Professional Services Schedule
Contract Number: 47QRAA19D00BZ
FSC Group: 00CORP

Federal Supply Service
Authorized Federal Supply Schedule Price List
On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address GSA Advantage! is: GSA Advantage.gov

Company Information:
Neo-Tech Solutions, Inc. (NTS)
9841 Washingtonian Blvd, Suite 380
Gaithersburg, MD 20878

Point of Contact: Mr. Mohit Sehgal
Phone: 202-487-8353
Fax: 301-610-9571
Website: www.neo-techs.com

Neo-Tech Solutions (NTS) is a woman owned small business
NTS is an Economically Disadvantaged Woman Owned Small business 8(m) - EDWOSB

Contract Period:
August 28, 2019 through August 27, 2024

For more information on ordering from Federal Supply Schedule click on the FSS Schedules button at fss.gsa.gov.
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1. Customer Information

1 a) SINs Awarded

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>874 1 / 874-1RC</td>
<td>Integrated Consulting Services</td>
</tr>
<tr>
<td>874 6 / 874-6RC</td>
<td>Acquisition Management Support</td>
</tr>
<tr>
<td>00CORP-500</td>
<td></td>
</tr>
<tr>
<td>00CORP-500 RC</td>
<td></td>
</tr>
</tbody>
</table>

1 b) Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

See Pricing Table on Page 5

1 c) It the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item.

See Labor Category Table on Page 6

2. Maximum Order.
$1,000,000

3. Minimum Order.
$100

4. Geographic Coverage

<table>
<thead>
<tr>
<th>SIN</th>
<th>Scope</th>
</tr>
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<tbody>
<tr>
<td>874 1</td>
<td>V - 48 States, DC</td>
</tr>
<tr>
<td>874 6</td>
<td>V - 48 States, DC</td>
</tr>
</tbody>
</table>
5. Points of Production
N/A

6. Discount from list prices or statement of net price.
Government Net Prices (discounts already deducted.)

7. Quantity Discounts
None

8. Prompt Payment Terms
Net 30. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9. Government Purchase Cards
9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Will Not Accept

10. Foreign Items
None

11. Delivery
11a. Time of delivery: As agreed to in the SOW or contract
11b. Expedited Delivery: Items available for expedited delivery are noted in this price list
11c. Overnight and 2-day delivery: N/A
11d. Urgent Requirements: Contact the Contractor's representative to effect a faster delivery.

12. FOB
N/A

13. Ordering
a) Ordering Address
b) Ordering Procedures
For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3

14. Payment Address
Neo-Tech Solutions, Inc. (NTS)
9841 Washingtonian Blvd, Suite 380
Gaithersburg, MD 20878
Phone: 202-487-8353
Fax: 301-610-9571

15. Warranty Provisions
N/A

16. Export packing charges, if applicable
N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).
N/A

18. Terms and conditions of rental, maintenance, and repair (if applicable)
N/A

19. Terms and Conditions of Installation, if applicable
N/A

20. Terms and conditions of repair parts, if applicable
N/A

21. List of Service and Distribution Points
N/A
22. List of Participating Dealers
N/A

23. Preventative Maintenance
N/A

24.

24a. Special Attributes: None
24b. N/A

25. Data Universal Number System (DUNS) number
078723712

26. Notification regarding registration in System for Award Management (SAM) database.
Neo-Tech Solutions, Inc is registered in SAM

27. Price List

Below is the NTS price list, which includes the Industrial Funding Fee (IFF). Years below represents the period August 28, 2019 through August 27, 2024
### 28. Labor Category Descriptions

**Business Process Consultant I**

Responsibilities and Skills include:

- Analyzes process and re-engineering, with an understanding of technical problems and solutions as they relate to the current and future business environment.
- Creates process change by integrating new processes with existing ones and communicating these changes to impacted Business Systems teams.
- Recommends and facilitates quality improvement efforts.

Minimum Education:

Bachelor’s Degree

Experience:

Minimum 2 years

### Labor Category SIN Location Year 1 Year 2 Year 3 Year 4 Year 5

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>SIN</th>
<th>Location</th>
<th>Year 1</th>
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<th>Year 3</th>
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<tr>
<td>Business Process Consultant I</td>
<td>874-1</td>
<td>Customer</td>
<td>$85.64</td>
<td>$87.36</td>
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<td>$98.23</td>
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<tr>
<td>Configuration management Consultant I</td>
<td>874-1</td>
<td>Customer</td>
<td>$85.64</td>
<td>$87.36</td>
<td>$89.10</td>
<td>$90.88</td>
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<td>$160.38</td>
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<td>$299.38</td>
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</table>
Facilitates process overview and development sessions with customers

Brings best in class processes to new environments

Analyzes process and re-engineering, with an understanding of technical problems and solutions as they relate to the current and future business environment.

