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(i) **GENERAL SERVICES ADMINISTRATION**

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: **GSAAdvantage.gov**

**Schedule Title:** General Purpose Commercial Information Technology Equipment, Software and Services

FSC Class and/or Product code(s) and/or Service Codes (as applicable):

132-51 - IT Professional Services

132-51STLOC - IT Professional Services

132-351RC - IT Professional Services

Contract number: 47QTCA19D00M9

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

**Award Dates - September 26, 2019 through September 25, 2024**

Saini Consulting, LLC

3303 W. Daley Lane, Phoenix, AZ 85027-1058 USA

DUNS: 081338471

CAGE Code: 89SS4

www.sainiconsulting.com

**Business size:** Small Business concern

(ii) **CUSTOMER INFORMATION:**

1. **Special Item No 132-51 Information Technology Professional Services** – services descriptions are on pages 8 to 12 and awarded prices are on page 13.

2. **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.**

   Jr Programmer/System Analyst - $75.00 hr

3. **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** – See pages 8 to 11.

4. **Maximum order:** $500,000.

5. **Minimum order:** $100
6. **Geographic coverage** (delivery area): Domestic

7. **Point of production**: N/A for Services

8. **Discount from list prices or statement of net price**. Prices are net prices.

9. **Quantity volume discounts** – Additional 1% on single orders ≥ $300K

10. **Prompt payment terms** – 0%, Net 30 days

   a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold – Yes.
   b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold – Yes.

11. **Foreign items** – Not applicable.
   a. **Time of delivery** - Not applicable.
   b. **Expedited Delivery** – Not Applicable.
   c. **Overnight and 2-day delivery** – Not Applicable.
   d. **Urgent Requirements** – Not Applicable.

12. **F.O.B. point**: DESTINATION

13. **Ordering address**:

    Harpinder Saini, President
    3303 W Daley Lane, Phoenix, AZ 85027-1058 USA
    Phone: 646-546-3340, Fax: 646-546-3340

14. **Email**: harp@sainiconsulting.com

   a. **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.

   Payment address: 3303 W Daley Lane, Phoenix, AZ 85027-1058 USA

15. **Warranty provision** – N/A for services

16. **Export packing charges** – Not Applicable

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)** – No restrictions

18. **Terms and conditions of rental, maintenance, and repair** – Not Applicable

19. **Terms and conditions of installation** – Not Applicable

20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices** – Not Applicable.
    a. **Terms and conditions for any other services** – Not Applicable
21. **List of service and distribution points** - Not Applicable

22. **List of participating dealers** – Not Applicable

23. **Preventive maintenance** – Not Applicable

24. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants)** – Not Applicable

25. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g., contractor’s website or other location.)** The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/) – Not Applicable

26. **Data Universal Number System (DUNS) number** – 081338471

27. **Notification regarding registration in System for Award Management (SAM) database** – Contractor has an Active Registration in the SAM database.
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 ordering activity
      location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES
   a. Performance incentives may be agreed upon between the Contractor and the ordering activity on
      individual fixed price orders or Blanket Purchase Agreements under this contract in accordance
      with this clause.
   b. The ordering activity must establish a maximum performance incentive price for these services
      and/or total solutions on individual orders or Blanket Purchase Agreements.
   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the
      maximum extent practicable, ordering activities shall consider establishing incentives where
      performance is critical to the ordering activity’s mission and incentives are likely to motivate the
      contractor. Incentives shall be based on objectively measurable tasks.

3. 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 (Deviation – May 2003) 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.

4. PERFORMANCE OF SERVICES
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and
      the ordering activity.
   b. The Contractor agrees to render services only during normal working hours, unless otherwise
      agreed to by the Contractor and the ordering activity.
   c. The ordering activity 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 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.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)
   a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor
      to stop all, or any part, of the work called for by this contract for a period of 90 days after the
      order is delivered to the Contractor, and for any further period to which the parties may agree.
      The order shall be specifically identified as a stop-work order issued under this clause. Upon
      receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable
steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either:
1) Cancel the stop-work order; or
2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if:
1) The stop-work order results in an increase in the time required for, or in the Contractor’s cost properly allocable to, the performance of any part of this contract; and
2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES
The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) 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) (Deviation – May 2003) 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. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY
Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

9. INDEPENDENT CONTRACTOR
All IT 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 ordering activity.

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 ordering activity contract, without some restriction on ordering 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 ordering activity, ordering activities 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 services. Progress payments may be authorized by the ordering activity 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 ordering activity 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 at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

1. The offeror;
2. Subcontractors; and/or
3. Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES
Resumes shall be provided to the GSA Contracting Officer or the user ordering activity 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 activity 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.

