



Schedule
Contract GS-07F-0156T

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

General Services Administration
Multiple Award Schedule for Advertising and Integrated Marketing Solutions (AIMS)
Solicitation number FCXA-M2-030001-B
Refreshed Number 3, April 24, 2006
FSC Group 541

Contract Number GS-07F-0156T

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

Contract Period December 14, 2006 through December 13, 2011



4350 East West Highway, Suite 1100
Bethesda, MD 20814
240-744-7000 main number
1-800-503-8442 Toll-free
www.esitravel-dc.com

Business Size: Small

1. (a-c) Customer Information

Item	Description	Page
Ordering Information	General information regarding terms and conditions for ESI Travel, Inc.'s federal contract award.	2
Other Direct Costs (ODC) Items, SIN-1000	Conference, Meeting and Event related expense items (non-labor).	5

2. Maximum order. \$1 million. Orders over this amount shall be subject to additional negotiated prices.
3. Minimum order. \$100.
4. Geographic coverage (delivery area). Domestic.
5. Point(s) of production, Washington Metropolitan Area (Maryland, Virginia and DC)
6. Discount from list prices or statement of net price. Prices are net. All discounts are already deducted.
7. Quantity discounts. None.
8. Prompt payment terms. Net 30 days.
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold. Government Purchase Cards are accepted on all orders.
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold. Government Purchase Cards are accepted on all orders.
10. Foreign items. None.
- 11a. Time of delivery. ESI Travel will adhere to the delivery schedule as specified on the agency's purchase order or statement of work.
- 11b. Expedited Delivery. Items available for expedited delivery are noted in this price list.
- 11c. Overnight and 2-day delivery. The Contractor can provide overnight and 2-day delivery. Customer should contact the Contractor for rates for overnight and 2-day delivery.

11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to affect a faster delivery.

12. F.O.B. point(s). Destination.

13a. Ordering address.

ESI Travel, Inc.
4350 East West Highway, Suite 1100
Bethesda, MD 20814
Telephone: 240-744-7000
Email: paulr@esitravel-dc.com

13b. 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.

ESI Travel, Inc.
4350 East West Highway, Suite 1100
Bethesda, MD 20814

15. Warranty provision. The contractor warrants and implies that the items delivered hereunder are merchantable and fit for the particular purpose described in this contract.

16. Export packing charges, if applicable. N/A

17. Terms and conditions of Government purchase card acceptance any thresholds above the micro-purchase level.

18. Terms and conditions of rental, maintenance, and repair. N/A

19. Terms and conditions of installation (if applicable). N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices. N/A

20a. Terms and conditions for any other services. N/A

21. List of service and distribution points. N/A

22. List of participating dealers. N/A

23. Preventive maintenance. N/A

24a. Special attributes such as environmental attributes. N/A

24b. 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/.

25. Data Universal Number System (DUNS) number. 148062131
26. Notification regarding registration in Central Contractor Registration (CCR) database. Contractor is registered in the Central Contractor Registration Database.

Pricing and Other Related Information

Special Item Number 541-1000 Conference, Events and Tradeshow Planning Services - Other Direct Costs (ODC's)

ESI Travel, Inc. (ESIT) is a full-service meeting, conference and event company and manages events of all types—from small and medium-sized focus groups, training sessions, and workshops to national and international conferences serving thousands of participants. Our success is enhanced by ESIT's commitment to the use of new technologies in the field of meeting management. The nature of event planning is rapidly changing as exciting audio, video, broadcasting, and Internet capabilities are developed. We stay abreast of these innovations so that we can offer our clients unparalleled efficiency and cost savings.

We carefully consider each event's mission, working closely with our clients to determine the best format and use of space to achieve the goals of a specific event. Our budget development process offers the client every possible amenity while controlling costs. A service-driven management philosophy ensures that our staff uses a positive and diplomatic approach to the countless front-line and behind-the-scenes tasks that keep events running smoothly. Other services offered as part of ESIT's tailored conference management package include:

- Effective print and Web-based meeting materials
- Traditional and innovative outreach methods for event promotion
- Reliable exhibit support, including installation and breakdown
- Close-out activities that reconcile all budget concerns
- Prompt processing of reimbursement claims
- Careful analysis of evaluation and statistical data
- Valuable debriefings that contribute to lessons learned

The following non-labor costs are related to meetings, conference and events. Agency requirements may specify the type, quantity of each ODC item, which could result in a lower/higher price for these items. Task order may not exceed the awarded unit items as specified in the chart below without a modification to the contract. The awarded ODC items are listed in the following chart:

Other Direct Cost

Item	Unit	Cost
Meeting Room Rental	Per Day	\$165.38

Audio Visual Equipment Rental	Per Day	\$1,552.58
Internet Connection	Per Day	\$603.75
Telephone/Conference Call	Per Minute	\$.012
Black & White Copy Costs	Per Copy	\$.06
Postage	Per Ounce	\$.39
Shipping-FedEx	Per Shipment- up to 1 lb.	\$5.90