



GSA MOBIS Schedule

General Services Administration (GSA)

Mission Oriented Business Integrated Services (MOBIS)

Contractor: DEVELOPMENT SERVICES GROUP, INC.
7315 Wisconsin Avenue
Suite 800 East
Bethesda, Maryland 20814

Telephone: (301) 951-0056

Fax: (301) 951-3325

Website: www.dsgonline.com

DUNs No: 166113332

Contract No: GS-10F-0166K

Contract Period: April 1, 2015 to March 31, 2020

Business Size: Small

COMMERCIAL SALES PRACTICES FORMAT (Use this format for services)

Name of Offeror: Development Services Group, Inc.
 SIN: 874-1/RC
 Date: 2/26/15

Note: Please refer to clause 552.212-70, PREPARATION OF OFFER (MULTIPLE AWARD SCHEDULE), for additional information concerning your offer. Provide the following information for each SIN (or group of SINs or Sub-SIN for which information is the same).

- (1) Provide the dollar value of sales to the general public/state or local government at or based on market prices, cost build up or an established catalog or market price during the previous 12-month period or the offerors last fiscal year: \$0.00 . State beginning and ending of the 12-month period, Beginning: September 1, 2013 and Ending: August 31, 2014. In the event that a dollar value is not an appropriate measure of the sales, provide and describe your own measure of the sales of the item(s). In the event sales are made only to state or local governments, identify such sales accordingly.
- (2) Show your total projected annual sales to the Government under this contract for the contract term, excluding options, for each SIN offered. If you currently hold a Federal Supply Schedule contract for the SIN the total projected annual sales should be based on your most recent 12 months of sales under that contract.

SIN	\$	SIN	\$	SIN	\$
874-1/RC	598,542				

- (3) Based on your written discounting policies (standard commercial sales practices in the event you do not have written discounting policies), are the prices (discounts, concessions, terms and conditions in any combination) which you offer the Government equal to or better than that offered to any customer acquiring the same items regardless of quantity or terms and conditions? YES X NO _____. (See definition of “concession” and “discount” in 552.212-70.)
- (4) (a) Based on your written pricing policies (standard commercial sales practices in the event you do not have written pricing policies), provide information as requested for each SIN (or group of SINs for which the information is the same). The information should be provided in the chart below or in an equivalent format developed by the offeror. Rows should be added to accommodate as many customers as required.

Column 1 – Customer	Column 2 –Price* (*Disclosures should be made on a separate sheet)	Column 3 – Quantity/Volume	Column 4 – Discounts, Concessions, Terms and Conditions
See Attachment 2 - Formatted Price List sheet	See Attachment 2 -Formatted Price List sheet	See Attachment 2 - Formatted Price List sheet	See Attachment 2 - Formatted Price List sheet

(b) Identify prices offered to GSA in response to this solicitation for services using the table below:

Column 5 – Price Offered to GSA	Column 6 – Unit of Issue (e.g., per hour, per day)	Column 7 – Quantity/Volume	Column 8 – Discount, Concessions, Terms and Conditions Offered to GSA

See Attachment 2 - Formatted Price List sheet	See Attachment 2 -Formatted Price List sheet	See Attachment 2 - Formatted Price List sheet	See Attachment 2 - Formatted Price List sheet
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- (c) Do any deviations from your written policies or standard commercial sales practices disclosed in the chart in paragraph 4(a) ever result in better prices than indicated? YES ___ NO X___. If YES, explain deviations in accordance with the instructions at Figure 515.4-2, which is provided in this solicitation for your convenience.

Figure 515.4-2—Instructions for Commercial Sales Practices Format

If you responded “YES” to question (3), on the COMMERCIAL SALES PRACTICES FORMAT, complete the chart in question (4)(a) for the customer(s) who receive your best price. If you responded “NO” complete the chart in question (4)(a) showing your written policies or standard sales practices for all customers or customer categories to whom you sell at a price that is equal to or better than the price(s) offered to the Government under this solicitation or with which the Offeror has a current agreement to sell at a price which equals or exceeds the price(s) offered under this solicitation. Such agreement shall be in effect on the date the offer is submitted or contain an effective date during the proposed multiple award schedule contract period. If your offer is lower than your price to other customers or customer categories, you will be aligned with the customer or category of customer that receives your best price for purposes of the Price Reduction clause at 552.238-75. The Government expects you to provide information required by the format in accordance with these instructions that is, to the best of your knowledge and belief, current, accurate, and complete as of 14 calendar days prior to its submission. You must also disclose any changes in your price list(s), discounts, prices and/or policies that occur after the offer is submitted, but before the close of negotiations. If your pricing practices vary, the variations should be explained clearly to include a description of the circumstance, frequency, and selling terms and conditions. You may limit the information reported to those services that exceed 75% of actual historical Government sales (commercial sales may be substituted if Government sales are unavailable) value of the special item number (SIN).

