

MEMO FOR RECORD

18 Jun 08

Subject: Inquiries from vendors for RFQ No. FA5209-08-T-0172 Horizon Magazine Printing Services for Yokota Air Base, Japan

Below (para 1 thru 5) are inquiries translated in English from Japanese vendor and an inquiry of para 6 is from American vendor. Please response to these inquiries.

1. The ration of Member s and Non-Members for Standard Printing Edition (6,500 copies) of 44-page with half page binding is specified and clear; 2,500 copies for Members and 4,000 copies for Non-Members. However, I want to know the rest of the standard editions. How many copies (What ratios) for Member and Non-Members printing editions are required for the rest of the standard editions (4,000 thru 8,500 copies) listed in Exhibits ?

Answer: We do not have an exact answer to this question. The ratio of member/nonmember version fluctuates based on club membership. For the next year, I don't anticipate the number of club member versions going above 3500, but Contractors should be able to accommodate any combination.

2. How do we put proposal prices into CLIN 0001 thru 4001 (page 3 and 4) in the subject solicitation ? What price is required to put in CLIN 0001 thru 4001 ?

Answer: Note 5 to support CLIN is now added by Amendment 0002 incorporating the information stated as below:

"Note 5: The prices for CLIN 0001/CLIN 1001/CLIN 2001/CLIN 3001 and CLIN 4001 will be determined by the Government upon award of the basic contract and/or exercise of option for option CLIN, subject to FAR 52.232-18, Availability of Funds (NAFI). Offerors, therefore, shall not enter a unit price for these CLINs nor will be evaluated for award."

3. When the Contractor issues an invoice, what kind of invoice is submitted ?

Answer: The Contractor shall issue a monthly invoice based on the amount of print order requested by 374 FSS, Marketing Department. The price for print order is listed in Exhibits, per each month per each contract period.

4. When the Contractor delivers the printed Horizons magazine to Marketing Department, does the Contractor have to use their own company's vehicle ? According to Para 1.3. "Printing Requirement" in the PWS , it states in the last sentence of this paragraph that the services of a middle -man or sub-contractor will not accept and that the Contractor shall be prime Contractor. The Contractor have to

deliver the printed Horizons magazines by the Contractor's own vehicle ? If the Contractor cannot use their own company's vehicle, is it possible to use vehicles of other Delivery Companies ?

Answer: No middleman or subcontractors are allowed. If a delivery company is used, the Contractor maintains possession until the items reach the Marketing office. No payments will be made to any company other than the Contractor and the delivery company may not act on behalf of the Contractor. Example: Contractor A cannot hire Subcontractor B to deliver and collect payment on the magazine. No payment on receipt / COD shipments are accepted. Company A may use their own shipping account to pay for shipments and then invoice us directly for the agreed upon amount stated within the PWS. Prices quoted in response to this solicitation should include shipping; additional shipping fees will not be paid after the fact.

5. Concerning Para 1.2. in the PWS, if some portions in Horizon Magazine are required to correct or change prior to final printing, the Government (Marketing Department) will change these corrections on their side ? How about software ? How does the Government (Marketing Department) inform the Contractor of corrections or changes in Horizon magazine ?

Answer: Where the changes are made depends on the complexity of the change. The printer is expected to accommodate minor changes at their facility. If a major change is needed, the Marketing Department will resubmit the data for the individual page. Change/corrections are coordinated with the printer after receipt of the initial set of color proofs. Vendor must have software compatible with Adobe Creative Suite 3 and other software already outlined within this proposal.

6. I wish to print flyers for an NGO. I will be printing the brochures with the following specs.

- *Measures 8.5' x 11'
- *80# Gloss Text or
- *4/0 Full Bleed

However I have my art-work to submit for this project. E-mail me your price-quote on printing 90,000 copies and 120,000 copies. Also let me know if you do accept credit card as a method of payment.

Answer: This person is looking for someone to print for him, he is not offering to print our magazine.