



NucoreVision, Inc

**4601 Forbes Blvd.
Suite 310
Lanham, Maryland 20706**

Phone: (301) 577-3999

Fax: (301) 577-5114

General Services Administration
Authorized Federal Supply Service
Information Technology Schedule Price List

Contract Number: GS-35F-0679K

Contract Period: September 27, 2005 - September 27, 2010

INFORMATION FOR ORDERING OFFICES

SPECIAL NOTICE TO AGENCIES

Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!TM on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!TM and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. **Geographic Scope of Contract**

The geographic scope of this contract encompasses the 48 contiguous states, the District of Columbia, Alaska, Hawaii, and the Commonwealth of Puerto Rico.

2. **Contractor's Ordering Address and Payment Information**

NucoreVision, Inc.
4601 Forbes Blvd.
Suite 310
Lanham, Maryland 20706

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance:

(301) 577-3999

3. **Liability for Injury or Damage**

The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. **Statistical Data for Government Ordering Office Completion of Standard Form 279**

Block #9: G. Order/Modification Under Federal Schedule
Block #16: Data Universal Numbering System (DUNS) Number: **09-074-2586**
Block #30: Type of Contractor – **A. *Small Disadvantaged Business***
Block #31: Woman-Owned Small Business – **No**
Block #36: Contractor's Taxpayer Identification Number (TIN) **54-1748419**

CAGE Code: **1S6HL**

5. **FOB: Destination**

6. **Delivery Schedule**

a. Time of Delivery - The Contractor shall deliver to destination within the number of calendar days after receipt or order (ARO), as set forth below:

Special Item Number *132-51*

Delivery Time (DAYS ARO)

to be negotiated as agreed to by Ordering Agency

3

www.nucorevision.com

301-577-3999

GS-35F-0679K

Focused on Results.....Getting IT Done

b. Urgent Requirements - When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall replay to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. Discounts

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: 1% - 15 days from receipt of invoice or date of acceptance, whichever is later
- b. Quantity: None
- c. Dollar Volume: None
- d. Governmental Educational Institutions *are offered the same discounts as all other Government.*
- e. Other: None

8. Trade Agreements Act of 1979, as amended

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. Statement Concerning Availability of Export Packing

Export packing is outside the scope of this contract.

10. Small Requirements

The minimum dollar value of orders to be issued is \$100.00

11. Maximum Order

(All dollar amounts are exclusive of any discount for prompt payment.)

Special Item Number 132-51 – Information Technology (IT) Professional Services

The maximum dollar value per order for all IT professional services will be \$500,000.00.

12. Use of Federal Supply Service Information Technology Schedule Contracts

In accordance with FAR 8.4.04:

[NOTE: Special ordering procedures have been established for Special Item Numbers (SINs) 132-51 IT Professional Services and 132-52 EC Services; refer to the terms and conditions for those SINs.]

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

- a. **Orders placed at or below the micro-purchase threshold.** Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.
- b. **Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold.** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing best value, the ordering office may consider –
 - (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
 - (2) Trade-in considerations;
 - (3) Probable life of the item selected as compared with that of a comparable item;
 - (4) Warranty considerations;
 - (5) Maintenance availability;
 - (6) Past performance, and
 - (7) Environmental and energy efficiency considerations.
- c. **Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold.** This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to placing an order that exceeds the maximum cost threshold, ordering offices shall –
 - (1) Review additional Schedule Contractors' catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
 - (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and,
 - (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further

price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
- (2) Offer the lowest price available under the contract; or
- (3) Decline the order (orders must be returned in accordance with FAR 52.216-19).

d. Blanket Purchase Agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. Price Reductions. In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.

f. Small Business. For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. Documentation. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

13. Federal Information Technology/Telecommunication Standards Requirements

Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, shall be responded to promptly by the Contractor.

13.1 Federal Information Processing Standards Publications (FIPS PUBS)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable “FIPS Publication.” Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 Federal Telecommunication Standards (FED-STDS)

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable “FED-STD.” Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L’Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202) 619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, Maryland 20899, telephone number (301) 975-2833.

14. Security Requirements

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is lessor.

15. Contract Administration for Ordering Offices

Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (1) Termination for the Government’s convenience, and (m) Termination for Cause (See C.1.)