Column 1—Identify the applicable customer or category of customer. A "customer" is any entity which acquires supplies or services from the Offeror. The term customer includes, but is not limited to state and local governments, educational institutions (an elementary, junior high, or degree granting school which maintains a regular faculty and established curriculum and an organized body of students), national accounts, and end users. In any instance where the Offeror is asked to disclose information for a customer, the Offeror may disclose information by category of customer if the offeror's pricing policies or practices are the same for all customers in the category. (Use a separate line for each customer or category of customer.)

Column 2—Identify the price. Indicate the best price (based on your written pricing policies or standard commercial pricing practices if you do not have written pricing policies) at which you sell to the customer or category of customer identified in column 1, without regard to quantity; terms and conditions of the agreements; and whether the agreements are written or oral. If the price is a combination of various discounts (prompt payment, quantity, etc.), each type of discount should be fully identified and explained. If the price lists which are the basis of the discounts given to the customers identified in the chart are different than the price list submitted upon which your offer is based, identify the type or title and date of each price list. The contracting officer may require submission of these price lists. To expedite evaluation, offerors may provide these price lists at the time of submission. If market prices are used, provide documentation to substantiate pricing (e.g., agreements with corporate customers, internal policies, market prices, quote sheets, pricing agreements and invoices, etc.) and identify the effective period, pricing and any other terms and conditions clearly. If prices are based on cost, provide information other than certified cost or pricing data to show how the offeror arrived at the proposed price. A price certification is not required. If rates are audited by a Federal Agency, include this information in the narrative. Disclosures should be made on a separate sheet.

Column 3—Identify the quantity or volume of sales. Insert the minimum quantity or sales volume which the identified customer or category of customer must either purchase/order, per order or within a specified period for the best price. When purchases/orders must be placed within a specified period to get the best price, indicate the time period.

Column 4—Indicate concessions regardless of quantity granted to the identified customer or category of customer. Concessions are defined in solicitation clause 552.212-70, Preparation of Offers (Multiple Award Schedule). If the space provided is inadequate, the disclosure should be made on a separate sheet by reference.

Columns 5-8—Fill in the requested information.

If you respond “YES” to question 4 (c) in the Commercial Sales Practices Format, provide an explanation of the circumstances under which you deviate from your written policies or standard commercial sales practices disclosed in the chart on the Commercial Sales Practices Format and explain how often they occur. Your explanation should include a discussion of situations that lead to deviations from standard practice, an explanation of how often they occur, and the controls you employ to assure the integrity of your pricing. If deviations from your written policies or standard commercial sales practices disclosed in the chart on the Commercial Sales Practices Format are so significant and/or frequent that the Contracting Officer cannot establish whether the price(s) offered is fair and reasonable, then you may be asked to provide additional information. The Contracting Officer may ask for information to demonstrate that you have made substantial sales of the item(s) in the commercial market consistent with the information reflected on the chart on the Commercial Sales Practice Format, a description of the conditions surrounding those sales deviations, or other information that may be necessary in order for the Contracting Officer to determine whether your offered price(s) is fair and reasonable. In cases where additional information is requested, the Contracting Officer will target the request in order to limit the submission of data to that needed to establish the reasonableness of the offered price.

