INSI CLOUD INC

U.S GENERAL SERVICE ADMINISTRATION (GSA)

Federal Supply Schedule Service

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

SCHEDULE TITLE

MULTIPLE AWARD SCHEDULE (MAS)

GSA Contract Number: 47QTCA21D0023
Contract Period: Nov 23, 2020 through Nov 22, 2025
SIN Awarded: 54151S

CONTRACTOR

INSI CLOUD INC

4105 HUNTERS GLEN DR,
PLAINSBORO, NJ -08536

Contract number: 908-696-3085
Business Size: Small Business
DUNS: 080-384213
CAGE: 7PY61

Point of Contact (POC)

Mani K Kuchan
Email: mkumar@insicloud.com
Phone: 609-365-1553, Fax Number: 609-224-1260
Website: www.insicloud.com
## CONTRACT INFORMATION:

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Table of Awarded SINs</td>
<td>54151S - Information Technology Professional Services OLM - Order Level Materials</td>
</tr>
<tr>
<td>2</td>
<td>Maximum order</td>
<td>Maximum order is $500,000 for 54151S</td>
</tr>
<tr>
<td>3</td>
<td>Minimum Order</td>
<td>$ 100</td>
</tr>
<tr>
<td>5</td>
<td>Point(s) Of Production</td>
<td>Services only</td>
</tr>
<tr>
<td>6</td>
<td>Discount from List Prices</td>
<td>Prices shown are GSA net prices</td>
</tr>
<tr>
<td>7</td>
<td>Quantity/Volume Discounts</td>
<td>1% for a single task order equal to or greater than $500,000</td>
</tr>
<tr>
<td>8</td>
<td>Prompt Payment Terms</td>
<td>1% Net 20</td>
</tr>
<tr>
<td>9</td>
<td>Purchase Cards</td>
<td>Government Purchase Cards accepted at or below the micro-purchase threshold</td>
</tr>
<tr>
<td>10</td>
<td>Foreign Items</td>
<td>N/A</td>
</tr>
<tr>
<td>11</td>
<td>A) Time of Delivery</td>
<td>To be determined at Task Level</td>
</tr>
<tr>
<td></td>
<td>B) Expedited Delivery.</td>
<td>To be determined at Task Level</td>
</tr>
<tr>
<td></td>
<td>D) Urgent Requirements.</td>
<td>To be determined at Task Level</td>
</tr>
</tbody>
</table>
11 FOB Point(s)  Destination

12 A) Ordering Address  Same as Contractor’s address

B) Ordering Procedures  For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in the Federal Acquisition Regulation (FAR) 8.405

13 Payment Address  Same as contractors Address

14 Warranty Provision  Not Applicable

15 Export Packing Charges  Not Applicable

16 Terms and conditions of Above the micro-purchase Threshold. Government Purchase card Acceptance (Any thresholds above the Micro-purchase level).  YES, Government Purchase Cards are accepted

17 Terms and conditions of rental, Maintenance and repair (if applicable).  N/A

18 Terms and conditions of Installation (if applicable).  N/A

19 Terms and conditions of Repair parts indicating date Of parts price lists and any Discounts from list prices (If applicable). See Warranty For Repair Parts, If Applicable a)Terms and conditions for any Other services (if applicable)  N/A
20 List of service and distribution Points (if applicable): N/A

21 List of participating dealers (If applicable): N/A

22 Preventive maintenance (If applicable): N/A

23 A) Special attributes such as Environmental attributes (e.g., recycled content, energy Efficiency, and/or reduced Pollutants): None

B) 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/.

24 Data Universal Number System (DUNS) number: 80384213

25 Notification Regarding Registration in the SAM Database: Contractor is current and valid, CAGE Code = 7PY61
Federal Supply Schedule

Price List

For
SIN 54151S

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>GSA Price (Including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>IT Project Manager</td>
<td>$ 137.45</td>
</tr>
<tr>
<td>Software Developer</td>
<td>$  87.32</td>
</tr>
<tr>
<td>Business Analyst</td>
<td>$ 123.05</td>
</tr>
<tr>
<td>Quality Assurance Specialist</td>
<td>$ 120.99</td>
</tr>
<tr>
<td>Database Administrator</td>
<td>$ 143.04</td>
</tr>
<tr>
<td>Network Administrator</td>
<td>$ 143.04</td>
</tr>
</tbody>
</table>
Terms & Conditions (T&Cs)
For
SIN 54151S

1. SCOPE

a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional 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 I-FSS-60 Performance Incentives (April 2000)

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.

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.

Critical Information Specific to Schedule # 70– Information Technology, Software & Services Solicitation FCIS-JB-980001B (Refresh # 40)

(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


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 (Dec 2007) 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 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 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.

Critical Information Specific to Schedule # 70– Information Technology, Software & Services Solicitation FCIS-JB-980001B (Refresh # 40)

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 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 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) 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 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) 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

Critical Information Specific to Schedule # 70– Information Technology, Software & Services Solicitation FCIS-JB-980001B (Refresh # 40)

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/I AM PROFESSIONAL SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices. Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor’s Degree in Computer Science
**IT Project Manager:**

- Minimum General Experience: This position requires a minimum of six years of intensive and progressive experience demonstrating the required proficiency levels related to task and manage technical projects and assists in the planning and execution of projects while interfacing with various functions. The PM utilizes a variety of well-established tools (PPM, SharePoint, Microsoft project, and dashboards) to create and manage project charters, and communicate progress and risks.

