

Quotation Request //

US Government Publishing Office

Government Publishing and Print Procurement
732 North Capitol Street, NW
Washington DC 20401-

JACKET:441-368

Quotations Due By:
(Eastern Time)1:00 PM on 10/05/2026

**Submit quotes online, unless otherwise instructed, via <https://publish.gpo.gov/smallPurchase>.
Contractor must provide mandatory W-9 form before GPO makes payment.**

TITLE: RTCA NATURAL DISASTER RECOVERY BROCHURE

QUANTITY: 1,002 Brochures.

SUBMISSION OF QUOTES: Vendor to submit quotes via GPO Publish (<https://publish.gpo.gov/home>). Late quotes will not be accepted. All problems submitting quotes must be reported prior to bid opening time to Scott Phillips, GPPP DC Team, at 202-512-0007 or sphillips@gpo.gov.

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TRIM SIZE: .

Flat: 16 x 9" Folded to: 4 x 9"

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PAGES: .

Face and Back

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SCHEDULE:

Furnished Material will be available for pickup by 10/06/2026

Deliver complete (to arrive at destination) by 10/27/2026

F.O.B. destination

QUALITY LEVEL: 3 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 9-19)) applies.

DESCRIPTION:

DIGITAL PRINTING IS ACCEPTABLE.

At contractor's option, the product may be produced via conventional offset or digital printing provided Quality Level III standards are maintained. Final output must be water-resistant ink or toner with a minimum of 175-line screen. Output must be at a minimum resolution of 2400 x 2400 dpi or 1200 x 1200 dpi x 8 bit plus a RIP that provides an option for high quality color matching such as Device Links Technology and/or ICC Profiles. Resolution that is enhanced or simulated by software will not be acceptable. NOTE: Contractor must produce the entire job either conventional offset or digital printing; split production methods are not acceptable without prior approval.

Prints face and back, head-to-head with type/rule matter, illustrations, images, agency logo, screens and solids in 4-color process with some type reversing out to appear white. Bleeds all sides. After printing, apply a matte aqueous, or matte varnish coating over the entire surface of face and back, to prevent scratching and smearing.

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MATERIAL FURNISHED: Contractor to receive. .

Via email after award;

One (1) Purchase Order

One (1) zip file containing IDML, INDD, and PDF file with fonts and link.

GPO Form 892c (R. 12/17) Proofs

GPO Form 2678 (departmental random copies-blue label).

GPO Form 917 (Certificate of Selection).

Contractor to download the "Labeling and Marking Specifications form (GPO Form 905, R. 7-15) from gpo.gov, fill in appropriate blanks, and attach to shipping containers.

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 contract administrator.

The contractor shall create or change 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.

PAPER: * Must be in accordance with JCP Paper Specification Standards in effect on date of this order
JCP Code* A181, No. 1 Gloss-Coated Text, White, Basis Size 25 X 38" Basis Weight 100 lbs

COLOR OF INK:

4-color process, matte varnish or matte aqueous coating.

PRINT PAGE: Head to Head

MARGINS:

Follow electronic files.

PROOFS:

E-MAIL PROOFS (indicate margins): CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT". One set of E-Mailed Electronic Page Proofs. 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.

E-Mailed proofs (marked with Jacket/Req. Number plus return name and E-Mail address) directly to the Agency at william_bell@nps.gov and cc: sphillips@gpo.gov. Contractor must call GPO Contract Compliance Section at (202) 512-0520 immediately upon E-Mailing proofs and immediately upon receiving the returned proofs (or OK E-Mail) back from the Department. Proofs will be withheld not more than (2) workdays from receipt at the Department to receipt in the contractor's plant.

And After PDF proofs are approved;

IF PRINTING OFFSET:

One (1) set of digital color content proofs for the book. 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.

IF PRINTING DIGITAL:

One (1) set of digital color one-off proofs created using the same output device/RIP that will be used to produce the final printed product on the actual production stock. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed, folded and bound to the finished size/format of the product, as applicable. Proof will be used for color match on the press during the production run.

Send proofs and proof sheets directly to: Department of Interior; 1849 C St NW, William Bell, Room 2745, Washington, DC 20240, Ph#. (215) 850-4283. Contractor must call GPO Contract Compliance Section at 202-512-0520, or e-mail information to compliance@gpo.gov immediately upon sending/delivering proofs and immediately upon notification that the proofs are available for pickup at the department. Proofs will be withheld not more than (2) workdays from receipt in the department to when they are made available for pickup at the department. **CONTRACTOR MUST NOT PRINT PRIOR TO RECEIVING AN "OK TO PRINT".**

Contractor to provide notification and tracking numbers to william_bell@nps.gov and sphillips@gpo.gov.

BINDING:

4-side trim. Accordion fold to 4 x 9" brochure. Face Out.

PACKING:

Shrink wrap in units of 25. Pack suitably per carton and shipping container. Pack in a manner to prevent shifting and to ensure brochures are not damaged during shipment.

NOTE: MARK ALL CARTONS WITH THE FOLLOWING INFORMATION:

TITLE:

REQUISITION NO.:

JACKET NO.:

QUANTITY: _____

NUMBER OF BOXES: EX. Box 1 of 4, Box 2 of 4..

DISTRIBUTION:

Contractor must notify the ordering agency on the same day that the product ships/delivers via e-mail sent to william_bell@nps.gov and cc: sphillips@gpo.gov, tmerrick@gpo.gov, and kmarshall@gpo.gov. The subject line of this message shall be Distribution Notice for Jackets 441-368, Requisitions 6-11120. 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.

Deliver 500 copies via traceable means (includes 50 Departmental Random "Blue Label" Copies) to: US Dept. of Interior, Room 2745, 1849 C St NW, Washington, DC 20240 Attn: William Bell, Ph# (215) 850-4283.

Note: For the "Blue Label" Copies -- A copy of the Government furnished certificate (GPO Form 917) must accompany the voucher sent to GPO, Financial Management Service, for payment. Failure to furnish the certificate may result in delay in processing the voucher. NOTE: Form is also available at <https://www.gpo.gov/docs/default-source/forms-and-standards-files-for-vendors/form917.pdf?sfvrsn=2>.

Deliver 500 copies via traceable means to: Atlanta Federal Center, 100 Alabama St. SW, 1924 Bldg, Atlanta, GA 30303, Attn: Deirdre Hewitt

Deliver 1 copy via traceable means 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. Item No. 0648.

Deliver 1 copy via traceable means 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

All expenses incidental to submitting proofs, furnishing samples and returning materials, must be borne by the contractor.

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

- 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 Proofs/Furnished Electronic Files
P-10. Process Color Match	Approved Proofs/Furnished Electronic Files

Prior to award, contractor may be required to provide information related to specific equipment that will be used for production.

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 low contractor 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 a timely manner may

result in the Contracting Officer not having adequate information to reach an affirmative determination of responsibility.

PAYMENT: 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>.

Attachments: NONE