

Quotation Request //

US Government Publishing Office

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

JACKET:535-450

Quotations are Due By:
(Eastern Time)11:00 AM on 04/25/2018

**Submit Quotes Online, unless otherwise instructed, via: <http://contractorconnection.gpo.gov/openjobs.aspx>
Contractor must provide mandatory W-9 form before GPO makes payment.**

TITLE: NWW048365 - DIGITIZING 16MM FILM REELS AND PLACING THE VIDEO ON DVDs
QUANTITY: 2 Total Film Conversions.

SUBMISSION OF QUOTES: Vendor to submit quotes via Quick Quote
<https://contractorconnection.gpo.gov>. 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 (312)-353-3916.

At pre-award stage contractor to furnish hourly rate for additional digital repairs if needed.

BIDDERS, PLEASE NOTE: GPO has issued a new GPO Publication 310.2, GPO Contract Terms - Solicitation Provisions, Supplemental Specifications, and Contract Clauses (Rev 1-18). Prospective bidders should carefully read this publication as the applicable terms within become an integral part of this contract. The document is posted at <https://www.gpo.gov/how-to-work-with-us/vendors/forms-and-standards> along with a list of major revisions.

TRIM SIZE: See Below.

PAGES: See Below.

SCHEDULE:

Furnished Material will be available for pickup by 04/27/2018

Deliver complete (to arrive at destination) by 05/15/2018

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

DESCRIPTION:

Contractor to furnish all materials and services as required to convert two (2) different original 16mm Films (Movies) on separate 7 inch reels (approximately 30 minutes each) to the proper digital format and burn to separate DVD disc suitable for playing on a computer DVD drive, and consumer DVD player. DVDs must be playable on both Mac and PC computers.

High quality required - 1080p. There is currently no damage to the film, aged only but the film is not damaged. Agency expects some issue and are not concerned with digitization from aging.

NOTE: Contractor to digitally remove any flicker, and ensure smooth and clear playback.

If the media needs to be on multiple DVDs that is approved by the agency, but if a standard DVD will not work then a HDDVD 8GB is approved.

MATERIAL FURNISHED: Contractor to pickup at GPO. Two (2) separate original 7 inch 16mm Movie Reels is provided for conversion.

PO will be emailed upon award.

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

N/A

COLOR OF INK:

N/A

PRINT PAGE: See Above

MARGINS:

PROOFS:

A TESTING SAMPLE IS REQUIRED TO APPROVE QUALITY PRIOR TO PRODUCTION.

Test clip needs to be only 1-2 minutes in length and can be emailed on or before 05-02-2018 to:

shane.a.wallenda@usace.army.mil and fmcgurren@gpo.gov

BINDING:

Insert each DVD into a paper sleeve (approximately 5" square) with a round, clear plastic window so label copy is in view. The sleeve is open end with ungummed flap.

PACKING:

Suitable

DISTRIBUTION:

CONTRACTOR NOTE SIGNATURE REQUIREMENT-

NOTIFICATION OF DELIVERY WITH SIGNATURE: Immediately after delivery, the contractor MUST furnish proof of delivery receipts with signature of receiver. Include the order title, GPO jacket number, requisition number, date of delivery, quantity (copies, # of cartons, etc.). Failure to furnish signed delivery receipts may result in delayed payment to contractor. Email to jean.mountz@dla.mil, fmcgurren@gpo.gov and shane.a.wallenda@usace.army.mil

Deliver All Discs and Returned Furnished Materials to:

U.S. Army Corps Of Engineers - Walla Walla

201 N. 3rd Ave.

Walla Walla, WA 99362

Attn: Shane Wallenda 509-527-7430

Inside Delivery Required

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>.

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

P-7. Type Quality and Uniformity

Attachment(s): NONE

SPECIFIED STANDARD

Government Furnished Original 16mm Films