neon Orange Kraft Business Reply Mail envelope

QUANTITY: 1500 Envelopes.

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote

(<https://securssl.access.gpo.gov/cc/openjobs.aspx>). Fax, email, and phone quotes are not acceptable. Late quotes will not be accepted. All problems submitting quotes via Quick Quote must be reported prior to bid opening time to the Chicago Regional Office at 312-353-3916.

TRIM SIZE: 9 x 12"

PAGES: Face only

SCHEDULE:

Furnished Material will be available for pickup by 03/30/2016

Deliver complete (to arrive at destination) by 04/29/2016

F.O.B. destination

(via traceable means at contractor's expense)

Contractor **MUST** email delivery verification information to VerifyChicago@gpo.gov within 24 hours of delivery. Enter the Jacket number in the subject line and place method of shipment and the delivery date in the body of the message. Failure to follow this procedure may result in delayed payment after invoicing.

QUALITY LEVEL: 4 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 8-02)) applies.

DESCRIPTION:

Face print black type and line matter.

Construction of envelope is open side, side seam, with a gummed flap along the 12" dimension. Contractor to follow previously printed similar sample for margins and image positioning.

Contractor to set type in same or similar size and typeface - address with 4 lines of type, FIM marks, Intelligent bar codes, business reply mail box (3 lines), and no postage necessary box (5 lines).

MATERIAL FURNISHED: Contractor to receive. One sample of each envelope to be used as manuscript and construction sample.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
JCP Code* A63, Offset Book, Obit Orange, Basis Size 25 X 38" Basis Weight 70

OR JCP Code* D11, Bond, Basis Size 17 X 22", 24-28LB

Astrobright Cosmic orange or equal neon or fluorescent orange

COLOR OF INK: Ink Must Contain a Minimum of 20% Vegetable Oil

See above

PRINT PAGE: One Side Only

MARGINS: Follow Copy Sample. Adequate Gripper.

FIM marks/bar codes on each envelope must be in proper position and in accordance with the US Postal regulations.

PROOFS:

Email PDF proofs on or before 04/04/2016 to: lynne_mueth@ilsd.uscourts.gov

Proofs will be withheld not more than 3 workdays from receipt in agency until contractor is notified of an "OK to print". Contractor must not print prior to receipt of an "OK to print". Notify rboyum@gpo.gov the morning PDF will be emailed.

Each item:

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.

PACKING:

Package each Jacket separately and Identify.

Box in units of suitable. Pack Suitably per shipping container.

DISTRIBUTION:

NOTIFICATION OF SHIPMENT: Immediately after the order has been shipped, the contractor MUST furnish shipping information to Agency. Include the order title, GPO jacket number, requisition number, date of shipment, quantity, and tracking information for deliveries. Email lynne_mueth@ilsd.uscourts.gov

1,500 copies each and GFM to:

U.S. District Court

Attn: Lynne Mueth, 618-482-9221

750 Missouri Avenue, Room 104 (inside room delivery)

East St. Louis, IL 62201

QUALITY ASSURANCE THROUGH ATTRIBUTES: The following levels and standards shall apply to these specifications:

Product Quality Levels:

(a) Printing (page related) Attributes - Level 4

(b) Finishing (item related) Attributes - Level 4

(c) Exceptions: None

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 Standard

P-7. Type Quality and Uniformity: Approved proof.

PAYMENT: Submit all vouchers to: Comptroller FMCE, Office of Financial Management Services, U.S. Government Printing Office, Washington, DC 20401. For instructions on preparing your voucher visit GPO's website at <http://www.gpo.gov/vendors/payment.htm>.

Attachment(s): NONE