

GENERAL SERVICES ADMINISTRATION

Federal Acquisition 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 is available through **GSA Advantage!**[™], a menu-driven database system. The INTERNET address for **GSA Advantage!**[™] is: <http://www.GSAAdvantage.gov>.

Schedule for - Mission Oriented Business Integrated Services (MOBIS)

Federal Supply Group: 874 **Class:** R499

Contract Number: GS10F116AA

For more information on ordering from Federal Supply Schedules
click on the FSS Schedules button at <http://www.gsa.gov/schedules-ordering>

Contract Period: March 11, 2013 to March 10, 2018

Contractor: Pan Professional Services, Inc.
9493 Oak Falls Ct
Great Falls, VA 22066 4143

Business Size: Small Business
Telephone: (703) 568-8552
Extension:
FAX Number: (703) 759-0827
Web Site: www.pan-pros.com
E-mail: jpan2@cox.net
Contract Administration: Jeffrey F. Pan

CUSTOMER INFORMATION:

- 1a. **Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:** 874-6 and 874-6RC
- 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.**
- 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.**
2. **Maximum Order:** \$1,000,000
3. **Minimum Order:** \$100
4. **Geographic Coverage (delivery Area):** Domestic only
5. **Point(s) of production (city, county, and state or foreign country):** Same as company address
6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted). See Attachment.
7. **Quantity discounts:** 2% for orders between \$100,000 and \$249,999.99, 3% for orders between \$250,000 and \$499,999.99, and 5% for orders over \$500,000
8. **Prompt payment terms:** 3%-15 days; Net 30
- 9a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** will accept over \$3,000
10. **Foreign items (list items by country of origin):** None
- 11a. **Time of Delivery (Contractor insert number of days):** Specified on the Task Order
- 11b. **Expedited Delivery.** Contact Contractor
- 11c. **Overnight and 2-day delivery.** Contact Contractor
- 11d. **Urgent Requirements.** Contact Contractor
12. **F.O.B Points(s):** Destination

- 13a. **Ordering Address(es):** Same as Contractor
- 13b. **Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).**
14. **Payment address(es):** Same as company address
15. **Warranty provision.:** Contractor's standard commercial warranty. PPSI warranty includes personnel will meet required labor category description and best professional efforts for the task orders. Resumes for proposal personnel are available to the government upon request. Warranty is limited to 20% of task order value.
16. **Export Packing Charges (if applicable):** N/A
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
18. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
19. **Terms and conditions of installation (if applicable):** N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A
21. **List of service and distribution points (if applicable):** N/A
22. **List of participating dealers (if applicable):** N/A
23. **Preventive maintenance (if applicable):** N/A
- 24a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 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. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/.**
25. **Data Universal Numbering System (DUNS) number:** 965394492
26. **Notification regarding registration in Central Contractor Registration (CCR) database:** Registered

GSA Awarded Rate:

Labor Category	Minimum Education	Minimum Experience	GSA Awarded Rate
Consultant	Bachelors	10 Years	\$98.74

Note: Prices offered to GSA are for both onsite and offsite

JOB DESCRIPTION

Job Title: Consultant

Minimum/General Experience: Ten (10) years of experience providing federal acquisitions support, including acquisitions planning, market analysis, developing statements of work and costs estimates, performing market surveys, performing proposal evaluation, administering government contracts. Expert on the Federal Acquisition Regulations (FAR), including government contracts accounting and small business regulations.

Functional Responsibility: Provides federal acquisitions support, including support for acquisitions planning, market analysis, developing statements of work and costs estimates, performing market surveys, performing proposal evaluation, and administering government contracts.

Minimum Education: Bachelor degree required. JD is equivalent to three years of general experience and MBA is equivalent to 2 years of general experience.

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract as it applies to the entire MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.