Document 8
Sample Pricing Proposal Template

SINS(s) Proposed	Service Proposed (e.g., Labor Category or Job Title/Task)	Minimum Education / Certification Level	Minimum Years of Experience (cannot be a range)	Contractor or Customer Site	Domestic or Overseas	Commercial Price List (CPL) or Market Prices	Unit of Issue (e.g., Hour, Task, Sq Ft)	Most Favored Commercial Customer (MFC)	Discount Offered to MFC (%)	Commercial MFC Price	Most Favored Federal Agency (MFC)**	Most Favored Federal Agency (MFC) Price **	Discount Offered to GSA (off CPL or Market Prices) (%)	Price Offered to GSA (Excluding IFF)	Price Offered to GSA (including IFF)
874-1/RC	Officer I	Master's Degree	10	Contractor	Both	236.54	Hour		0		Dept of Justice	236.54	0	234.77	236.54
874-1/RC	Officer II	Master's Degree	5	Contractor	Both	179.15	Hour		0		Dept of Justice	179.15	0	177.81	179.15
874-1/RC	Principal I / Project Director I	Master's Degree	10	Contractor	Both	171.66	Hour		0		Dept of Justice	171.66	0	170.37	171.66
874-1/RC	Principal II / Project Director II	Master's Degree	7	Contractor	Both	148.97	Hour		0		Dept of Justice	148.97	0	147.85	148.97
874-1/RC	Senior Assoc I / Senior Analyst I	Bachelor's Degree	7	Contractor	Both	143.06	Hour		0		Dept of Justice	143.06	0	141.99	143.06
874-1/RC	Senior Assoc II / Senior Analyst II	Bachelor's Degree	5	Contractor	Both	123.99	Hour		0		Dept of Justice	123.99	0	123.06	123.99
874-1/RC	Senior Assoc III / Senior Analyst III	Bachelor's Degree	3	Contractor	Both	108.71	Hour		0		Dept of Justice	108.71	0	107.89	108.71
874-1/RC	Associate I	Bachelor's Degree	3	Contractor	Both	101.33	Hour		0		Dept of Justice	101.33	0	100.57	101.33
874-1/RC	Associate II	Bachelor's Degree	3	Contractor	Both	99.19	Hour		0		Dept of Justice	99.19	0	98.45	99.19
874-1/RC	Associate III	Bachelor's Degree	1	Contractor	Both	95.62	Hour		0		Dept of Justice	95.62	0	94.90	95.62
874-1/RC	Junior Associate I	Bachelor's Degree	1	Contractor	Both	76.29	Hour		0		Dept of Justice	76.29	0	75.72	76.29
874-1/RC	Junior Associate II	Bachelor's Degree	1	Contractor	Both	53.45	Hour		0		Dept of Justice	53.45	0	53.05	53.45
874-1/RC	Junior Associate III	Bachelor's Degree	1	Contractor	Both	51.58	Hour		0		Dept of Justice	51.58	0	51.19	51.58
874-1/RC	Junior Associate IV	High School Diploma	0	Contractor	Both	33.13	Hour		0		Dept of Justice	33.13	0	32.88	33.13

1. The firm provided an updated Commercial Sales Practices (CSP) for this option period, dated 2/26/15 (copy attached – 3 pages), referencing U.S. Department of Justice as their most favored customer. The firm did not provide any discounts to the most favored customer or GSA off its market rate. In accordance with clause 552.238-75 ALT I Price Reduction, the contractor does not have any commercial customers and only have federal agency for all the labor categories. No commercial basis of award customer has been identified for clause 552.238-75 (Alternate I), Price Reductions. If and/or when the contractor sells the offered services to a commercial customer, the contractor must inform the procuring contracting officer and establish a basis of award customer.

2. The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 874: Mission Oriented Business Integrated Services Schedule and all services provided. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices offered are based on the preponderances of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SCA Eligible Labor Category	SCA Equivalent Code Title	Wage Determination No.
Junior Associate	14160-Personal Computer Support Tech	05-2103
Junior Associate II	01020-Administrative Assistant	05-2103

3. The price adjustment for the remainder of the contract will be in accordance with paragraph (b) (1) of Clause I-FSS-969, Economic Price Adjustment – FSS Multiple Award Schedule (Jan 2002) at an annual fixed escalation of 2.1% changed from 3.0% awarded during the last modification PS-0005, dated 3/9/10. No quantity discounts will be provided for the remainder of the contract. The prompt payment term will be 0% Net 30 Days. The awarded hourly rate for Option Period 3 under SIN 874-1/RC, including Industrial Funding Fee (.75%) is as follows:

SIN 874-1/RC	Option 3 Hourly Rate				
	Year 16	Year 17	Year 18	Year 19	Year 20
	4/1/2015	4/1/2016	4/1/2017	4/1/2018	4/1/2019
	to	to	to	to	to
Labor Category	3/31/2016	3/31/2017	3/31/2018	3/31/2019	3/31/2020
Officer I	\$236.54	\$241.51	\$246.58	\$251.76	\$257.04
Officer II	\$179.15	\$182.91	\$186.75	\$190.68	\$194.68
Principal I/Project Director I	\$171.66	\$175.26	\$178.95	\$182.70	\$186.54
Principal II/Project Director II	\$148.97	\$152.10	\$155.29	\$158.55	\$161.88
Senior Assoc. I/Senior Analyst I	\$143.06	\$146.06	\$149.13	\$152.26	\$155.46
Senior Assoc. II/Senior Analyst II	\$123.99	\$126.59	\$129.25	\$131.97	\$134.74
Senior Assoc. III/Senior Analyst III	\$108.71	\$110.99	\$113.32	\$115.70	\$118.13
Associate I	\$101.33	\$103.46	\$105.63	\$107.85	\$110.11
Associate II	\$99.19	\$101.27	\$103.40	\$105.57	\$107.79
Associate III	\$95.62	\$97.63	\$99.68	\$101.77	\$103.91
Junior Associate I	\$76.29	\$77.89	\$79.53	\$81.20	\$82.90
Junior Associate II	\$53.45	\$54.57	\$55.72	\$56.89	\$58.08
Junior Associate III	\$51.58	\$52.66	\$53.77	\$54.90	\$56.05
Junior Associate IV	\$33.13	\$33.83	\$34.54	\$35.26	\$36.00

4. In accordance with 52.212-3, Offerors Representations and Certifications Commercial Items (JUN 08), and Clause 52.219-28, Post-Award Small Business Program Representation APR 09) the contractor has re-represented their business size status for Option Period 3 under NAICS 541611 as a small business and the Representation and

Certifications cited at the System for Award Management site; <http://www.sam.gov> are current, accurate, complete and hereby incorporated into this contract as of the date of approval in Block 16C of this modification. A separate contract modification has been initiated by the contractor to update the size status in GSA automated contract system.

5. The attached labor category position descriptions as shown in Attachment I (pages 4-7) is hereby incorporated into this contract.

6. The firm's cover letter, dated 10/6/14, and deletion of SINs 874-4/RC and 874-5/RC under modification PS-0015, are hereby incorporated into this contract.

Note: Failure to update your electronic file submission in accordance with contract clause 552.243-72 will adversely impact the customer's ability to utilize your services.

Labor Category Descriptions

Job Title: Officer I

Minimum/General Experience: At least 20 years of experience in social sciences, business administration, public health, or related field and at least 7 years of supervisory experience in successful management and leadership of large and complex projects.

Functional Responsibilities: Senior executives, vice presidents, and corporate officers responsible for overall direction and management oversight of project operations. Responsible for giving final approval for all commitments of DSG's corporate resources. Provides corporate oversight to DSG's divisions, serves as a subject matter expert in multiple project tasks, and develops techniques and methodologies for problem solutions.

Minimum Education: Master's degree in social science, business, science, public policy, public health or related field.

Job Title: Officer II

Minimum/General Experience: At least 15 years of experience in social sciences, business administration, public health, or science and at least 6 years of supervisory experience in successful management and leadership or technical direction of large and complex projects.

Functional Responsibilities: Senior-level manager, division director, project director, or department director with technical or managerial responsibilities for multiple projects. Responsible for all phases, activities, staffing, and outcomes involved in a project, including budget management for the entire project. Demonstrated ability to manage numerous complex and time-sensitive project activities and tasks simultaneously.

Minimum Education: Master's degree in social science, public health, public policy, business, science, or related field.

Job Title: Principal I/Project Director I

Minimum/General Experience: At least 10 years of experience in social sciences, business administration, or health and at least 5 years of supervisory experience in successful management and leadership or technical direction of large and complex projects.

Functional Responsibilities: Senior- or mid-level manager, project director, deputy director or technical staff with technical or managerial responsibilities for multiple projects. Demonstrated ability to manage numerous complex and time-sensitive project activities and tasks simultaneously.

Minimum Education: Master's degree in social science, political science, public health, public policy, or related field.

Job Title: Principal II/Project Director II

Minimum/General Experience: At least 7–10 years of successful management and leadership experience in social sciences, political science, business administration, public health, or related field, and at least 3 years of supervisory experience in successful management and leadership or technical direction of large and complex projects.

Functional Responsibilities: Senior- or mid-level manager, project director, deputy project director, social scientist, trainer, or senior research analyst with major

responsibilities on a project. Skills may fall into research, statistical analysis, operations analysis, information technology, editing, writing, or event planning.