16. GSA Advantage!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and,
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. Purchase of Incidental, Non-Schedule Items

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule Blanket Purchase Agreement (BPA) or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

18. Contractor Commitments, Warranties and Representations

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. Overseas Activities

The terms and conditions of this contract shall apply to all orders for installation, maintenance, and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and t4he District of Columbia, except as indicated below:

NONE _____

Upon request of the Contractor, the Government may provide the Contractor with logistics support, as available, in accordance with all applicable Government regulations. Such Government support will be

provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. Year 2000 Warranty - - Commercial Supply Items

- a. As used in this clause, "Year 2000 compliant" means, with respect to information technology, that the information technology accurately processes date/time data (including, but not limited to, calculating, comparing, and sequencing) from, into, and between the twentieth and twenty-first centuries, and the years 1999 and 2000 and leap year calculations, to the extent that other information technology used in combination with the information technology being acquired, properly exchanges date/time data with it.
- b. The Contractor shall warrant that each hardware, software, and firmware product delivered under this contract shall be able to accurately process date time data (including, but not limited to, calculating, comparing, and sequencing) from, into, and between the twentieth and twenty-first centuries, including leap year calculations, when used in accordance with the product documentation provided by the Contractor, provided that all products (e.g., hardware, software, firmware) used in combination with such listed product properly exchange date time data with it. If the contract requires that specific listed products must perform as a system in accordance with the foregoing warranty, then that warranty shall apply to those listed products as a system. The duration of this warranty and the remedies available under this warranty shall include repair or replacement of any product whose noncompliance is discovered and made known to the Contractor in writing within ninety (90) days after acceptance (installation is considered acceptance). The Contractor may offer an extended warranty to the Government to include repair or replacement of any product whose non-compliance is discovered and made known to the Contractor in writing at any time prior to June 1, 2000, or for a period of 6 months following acceptance (installation is considered acceptance) whichever is later. Nothing in this warranty shall be construed to limit any rights or remedies the Government may otherwise have under this contract with respect to defects other than Year 2000 performance.

21. Blanket Purchase Agreements (BPAs)

Federal Acquisition Regulation (FAR) 13.201(a) defines Blanket Purchase Agreements (BPAs) as ". . . a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.202(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount

would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

22. Contractor Team Arrangements

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirement. The policy and procedures outlined in this part will provide more flexibility and allow innovative acquisition methods when using the Federal Supply Schedules. See the additional information regarding Contractor Team Arrangements in this Schedule Pricelist.

**TERMS AND CONDITIONS APPLICABLE TO
INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES
(SPECIAL ITEM NUMBER 132-51)**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

2. PERFORMANCE INCENTIVES

- a. When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering office on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.
- b. The ordering office must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. To the maximum extent practicable, ordering offices shall consider establishing incentives where performance is critical to the agency's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.
- d. The above procedures do not apply to Time and Material or labor hour orders.

3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

- a. When ordering services, ordering offices shall—
 - (1) Prepare a Request (Request for Quote or other communication tool):
 - (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
 - (ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate

accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2)(i) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

(i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132—51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINS as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

- b. The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs,

regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs, ordering offices shall—

(1) Inform contractors in the request (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

(ii) **MULTIPLE BPAs:** When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in (a)(2)(ii) above and then place the order with the Schedule contractor that represents the best value.

(2) **Review BPAs Periodically:** Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

c. The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

d. When the ordering office's requirement involves both products as well as executive, administrative and/or professional, services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

The ordering office, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

Ordering procedures for other services available on schedule at fixed prices for specifically defined services or tasks should use the procedures in FAR 8.404. These procedures are listed in the pricelist, under "Information for Ordering Offices," paragraph #12.

4. ORDER

a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

-
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

5. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.
- c. The Agency should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT professional services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character.

8. RESPONSIBILITIES OF THE GOVERNMENT

Subject to security regulations, the ordering office shall permit Contractor access to all facilities necessary to perform the requisite IT professional services.

9. INDEPENDENT CONTRACTOR

All IT PROFESSIONAL Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the Government.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed Government contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

- ### b.
- To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the Government, ordering offices may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11 INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT PROFESSIONAL Services. Progress payments may be authorized by the ordering office on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the Government shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user agency upon request.