- Functional Responsibility: The Project Manager is responsible for all aspects of project performance and provides overall direction to all project activities and personnel. Managing customer expectations is critical to this role. Effectively manage expectations for stakeholders. Adequately manage scrum process throughout projects. Ensure all teams are on track with deadlines and requirements. Communicating with cross-functional team members. Provides verbal and written skills required at all management levels to maintain complete project control.

- Minimum Education: Bachelor’s Degree in Computer engineering or equivalent experience.

**Software Developer**

- Minimum General Experience: This position has a minimum of 7 years of consulting and/or industry experience. General Experience: Experience typically includes ability to support IT engagements of greater than average size and complexity; ability to lead multiple teams and multiple clients with confidence; excellent teamwork and interpersonal skills; professional oral and written communication skills; drives and leads problem solving and troubleshooting.

- Functional Responsibility: Develop, code, configure, and test programs and systems, Develop new tools. Deliver solutions that are in alignment with business and technical/architectural goals. Present progress and potential risks to client leadership and development team members. Participate in development sprints to meet product delivery deadlines. The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications or The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications.
Minimum Education: Bachelor’s Degree in Computer engineering or equivalent experience.

**Business Analyst:**

- Minimum General Experience: Five years’ experience providing day-to-day supervision of the functional activities associated with High Performance, assists in coordination of all production scheduling.

- Functional Responsibility: Act as bridge between the business and technology teams, understand core internal IT products/solutions and how they drive business value and improve employee and user experience. Selecting and driving solutions at a strategic level that will support and enable the business objectives. Contribute to the data strategy design, supporting value identification from data and coordinating the design activities for the integration of internal and external insights sources. Assess client needs through a structured requirements process. Assist in the design and implementation of business solutions. Recommends redesigning and documentation of new technology. Ensure business requirements are understood by internal team members. Develop user cases, user stories, and other artifacts

- Minimum Education: Bachelor’s Degree in Computer / Electrical / Electronic engineering or equivalent experience.

**Quality Assurance Specialist**

- Minimum General Experience: This position requires a minimum of eight years IT experience, of which at least five years are specialized experience in QA areas such as the following: configuration management, verification and validation, software testing and integration, software metrics and their application to software quality assessment. Experience includes increasing responsibilities in quality assurance, quality control, and team leader responsibilities.

- Functional Responsibility: Monitor validation activities and conduct risk assessments. Act as reviewer and auditor for operational SOP's, Work Instructions, and vendors, including any follow-up; may assist in writing SOPs if needed. Reviews and approves Technical Research and Development reports and other documentation prepared by QA and QC for regulatory submissions/inspections. Responsible for the development of Quality Agreement with both internal and external partners. Bring critical exceptions or deviations to management's attention and initiate and implement necessary improvements and corrections to established systems and processes. Initiate, execute, and track completion of Change Control and Non-Conformance requests related to computer systems. Applies analytical skills to evaluate and interpret complex situations/problems using multiple sources of information. Support Vendor Evaluations from System Compliance perspective.
- Minimum Education: Bachelor’s Degree in Computer / Electrical / Electronic engineering or equivalent experience.

**Database Administrator**

- Minimum General Experience: This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: demonstrated experience with database design and system analysis, current operating systems software internals and data manipulation languages. General experience includes increasing responsibilities in the development and maintenance of database systems.

  - Functional Responsibility: Designs database table structure and columns, programs key or identifier data elements. Organizes and formats data for efficient query and storage processes. Codes stored procedures or database hooks to access and submit data to a database from applications, web pages, or client tools. Database administration support to handle DBA duties including database customer support, database security, database deployment, database performance and general database administration. Make changes to the structure of database meta data and support any application changes. Write, modify, and debug database specific SQL and PL/SQL queries. Where appropriate, coordinate database administration duties with System and Network Administrators to ensure compatibility with hardware and operating systems configurations. Diagnose and correct problems that occur within databases and application interfaces. Troubleshoot problems and take corrective action, coordinate Contractor specific technical support as necessary. Support users, other software Contractor teams, and database administrators with problems, projects, and implementations. Analyze database infrastructure to insure compliance with VA security standards, database performance considerations, and reverse engineering of existing database environments.

- Minimum Education: Bachelor’s Degree in Computer / Electrical / Electronic engineering or equivalent experience.

**Network Administrator**

- Minimum/General Experience: Eight or more years professional experience with local and wide area networks. Formal certification by a major network vendor

  - Functional Responsibility: A Network Administrator has experience in managing, monitoring and configuring the routine operations and maintenance of computer systems in a variety of different networks to include high volume/high availability systems. Must have experience responding and resolving problems quickly. Must have the skills to implement agency policy regarding computer access and implement firewalls.
- Minimum Education: Bachelor’s Degree in Computer / Electrical / Electronic engineering or equivalent experience.