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**

**Title** – Project Manager

**Minimum Year Experience**: 5-8 years

**Minimum Education**: Bachelor’s Degree

**Responsibilities**:

Requires minimum 7 years of experience leading large-scale technical project. Under broad supervision, provides management and technical direction to one or multiple IT-based projects from complex system engineering, software development, system support, analytics applications, complex databases and/or technology infrastructure projects. Functional Responsibility:

• Responsible for the coordination and completion of all information technology projects
• The role will serve as the primary interface between client, and organization.
• Develops and manages detailed project management plans, schedules, and status reports to oversee all aspects of projects.
• Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project.
• Supports marketing personnel in identifying and acquiring potential business. Participates in technical presentations and bid and proposal responses.
• Builds and maintains working relationships with customer, and other departments involved in the projects and provides technical guidance.
• Conducts project status and team meetings.
• Responsible for tracking all projects and provide guidance in the project analysis.
• Ensures adherence to quality standards and reviews all projects and their deliverables. • Prepares reports for customer regarding status of all projects. Bachelor’s Degree. Master’s degree may be substituted with two years less experience. 7 years.
**Title** – Business Consultant/Analyst

**Minimum Year Experience:** 4-7 years

**Minimum Education:** Bachelor’s Degree

**Responsibilities:**

Prepares and conducts business analysis and studies, needs assessments, requirements analysis/definition and cost/benefit analysis in an effort to align business systems, solutions and initiatives.

- Prepares forecasts and analyzes trends, reporting regulations and business conditions. Transforms initial rough product designs using computer aided design (CAD) into working documents.
- Reviews client requirements then establish outline plans to software development lifecycle to ensure adherence to established specifications and standards. Responsible for aligning the business strategies of a company with its technology. Communicates with external clients and internal teams to deliver GUI, interface and screen designs. Acts as liaison between technology teams, support teams, and business units.

**Title** – Senior Software Developer

**Minimum Year Experience:** 7 - 10 years

**Minimum Education:** Bachelor’s Degree

**Responsibilities:**

The Senior Developer / Software Engineer is responsible for the design and development pertaining to company’s product lines. Engage with other team members and help define the product objective directly with the product owner and technical lead to ensure the continuous development of quality products.

Takes ownership of the product line lifecycle for each product assigned from end to end. Must have "will get it done" work ethic. Never "why we can’t", always "how can we"

- Take charge of all development project assigned and work closely with BA and leadership.
- Able to put team first and product first but speak up when a better path is available.
- High level of comfort sharing a code base with a team as well as working within code constructs created by other developers.
- Attention to detail and deliverables.
- Comfort with basic IT networking and security protocols.
- Able to work with product team to help define product specifications, milestones, and implementation goals.
- Experience in both Agile and Waterfall project management environments.
- Participate in regular status meetings with all necessary stakeholders.
- Develops, maintains, and produces all necessary technical documentation for each product task. assigned for both internal and regulatory purposes.
- Communicate product status, and key issues to key constituents across the organization including managers, technical lead, Artists, QA, and others.
- Manages existing products on an ongoing basis, including product line extensions and enhancements, prioritization, and technical white papers.
- Self-starter, self-sufficient, and self-reliant to accomplish required tasks.
- Accountable to deliver quality products consistently and on time.
Title – Mid Software Developer

Minimum Year Experience: 3 – 5 years

Minimum Education: Bachelor’s Degree

Responsibilities:

Developer / Software Engineer is responsible for the design and development pertaining to company’s product lines. Engage with Senior Software Developer as well as other team members and help define the product objective directly with the product owner and technical lead to ensure the continuous development of quality products.

Must have "will get it done" work ethic. Never "why we can’t", always "how can we"

• Take charge of all development project assigned and work closely with BA and leadership.
• Able to put team first and product first but speak up when a better path is available.
• High level of comfort sharing a code base with a team as well as working within code constructs created by other developers.
• Attention to detail and deliverables.
• Comfort with basic IT networking and security protocols.
• Able to work with product team to help define product specifications, milestones, and implementation goals.
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• Develops, maintains, and produces all necessary technical documentation for each product task. assigned for both internal and regulatory purposes.
• Communicate product status, and key issues to key constituents across the organization. including managers, technical lead, Artists, QA, and others.
• Manages existing products on an ongoing basis, including product line extensions and enhancements, prioritization, and technical white papers.
• Self-starter, self-sufficient, and self-reliant to accomplish required tasks.
• Accountable to deliver quality products consistently and on time.

Title – Jr Programmer/System Analyst

Minimum Year Experience: 2 years

Minimum Education: Bachelor’s Degree

Responsibilities:

The position being filled on this team will be responsible for assisting in and eventually leading the efforts to gather requirements, design and deliver solutions for our business area. Your duties will include working with business users and technical consultants, including outside suppliers, evaluating and implementing third party solutions, maintaining existing systems, estimating and managing project scope and budgets, guiding teams to deliver on time, assisting with on call duty as needed, and others.

Required Qualifications:

• Minimum of four years’ experience implementing and supporting third party technology solutions
• Minimum of four years’ experience analyzing complex business problems and translating business requirements into technology solutions that consider system performance, usability, quality, cross-system interdependencies, security, and scalability.
• Experience in Project Management: ability to define and estimate project scope and timelines; identify benefits; and manage the project by recognizing and mitigating risks and issues.
• Basic knowledge of I/S technologies: network infrastructure, Operating Systems, Database engines, and Windows and Unix servers.
• Experience with Relational Database Management Systems and proficiency in writing complex SQL queries.
• Knowledge of problem management, change management, and other I/S processes.
• Ability to deal with high levels of ambiguity and utilize good problem-solving skills.
• Demonstrate strong communication skills, including the ability to discuss complex business issues with business users.
• Have a high degree of self-motivation, commitment, and integrity.