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering agency in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. Description of IT Services and Pricing

16.1 Information Technology Professional Services

NuCoreVision Incorporated (NVI) provides the following services as specified in individual Information and Technology Professional Services support service tasks issued under Special Item Number (SIN) 132-51 of this contract. Areas in which services can be supported by NVI include, but are not limited to:

- IT Systems Development Services (FPDS Code D302)
- IT Systems Analysis Services (FPDS Code D306)
- Automated Information Systems Design and Integration Services (FPDS Code D307)
- Millennium Conversion Services (Y2K) (FPDS Code D302)
- IT Backup and Security Services (FPDS Code D306)
- IT Data Conversion Services (FPDS Code D311)
- IT Network Management Services (FPDS Code D316)
- Other IT Services, Not Elsewhere Classified (FPDS Code D399)

16.2 Corporate Background

NVI was founded and incorporated in the state of Virginia, and is currently headquartered in Washington, DC. Our seasoned employees from federal and commercial sectors with over 20 years of combined experience utilize our business philosophy and methodology to provide the leading edge information technology professional services. We are a small, minority-owned firm with a proven record of providing complete information technology services. As well, our accomplishments have given us the capabilities to support a broad spectrum of new and ongoing IT programs and IT projects in the public and private arena.

Our alliances have afforded us with the expertise to provide state-of-the-art internet/intranet solutions. We are staffed with certified engineers and consultants proficient in Novell, IBM, and Microsoft products. Additionally, we have partnerships with local and national businesses in order to further our competitive edge as an overall IT solutions provider.

NVI will continue to solidify its reputation as one of the premiere IT, network, and internet/intranet solution providers in our marketplace. In recognition of the Government's directive to streamline, NVI strives to be customer-sensitive, knowledge creating, cost effective, and efficient so that we can better support our customers/clients efforts. Our principles and skills fulfill our commitment to give you the competitive advantage for success.

16.3 Information Technology Professional Services

NVI offers a myriad of information technology services necessary to assist the government deliver quality products and services within respective timeframes at reasonable costs. As an integrator, NVI will synthesize, or merge the disparate IT functions of your environment into a complete information system. We will supervise, or coordinate the delivery of IT functions in your environment to maintain a cohesive information system. Integration is our core concept. Our services are grouped into core categories, which are further broken down into core elements.

16.3.1 IT Integration Services

Our integration services provide a full scope of network management services and system management services that can be packaged as a standard option or a customized option that will best suit your needs. The benefits include an improved ability to service and support customers by modifying internal and external information exchange. We offer full life cycle support for our options.

We support our integration services by ensuring efficient management of the existing and/or newly implemented network and operating systems. These services provide benefits in communication, distribution of knowledge, and improved customer service and satisfaction.

16.3.1.1 Information Risk Management

- Backup Solutions
- Data Restoration
- Disaster Recovery
- Security and Logistical Analyses
- System Security

16.3.1.2 Internet and Intranet Solutions

- Cabling and Routing
- Domain Name Registration
- Internet Connectivity
- ISP Consulting
- Training
- Website Design
- Website Development
- Website Hosting
- Website Management and Administration

16.3.1.3 Network Administration and Maintenance

- Cabling
- COTS Software Configuration and Installation
- LAN Administration
- LAN Auditing
- LAN Performance Monitoring
- LAN Performance Tuning
- Preventative Maintenance
- Server Maintenance Support and Upgrade
- Troubleshooting

16.3.1.4 Network Consulting and Engineering

- Cabling

Capacity Planning
Configuration Control
Internetwork Design and Implementation
LAN/WAN Network Development
Network Documentation
Network Management
Network Migration
Network Security Planning and Accreditation
Network Simulation and Modeling
Remote Network Management
Site Preparation
Site Survey
Software Configuration and Installation
Training

16.3.1.5 Information Technology Consulting

Application Development
Acquisition, Procurement, and Contract Administration
COTS Product Evaluation and Selection
Database Design and Development
Feasibility Analyses
Follow-up Reviews
Program Administration and Development
Quality Assurance Reviews
Requirements Analyses
Technology Evaluations