Creates process change by integrating new processes with existing ones and communicating these changes to impacted Business Systems teams.

Recommends and facilitates quality improvement efforts.

**Minimum Education:**
Bachelor’s Degree

**Experience:**
Minimum 6 years

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**Business Process Consultant III**

**Responsibilities and Skills include:**

- Understands high-level business drivers that require process flows and can architect the various swim lanes for optimization of processes
- Can work with customers to transform business process vision into actionable processes
- Analyzes process and re-engineering, with an understanding of technical problems and solutions as they relate to the current and future business environment.
- Creates process change by integrating new processes with existing ones and communicating these changes to impacted Business Systems teams.
- Recommends and facilitates quality improvement efforts.

**Minimum Education:**
Bachelor’s Degree

**Experience:**
Minimum 10 years

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**Configuration Management Consultant I**

**Responsibilities and Skills include:**

- Understands configuration management approach and provides configuration management planning support
• Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits.

• Regulates the change process so that only approved and validated changes are incorporated into product documents and related software.

**Minimum Education:**

Bachelor’s Degree

**Experience:**

Minimum 6 years

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**Configuration Management Consultant II**

**Responsibilities and Skills include:**

• Provides configuration management planning and structuring support, and can work with client stakeholders to collect and synthesize data.

• Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits.

• Regulates the change process so that only approved and validated changes are incorporated into product documents and related software.

**Minimum Education:**

Bachelor’s Degree

**Experience:**

Minimum 8 years

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**Configuration Management Consultant III**

**Responsibilities and Skills include:**

• Provides configuration management planning oversight and can oversee configuration management planning and execution teams

• Works with key stakeholders to identify gaps in current processes and develops overall strategy and approach with input from key stakeholders

• Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits.

• Regulates the change process so that only approved and validated changes are incorporated into product documents and related software.

**Minimum Education:**

Bachelor’s Degree
Experience:
Minimum 10 years

Consultant I
Responsibilities and Skills include:

- Participating in setting engagement objectives and scope, develop work plans for components of engagements (work streams / projects), and deliverable development
- Assisting in developing and synthesizing overall strategy by analyzing a wide variety of solutions and options, selecting the most relevant tools and techniques to meet specific client requirements such as business case, pricing, or complex financial analysis, and interpreting and reporting on outputs
- Leveraging past experience to provide best practices and lessons learned for future engagements. Providing support in the areas of Strategy and Effectiveness to include:
  - Business Alignment
  - Transformation
  - Operating Models
  - Assessment and Due Diligence
  - Improving Business Performance
  - Developing Functional Strategies IT Performance Management
  - Portfolio Management
  - Sourcing and Acquisition support
- Managing the RFP process along with engagement team client staff
- Consultants will also design deliverable content to precisely reflect the engagement objectives and client needs and strive to maintain version control
- Assist in the development of acquisition documentation as required: acquisition strategy, program structure, and requirements documents
- Track issues / actions to support program requirements

Minimum Education:
Bachelor’s Degree

Minimum Experience:
8 Years

Consultant II
Responsibilities and Skills include:

- Participating in setting engagement objectives and scope, develop work plans for components of engagements (work streams/projects), and deliverable development

- Assisting in developing and synthesizing overall strategy by analyzing a wide variety of solutions and options, selecting the most relevant tools and techniques to meet specific client requirements such as business case, pricing, or complex financial analysis, and interpreting and reporting on outputs

- Leveraging past experience to provide best practices and lessons learned for future engagements. Providing support in the areas of IT Strategy and Effectiveness to include:
  - Business Alignment
  - Transformation
  - Operating Models
  - Assessment and Due Diligence
  - Improving Business Performance
  - Developing Functional Strategies IT Performance Management
  - Portfolio Management
  - Sourcing and Acquisition support

- Managing the RFP process along with engagement team client staff

- Consultants will also design deliverable content to precisely reflect the engagement objectives and client needs and strive to maintain version control

- Assist in the development of acquisition documentation as required: acquisition strategy, program structure, and requirements documents

- Track issues / actions to support program requirements

Minimum Education:
Bachelor’s Degree

Minimum Experience:
10 years

Consultant III

Responsibilities and Skills include:

- Participating in setting engagement objectives and scope, develop work plans for entire engagements, and managing deliverable QA and ensuring development

- Managing overall project or multiple work streams
• Assisting in developing and synthesizing overall strategy by analyzing a wide variety of solutions and options, selecting the most relevant tools and techniques to meet specific client requirements such as business case, pricing, or complex financial analysis, and interpreting and reporting on outputs