Minimum Education: Master's degree in social science, business, science, public health, public policy, or related field.

Job Title: Senior Associate I/Senior Analyst I

Minimum/General Experience: At least 7 years of experience in a technical role on projects of varying size and complexity in social sciences, political science, business administration, education, public health, or related field, and at least 2 years of supervisory experience in successful management and leadership or technical direction of large and complex projects.

Functional Responsibilities: A Senior Associate/Analyst is responsible for performing work of a technically complex nature, for directing and reviewing the work of Associates and Junior Associates, and for the day-to-day management of the activity on a project. They include research analysts, statisticians, methodologists, survey developers, trainers, or information technology specialists. May provide senior editorial or graphics support. Frequently plays a major technical role.

Minimum Education: Bachelor's degree in an appropriate field. Master's degrees are common and may substitute for 2 to 3 years of experience.

Job Title: Senior Associate II/Senior Analyst II

Minimum/General Experience: At least 5 years of experience in a technical role on projects of varying size and complexity in social sciences, political science, business administration, education, public health, or related field.

Functional Responsibilities: A Senior Associate/Analyst II is responsible for performing work of a technically complex nature, for directing and reviewing the work of Associates and Junior Associates, and for the day-to-day management of the activity on a project. They include research analysts, methodologists, statisticians, meeting planners, or information technology specialists. May provide senior editorial or graphics support. Frequently plays a major technical role.

Minimum Education: Bachelor's degree in an appropriate field. Master's degrees are common and may substitute for 2 to 3 years of experience.

Job Title: Senior Associate III/Senior Analyst III

Minimum/General Experience: At least 3 years of experience in a technical role on projects of varying size and complexity.

Functional Responsibilities: A Senior Associate/Analyst III is responsible for performing work of a technically complex nature, for directing and reviewing the work of Associates and Junior Associates and for the day-to-day management of the activity on a project. They include research analysts/assistants, survey developers, meeting planners, writers, editors, methodologists, statisticians, programmers, system analysts, graphic designers, and other information technology specialists. May provide senior editorial or production support. Frequently plays a technical role.

Minimum Education: Bachelor's degree in an appropriate field. Master's degrees are common and may substitute for 2 to 3 years of experience.

Job Title: Associate I

Minimum/General Experience: At least 3 years of experience and training in social science, business administration, education, public health, statistics, or science and experience in technical support and analysis of complex programs, tasks, processes, and procedures.

Functional Responsibilities: Performs work of a moderately complex nature under the direction of an Officer, Principal, or Senior Associate. May direct the performance of one or more elements of a project related to his or her education and experience. May direct a Junior Associate. They include research assistants, meeting planners, writers, editors, programmers, system analysts, graphic designers, and other information technology specialists.

Minimum Education: Bachelor's degree in an appropriate field. Master's degrees are common and may substitute for 1 to 2 years of experience.

Job Title: Associate II

Minimum/General Experience: At least 3 years of experience and training in social science, business administration, education, meeting planning, and experience in technical support and analysis of programs, tasks, processes, and procedures.

Functional Responsibilities: Performs work of a moderately complex nature under the direction of a Senior Associate, Principal, or Officer. May be responsible for the performance of one or more elements of a project related to his or her education and experience. May direct a Junior Associate. They include research assistants, meeting planners, writers, editors, programmers, system analysts, graphic designers, and other information technology specialists. Provides both general and specialized support as required in the project/task.

Minimum Education: Bachelor's degree in an appropriate field.

Job Title: Associate III

Minimum/General Experience: At least 1 year of experience and training in social science, business administration, information technology, or related field and experience in technical support and analysis of programs, tasks, processes, and procedures.

Functional Responsibilities: Performs work under the direction of a Senior Associate, Principal, or Officer. They include research assistants, meeting planners, writers, editors, programmers, system analysts, Web designers, and other information technology specialists. Provides both general and specialized support as required in the project/task, including assistance in research, writing, logistics, and computer applications.

Minimum Education: Bachelor's degree in an appropriate field.

Job Title: Junior Associate I

Minimum/General Experience: At least 1 years of experience using relevant technical skills.