16.4 IT Integration Service Labor Categories Descriptions and Rates

Item Number	Title	Hourly Wage	Description	Professional / Educational Requirements
NVI14000-001	Computer Security Specialist	\$64.96	Responsible for defining computer security requirements, evaluating approved security product capabilities, developing technical solutions for security problems, performing security audits and overviews for users, monitoring security for network security assessments, firewall design and router technology.	Must have four years of experience in computer security requirements for high-level applications and multi-level security problems. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline); Master's Degree – substitutes for two years of experience; Ph.D. – substitutes for three years of experience
NVI4000-002	Network Administrator I	\$47.64	Responsible for monitoring and controlling performing server and workstation preparation, installation, configuration, connectivity, and integration activities for the system and user. Responsible for multi-protocol systems and utilizes network and cable plant management tools to monitor and maintain the reliability of the network.	Must have three to four years of experience installing and troubleshooting and maintaining reliability for local area networks. Associate's Degree and/or Training Certificate in Area of Expertise (in Computer Science, Engineering, Mathematics, Physical Sciences Curriculum or, equivalent discipline); Bachelor's Degree -- substitute for two years experience; or six years of experience in networking and project management – no degree required.
NVI4000-003	Network Administrator II	\$43.31	Responsible for performing server and workstation preparation, installation, configuration, connectivity, and integration activities for the system and user. Responsible for multi-protocol systems and utilizes network and cable plant management tools to monitor the network.	Must have two to three years of experience installing and troubleshooting local area networks. High School Graduate/High School Equivalency Certificate; Associate's Degree and/or Training Certificate in Area of Expertise -- substitute for two years experience.
NVI4000-004	Network Technician	\$38.99	Responsible for performing server and workstation preparation, installation, configuration, connectivity, and integration activities for the system and user. Responsible for multi-protocol systems and utilizes network and cable plant management tools to monitor the network.	Must have two to three years of experience installing and troubleshooting local area networks. High School Graduate/High School Equivalency Certificate; Associate's Degree and/or Training Certificate in Area of Expertise -- substitute for two years experience.
NVI4000-005	Systems Analyst	\$66.40	Responsible for conducting investigation, examination, evaluation, review and analysis related to the development or enhancement of operational environments. Will review and prepare program requirements, project proposals in order to ensure conformance to standards and/or	Must have at least five years of experience in systems analysis and programming experience with DBMS, RDBMS, and or SQL generation languages. Must have a working knowledge of object-oriented languages and tools. Bachelor's Degree (in Computer Science,

<i>Item Number</i>	<i>Title</i>	<i>Hourly Wage</i>	<i>Description</i>	<i>Professional / Educational Requirements</i>
			provide recommendations.	Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline); Master's Degree – substitutes for two years of experience; Ph.D. – substitutes for three years of experience.
NVI4000-006	Technical Instructor	\$53.41	Supervise the collection and organization of subject matter in order to develop the instructional curriculum and materials for training technical and non-technical staff on automated systems.	Must have two three years of experience in the development and delivery of handouts, workbooks, for technical presentation. Associate's Degree and/or other Training Certification in Area of Expertise; Bachelor's Degree (in appropriate discipline) – substitute for two years of experience; or seven years of experience in curriculum material development and seminar/workshop technical presentation – no degree required.
NVI4000-007	Technology Consultant	\$70.75	Supervise research, collect, analyze, examine, review, evaluate and compose studies, proposals, and other documentation related to structured analysis and design methodologies. Works with user to define the requirements analysis and goals.	Must have seven or more years of experience in functional analysis and information systems design or development. Two – four of management or supervision is preferred. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) preferred or equivalent experience.
NVI4000-008	Technical Specialist	\$79.62	Supervise research, collect, analyze, examine, review, evaluate and compose studies, proposals, or other documentation related to structured analysis and design methodologies. Ability to demonstrate enterprise architecture skills and experience and have a working knowledge of client/server environment.	Must have more than six years of experience in functional analysis and information systems design and development. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) or equivalent experience.
NVI4000-009	Technology Consultant II	\$100.27	Supervise research, collect, analyze, examine, review, evaluate and compose studies, proposals, and other documentation related to structured analysis and design methodologies. Ability to demonstrate enterprise architecture skills and experience and have a working knowledge of client/server environment.	Must have seven or more years of experience in functional analysis and information systems design or development. Two – four of management or supervision is preferred. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) preferred or equivalent experience.