• Leveraging past experience to provide best practices and lessons learned for future engagements. Providing support in the areas of IT Strategy and Effectiveness to include:
  o Business Alignment
  o Transformation
  o Operating Models
  o Assessment and Due Diligence
  o Improving Business Performance
  o Developing Functional Strategies IT Performance Management
  o Portfolio Management
  o Sourcing and Acquisition support

• Managing the RFP process along with engagement team client staff

• Consultants will also design deliverable content to precisely reflect the engagement objectives and client needs and strive to maintain version control

• Assist in the development of acquisition documentation as required: acquisition strategy, program structure, and requirements documents

• Manage, Track, and Report issues, risks, and actions to support program requirements

**Minimum Education:**

Bachelor’s Degree

**Minimum Experience:**

12 years

**Principal Consultant II**

Responsibilities and Skills include:

• Setting engagement objectives, scope, expectations, and reporting with key stakeholders

• Establishing Steering Committee and Status reporting forums with key stakeholders and decision makers

• Developing and synthesizing overall strategy by analyzing a wide variety of solutions and options, selecting and recommending the most relevant strategy and options to meet specific client requirements

• Identifying and escalating key program/project risks to executive stakeholders
● Leveraging past IT sourcing experience to structure client engagements, and bring best practices and lessons learned for client engagements. Leverage experience and provide overall support in the areas of Strategy and Effectiveness:
  ○ Business Alignment
  ○ Transformation
  ○ Operating Models
  ○ Assessment and Due Diligence
  ○ Improving Business Performance
  ○ Developing Functional Strategies IT Performance Management
  ○ Portfolio Management
  ○ Sourcing and Acquisition Support

Minimum Education:
Master’s Degree

Minimum Experience:
12 years

IT Subject Matter Expert I

Responsibilities and Skills include:

● Responsible to supporting the development of high-level strategy and architecture for IT systems

● Working with technical project teams involved in developing major applications and systems through all phases of the development of life cycle activities designing, testing, implementing and maintaining applications.

● Extraction and Analysis of data from various systems to meet operational requirements and data request.

● Development and maintenance of reports

● Troubleshooting and performing technical analysis to resolve issues and streamlining operations.

● Supporting development of requirements for applications and hardware.

● Supporting the development of the Cloud Computing strategy and migration plan

● Responsible for identifying current service levels, gap analysis and future state service levels recommendations
Minimum Education:
Bachelor’s Degree

Minimum Experience:
4 Years

**IT Subject Matter Expert II**

Responsibilities and Skills include:

- Responsible to supporting and overseeing the development of high-level strategy and architecture for IT systems
- Working with and leads technical project teams involved in developing major applications and systems through all phases of the development of life cycle activities designing, testing, implementing and maintaining applications.
- Extraction and Analysis of data from various systems to meet operational requirements and data request.
- Development and maintenance of reports
- Troubleshooting and performing technical analysis to resolve issues and streamlining operations.
- Supporting development of requirements for applications and hardware.
- Supporting the development of the Cloud Computing strategy and migration plan
- Responsible for identifying current service levels, gap analysis and future state service levels recommendations

Minimum Education:
Bachelor’s Degree

Minimum Experience:
8 Years

**IT Subject Matter Expert III**

Responsibilities and Skills include:

- Responsible to Overseeing the development of high-level strategy and architecture for IT systems. Works with C level stakeholders to set overall IT strategy and vision.
- Working with and leads technical project teams involved in developing major applications and systems through all phases of the development of life cycle activities designing, testing, implementing and maintaining applications.
• Extraction and Analysis of data from various systems to meet operational requirements and data request.
• Development and maintenance of reports
• Troubleshooting and performing technical analysis to resolve issues and streamlining operations.
• Supporting development of requirements for applications and hardware.
• Supporting the development of the Cloud Computing strategy and migration plan
• Responsible for identifying current service levels, gap analysis and future state service levels recommendations, and reporting to key stakeholders

Minimum Education:
Bachelor’s Degree

Minimum Experience:
10 Years

Market Data Benchmarking SME

Responsibilities and Skills include:
• Responsible for analyzing current client data including pricing and performance data
• Responsible for developing a comparison model comparing client data to market data
• Responsible for identifying gaps between current client data and market data and analyzing key drivers
• Responsible for presenting findings data to the client

Minimum Education:
Bachelor’s Degree

Minimum Experience:
10 Years

Business Analyst I

Responsibilities and Skills include:
• Support the project team in developing and structuring project content and deliverables
• Support the development of the baseline cost model, and develop business case financials
• Support the analysis of current data and requirements, and identifying gaps in requirements
Coordinate and write the Request for Proposal (RFP) and the associated content for the RFP