Functional Responsibilities: Performs work under the direction of a Senior Associate, Principal, or Officer. Provides technical skills in support of project development and operations. May be responsible for the performance of one or more elements of a project related to his or her education and experience. They include research assistants, logistics assistants, writers, editors, programmers, program assistants, program coordinators,

executive assistants, and other information technology specialists. Provides general and specialized support as required in the project/task, including assistance in research, writing, logistics, and computer applications.

Minimum Education: Bachelor's degree in an appropriate field.

Job Title: Junior Associate II

Minimum/General Experience: At least 1 year of experience using relevant technical skills.

Functional Responsibilities: Performs work under the direction of a Senior Associate, Principal, or Officer. Provides technical skills in support of project development and operations. May be responsible for the performance of one or more elements of a project related to his or her education and experience. They include junior research assistants, logistics assistants, writers, editors, program assistants, program coordinators, executive assistants, and other junior-level information technology specialists. Provides general and specialized support as required in the project/task, including assistance in research, data analysis, data entry, tracking, help desk, and logistics.

Minimum Education: Bachelor's degree in an appropriate field.

Job Title: Junior Associate III

Minimum/General Experience: At least 1 year of administrative, research, meeting planning, or logistical experience.

Functional Responsibilities: Performs work with close supervision from project leaders. Provides general administrative, data collection, word processing and other support, such as preparation of correspondence, schedules, help desk, travel coordination, phones, and document preparation. They include junior research assistants, administrative assistants, logistics assistants, program assistants, program coordinators, executive assistants, and other junior-level information technology specialists. Requires use of Microsoft Excel, PowerPoint, and Microsoft Word.

Minimum Education: Bachelor's degree is preferred.

Job Title: Junior Associate IV

Minimum/General Experience: Entry-level administrative, research, logistics, or IT position.

Functional Responsibilities: Performs work with close supervision from project leaders. Provides general administrative, data collection, word processing and other support, such as preparation of correspondence, schedules, help desk, phones, travel coordination, document preparation. They include administrative assistants, logistics assistants, program assistants, program coordinators, and other junior-level information technology specialists. Requires use of Microsoft Excel, PowerPoint, and Microsoft Word.

Minimum Education: High school degree required; college degrees are common; technical expertise can be substituted for a degree in some cases.

(ii) CUSTOMER INFORMATION: *The following information should be placed under this heading in consecutively numbered paragraphs in the sequence set forth below. If this information is placed in another part of the Federal Supply Schedule Price List, a table of contents must be shown on the cover page that refers to the exact location of the information.*

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s). 874-1

1b. 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. Not Applicable

1c. If 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. Price list is included, see document 8

2. Maximum order. \$1,000,000.00

3. Minimum order. \$100.00

4. Geographic coverage (delivery area). Worldwide

5. Point(s) of production (city, county, and State or foreign country). Bethesda, Montgomery County, Maryland

6. Discount from list prices or statement of net price. All prices are net

7. Quantity discounts. None

8. Prompt payment terms. NET 30 DAYS

Note: Prompt payment terms must be followed by the statement "Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions."

9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold. Not Applicable

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

10. Foreign items (list items by country of origin). Not Applicable

11a. Time of delivery. (Contractor insert number of days.) Will adhere to the delivery schedule as specified by the agencies purchase order

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery. Contact the contractor for expedited delivery.

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery. Contact 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 effect a faster delivery. Contact contractor for faster delivery.

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

13a. Ordering address(es). Development Services Group, Inc.
 7315 Wisconsin Avenue, Suite 800 East
 Bethesda, Maryland 20814

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(es). Development Services Group, Inc.
 7315 Wisconsin Avenue, Suite 800 East
 Bethesda, Maryland 20814

15. Warranty provision. Not Applicable

16. Export packing charges, if applicable. Not Applicable

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). Up to \$100,000.00

18. Terms and conditions of rental, maintenance, and repair (if applicable). Not Applicable

19. Terms and conditions of installation (if applicable). Not Applicable

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable
- 20a. Terms and conditions for any other services (if applicable). Not Applicable
21. List of service and distribution points (if applicable). Not Applicable
22. List of participating dealers (if applicable). Not Applicable
23. Preventive maintenance (if applicable). Not Applicable
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). We use recycled paper, recycled ink cartridges, user friendly equipment and software, screen saver, etc.
- 24b. 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/. Not Applicable
25. Data Universal Number System (DUNS) number. 166113332
26. Notification regarding registration in Central Contractor Registration (CCR) database. DSG has registered with the System for Award Management (SAM) system.