<i>Item Number</i>	<i>Title</i>	<i>Hourly Wage</i>	<i>Description</i>	<i>Professional / Educational Requirements</i>
NVI4000-010	Task Leader	\$102.36	Develops, plans, and implements the overall strategic goals of an organization's network system. Evaluates, supervise, organize, monitor, and control the daily operations and activities of the task. Review performance and work products for compliance and adherence to requirements, concepts, standards and schedule progress.	Must have at least two years of experience in task management of technical arena of automated systems design and implementation. Must demonstrate a working knowledge of project management and business management skills. Must demonstrate effective written and oral communication skills. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) preferred, but not required, or ten years of experience in business, contract, and project management to include two years management or supervisory experience.
NVI14000-011	Senior Telecommunications Expert	\$149.65	Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future technical requirements and interfaces. Evaluates analytical and systematic problems of workflows, organization, and planning and develops appropriate corrective action which best utilizes deployed technical infrastructure. Provides daily supervision and direction to staff and interfaces with client management as necessary.	This position requires a minimum of eight years experience, of which at least four years must be specialized. Specialized experience includes: supervision of system engineers, familiar with a network topologies and configurations, X.25, TCP/IP, IPX, Frame Relay, ATM, bridges, routers, hubs and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. The Senior Telecommunications Expert possesses a thorough understanding of systems engineering methodology. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline preferred.
NVI4000-012	Technical Writer	\$54.87	Responsible for content of technical documentation. Checks documents for spelling, grammar, and content problems. Ensures that documents follow the appropriate style guide.	Two years of experience in writing and editing technical documentation. Experience with and thorough knowledge of either Government Printing Office (GPO) or commercial documentation standards, as appropriate to the assignment. High school diploma, plus course work in technical writing or editing required.

<i>Item Number</i>	<i>Title</i>	<i>Hourly Wage</i>	<i>Description</i>	<i>Professional / Educational Requirements</i>
NVI4000-013	Senior Network Engineer	\$119.72	Establishes system information requirements using the analysis of the clients current business processes while designing and developing enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Evaluates analytical and systematic problems of work corrective action.	This position requires a minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: supervision of system engineers, familiar with a network topologies and configurations, X.25, TCP/IP, IPX, Frame Relay, ATM, bridges, routers, hubs and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. At least one certification in network operating systems is required. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) preferred.
NVI4000-014	Data Security Administration Manager	\$79.82	Researches, designs and implements secure information technology solutions within LAN/WAN environments. Performs vulnerability assessments, penetration testing, risk analysis and other analysis within enterprise infrastructures. Must have experience in either secure remote access, network auditing, security engineering, security awareness training or intrusion detection strategies.	Must have four – seven years of experience in functional analysis and information systems design with an emphasis on computer and network security. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) preferred or equivalent experience.
NVI4000-015	Technical Expert	\$129.70	Provides expert consultative support to a functional technical area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues.	Must have ten or more years of experience in technical area of expertise. Master's degree preferred in a relevant functional area. Bachelor's degree required.
NVI4000-016	Program Manager	\$134.69	Develops, plans, and implements the overall strategic goals of an organization's network system. Evaluates, supervise, organize, monitor, and control the daily operations and activities of the task. Review performance and work products for compliance and adherence to requirements, concepts, standards and schedule progress. Recommends changes to current and future network requirements to meet the organization's needs. Coordinated with Project Management and customer representative to ensure problem resolution and customer satisfaction on	Must have at least four years of experience in program management of technical arena of automated systems design and implementation. Must demonstrate a working knowledge of project management and business management skills. Must demonstrate effective written and oral communication skills. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) preferred, but not required, or ten years of experience in business, contract, and project management to include two