Supports and manages vendor and customer communications, and establishes databases and log for reporting

Supports the development of status updates and reports

Minimum Education:
Bachelor’s Degree

Minimum Experience:
2 Years

**Business Analyst II**

Responsibilities and Skills include:

- Leads the project team in developing and structuring project content and deliverables
- Structures and oversees the development of the baseline cost model, and develop business case financials
- Support the analysis of current data and requirements, and identifying gaps in requirements
- Coordinate and write the Request for Proposal (RFP) and the associated content for the RFP
- Supports and oversees vendor and customer communications, and establishes databases and log for reporting
- Delivers and supports the development of status updates and reports

Minimum Education:
Bachelor’s Degree

Minimum Experience:
6 Years

**Business Analyst III**

Responsibilities and Skills include:

- Provides oversight and leadership to the project team, and interacts frequently with stakeholders
• Leads the project team in developing and structuring project content and deliverables, for multiple work streams
• Structures and oversees the development of the baseline cost model, develops business case financials, and presents recommendations
• Supports the analysis of current data and requirements, identifies gaps in requirements, and makes recommendations as needed
• Coordinates and writes the Request for Proposal (RFP) and the associated content for the RFP
• Supports and oversees vendor and customer communications, and establishes databases and log for reporting
• Delivers and supports the development of status updates and reports
• Manages overall risks and issues and presents findings to key stakeholders

Minimum Education:

Bachelor’s Degree

Minimum Experience:

10 Years

Cloud Subject Matter Expert

Responsibilities and Skills include:

• Provide direct analysis and recommendations associated with the implementation or migration of specific applications to cloud services
• Implementing and maintaining cloud management solutions including initial and ongoing configuration of related automation, notifications, and reporting capabilities.
• Work with a variety of legacy applications and platforms and work with application teams to implement or migrate associated components to cloud services
• Identify and troubleshoot cloud service events and issues as well as work with cloud service providers to efficiently solve issues or implement workarounds
• Perform technical planning, system integration, verification and validation, evaluate alternatives including cost and risk, supportability and analyze for total systems

Minimum Education:

Bachelor’s Degree

Minimum Experience:

10 Years
Acquisition/Sourcing Specialist I

Responsibilities and Skills include:

- Supports preparation of RFP documents
- Supports analysis of costs and pricing
- Experienced in buying goods and services processes
- Receives requests for purchase of parts or repair of materiel
- Locates sources of supplies, requests quotes from vendors, evaluates bids, and supports the selection of the most qualified source
- Manages/coordinates customer and vendors during acquisition activities
- Issues purchase orders, tracks status, and expedites orders according to customer requirements.
- Communicates with customers in person, electronically, or by telephone
- DAWIA Level I or equivalent Certification

Minimum Education:
Bachelor’s Degree

Minimum Experience:
6 Years

Acquisition/Sourcing Specialist II

Responsibilities and Skills include:

- Supports decision makers in all phases of the acquisition process (pre-award, source selection, and post award).
- Responsible for planning, organizing, leading, and directing the day-to-day activities of performing Acquisition, technical, and procurement support services.
- Establishing goals, objectives and schedules for the Acquisition programs; preparing organizational planning documents; compiling data in the preparation of contract deliverables. Has the ability to perform cost/price analysis of simple and complex proposals, and possesses the knowledge of and experience with various contract types, to include but not limited Indefinite Quantity contracts, Cost Reimbursable Contracts, Time and Materials, Labor Hour and Fixed Price Contracts.
- DAWIA Level II or equivalent Certification

Minimum Education:
Bachelor’s Degree

Minimum Experience:
Acquisition/Sourcing Specialist III

Responsibilities and Skills include:

- Supports decision makers in all phases of the acquisition process (pre-award, source selection, and post award)
- Responsible for planning, organizing, leading, and directing the day-to-day activities of performing Acquisition, technical, and procurement support services
- Establishing goals, objectives and schedules for the Acquisition programs; preparing organizational planning documents; compiling data in the preparation of contract deliverables
- Has the ability to perform cost/price analysis of simple and complex proposals, and possesses the knowledge of and experience with various contract types, to include but not limited Indefinite Quantity contracts, Cost Reimbursable Contracts, Time and Materials, Labor Hour and Fixed Price Contracts.
- DAWIA Level III or equivalent certification

Minimum Education:
Bachelor’s Degree

Minimum Experience:
10 Years

NTS Substitution Matrix
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<tr>
<th>Labor Category</th>
<th>Min Edu</th>
<th>Min Exp</th>
<th>PhD</th>
<th>Masters</th>
<th>Bachelors</th>
<th>Associate</th>
<th>High School</th>
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<td>Business Process Consultant I</td>
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