Title – Mid Data Analyst

Minimum Year Experience: 3 years

Minimum Education: Bachelor’s Degree

Responsibilities:

Responsible for analyzing, interpreting and communicating findings related to key performance indicators that drive higher performance and productivity results across all business lines. The Data Analyst consults with senior leadership on making well informed, data-driven decisions that ultimately impact the company’s bottom line by providing analytical decision support and performance measurement.

• Responsible for the development, execution and management of all reporting and analytical needs of management.
• Gather, organize, and analyze information.
• Extract and compile performance data from various source systems for qualitative and/or quantitative analyses.
• Conduct various ad-hoc analyses to support strategy and monitoring functions.
• Provide daily support for departmental operations.
• Provide insight for process improvement across functional areas.
• Other tasks as assigned.

Title – Senior Quality Assurance Engineer

Minimum Year Experience: 5 – 8 years

Minimum Education: Bachelor’s Degree

Responsibilities:

Responsible for leading all aspects of the system test life cycle including managing the schedule and priority of testing efforts, designing, developing, executing, and maintaining test plans, test cases and test methodologies that ensure exhaustive testing of all assigned applications. Additional responsibilities include managing defects, communicating issues, documenting test results, generating reports, development of test automation scripts, defining testing strategies and reviewing documentation and managing large test projects.

• Serves as a primary technical resource.
• Identifies, documents and coordinates the setup of complex environments for testing operations.
• Creates and maintains system test project documentation.
• Leads system test events at the project level.
• Plans, develops, and executes system and regression level testing scenarios on multiple platforms.
• Actively participates in Agile ceremonies.
• Accurately estimates tasks and assignments.
• Accurately tracks and reports testing progress and project status.
• Records defects completely and accurately.
• Develop test data, execute test scripts and analyze results for validity and clarity.
• Effectively communicates ideas, strategic insight, process improvements and QA standards.
• Manages multiple concurrent activities and resources according to priorities.
• Leads and manages problem resolution discussions.
• Develops test automation scripts.
• Proactively leads process improvements and productivity initiatives.
• Provides feedback to peers and management on identified areas of improvement.

Title – Senior Systems Analyst

Minimum Year Experience: 5 – 8 years

Minimum Education: Bachelor’s Degree

Responsibilities:

Responsible for gathering business requirements and facilitating the creation of technical specifications.

Responsibilities include, but are not limited to:

• Strong analytical ability and abstract thinking to be able to gather business requirements effectively and facilitates creation of the technical specifications.
• Proven ability to analyze and lead the execution of change toward the business vision and outcomes.
• Strong interpersonal skills. Listening attentively to requirements, in depth questioning, interpretation and ability to see the holistic view of the business and assess impact accordingly.
• Excellent verbal and written communication skills.
• Recommend changes to the existing process and procedures to gain greater productivity using streamlining, obsolete procedural elimination, or greater use of technology.
• Ability to act as a bridge between the Product Owner, Client, Project Manager and the Implementation team.
• Delivery focused.
• Flexible/adaptable/approachable and willing to work in rapidly changing, and high delivery environment.
• Highly skilled in managing multiple projects and tight deadlines.
• Experience working with Marketing, Advertising Agencies, and digital technology vendors.
• Experience working in a Software Development and support environment.
• Experience working with HTML 5, JAVA, Python, C# with experience working in a relational database environment (SQL Server, MySQL, Oracle, DB2).
• Experience developing& executing system integration test plans including Regression Testing, Performance Testing and User Acceptance Testing.
• Knowledge and experience working with a Change Management Function and being an active participant on the Change Management Board.
• Experience managing developers either full time staff and/or consultants working on and off site.
• Apply sound business judgment working with clients to solve comprehensive business problems, while recognizing trade-offs between competing priorities that influence solution deliver.
17. AWARDED RATES (INCLUDING IFF)

<table>
<thead>
<tr>
<th>IT Objects, LLC Labor Category</th>
<th>Proposed GSA Schedule Rate including IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>124.43</td>
</tr>
<tr>
<td>Mid Business Consultant/Analyst</td>
<td>83.07</td>
</tr>
<tr>
<td>Senior Software Developer</td>
<td>129.22</td>
</tr>
<tr>
<td>Mid Software Developer</td>
<td>109.62</td>
</tr>
<tr>
<td>Jr Programmer/System Analyst</td>
<td>74.06</td>
</tr>
<tr>
<td>Senior Quality Assurance Engineer</td>
<td>106.4</td>
</tr>
<tr>
<td>Senior Systems Analyst</td>
<td>111.23</td>
</tr>
<tr>
<td>Mid Data Analyst</td>
<td>92.85</td>
</tr>
</tbody>
</table>

**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 ordering activity 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.