<i>Item Number</i>	<i>Title</i>	<i>Hourly Wage</i>	<i>Description</i>	<i>Professional / Educational Requirements</i>
			technical subject matter.	years management or supervisory experience.
NVI4000-017	Network Analyst	\$91.79	Formulates/defines specifications for complex telecommunications/networking systems and applications. Interfaces with users to define requirements. Designs, develops, and tests communications/networking applications and systems. Conducts technical feasibility studies.	Must have at least three years of experience information technology and familiar with standard concepts, practices, and procedures within a particular field of networking/telecommunications. Must effective written and oral communication skills. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) preferred, but not required, or ten years of experience in related field.
NVI4000-018	Administrative Lead	\$44.89	Communicates and/or coordinates instructions with various individuals and/or departments. Organizes and maintains files of letters, and/or visitors, answers routine questions and furnishes information. Schedules appointments and coordinates arrangements for meetings and conferences, and transcribe dictation Produce and distribute reports.	Minimum of two years of office and/or clerical work experience. Experience includes performing diversified clerical, administrative, and general office duties of a highly responsible and confidential nature to support manager(s) and staff. This position requires organization, and ability to use automation tools, including word processing and graphics. High School Diploma
NVI4000-019	Network Planning Analyst I	\$79.15	Responsible for analysis and documentation of network infrastructures. Fully capable of performing server and workstation preparation, installation, configuration, connectivity, and integration activities for the system and user. Responsible for multi-protocol systems and utilizes network and cable plant management tools to monitor and maintain the reliability of the network.	This position requires a minimum of 3-5 years experience. Reviews, plans, and evaluates network systems. May troubleshoot network systems and recommend improvements to network. Provides documentation/project tracking and management reporting. Provides tactical and strategic input on overall network planning and related projects. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Typically reports to a project leader or manager. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) preferred or equivalent experience.

<i>Item Number</i>	<i>Title</i>	<i>Hourly Wage</i>	<i>Description</i>	<i>Professional / Educational Requirements</i>
NVI4000-020	Network Architect	\$96.78	Responsible for high-level analysis and documentation of network infrastructures. Performs server and workstation preparation, installation, configuration, connectivity, and integration activities for the system and user. Responsible for design and implementation multi-protocol systems and utilizes network and cable plant management tools to monitor and maintain the reliability of the network.	This position requires a minimum of 5-7 years experience. Reviews, plans, and evaluates network systems. May troubleshoot network systems and recommend improvements to network. Provides documentation/project tracking and management reporting. Provides tactical and strategic input on overall network planning and related projects. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Typically reports to a project leader or manager. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) preferred or equivalent experience.
NVI4000-021	Network Planning Analyst II	\$89.30	Responsible for high-level analysis and documentation of network infrastructures in which may include network routers, switches and components. Performs network design utilizing multi-vendor solutions. Responsible for ensuring optimized network performance. Responsible for design and implementation multi-protocol systems and utilizes network and cable plant management tools to monitor and maintain the reliability of the network.	This position requires a minimum of 6-8 years experience. Reviews, plans, and evaluates network systems. May troubleshoot network systems and recommend improvements to network. Provides documentation/project tracking and management reporting. Provides tactical and strategic input on overall network planning and related projects. May require a bachelor's degree in a related area and at least 5 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a project leader or manager. A wide degree of creativity and latitude is expected. Bachelor's Degree (in Computer Science, Engineering, Mathematics, or Physical Sciences Curriculum, or Business or equivalent discipline) or equivalent experience.
NVI4000-022	Administrative Specialist	\$33.98	Communicates and/or coordinates instructions with various individuals and/or departments. Organizes and maintains files of letters, and/or visitors, answers routine questions and furnishes information. Schedules appointments and coordinates	Minimum of two years of office and/or clerical work experience. Experience includes performing diversified clerical, administrative, and general office duties of a highly responsible and confidential nature to support manager(s) and staff. This position

<i>Item Number</i>	<i>Title</i>	<i>Hourly Wage</i>	<i>Description</i>	<i>Professional / Educational Requirements</i>
			arrangements for meetings and conferences, and transcribe dictation Produce and distribute reports.	requires organization, and ability to use automation tools, including word processing and graphics. High School Diploma or 4 years administrative training/experience

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

PREAMBLE

NucoreVision, Inc. provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact:

NucoreVision
4601 Forbes Blvd., Suite 310
Lanham, Maryland 20706
Phone: (301) 577-3999
Fax: (301) 577-5114
sales@nucorevision.com

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE
(Insert Customer Name)**

In the spirit of the Federal Acquisition Streamlining Act (Agency) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the **Government that works better and costs less.**

Signatures

AGENCY

DATE

CONTRACTOR

DATE

BPA NUMBER _____

**(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____

- (2) Delivery:

DESTINATION	DELIVERY SCHEDULE/DATES
_____	_____
_____	_____

- (3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.
- (4) This BPA does not obligate any funds.
- (5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE

POINT OF CONTACT

_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.