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 is available through GSA Advantage™, a menu-driven database system. The INTERNET address for GSA Advantage™ is: http://www.GSAAdvantage.gov.

Schedule for Multiple Award Schedule
Federal Supply Group: Professional Services
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, 2023

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

Price list current as of Modification # PS-A812 effective February 4, 2020
CUSTOMER INFORMATION:

1a. **Table of Awarded MAS Category**: 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services and SIN OLM

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. This is not applicable since only providing professional services.

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.** Please see Consultant labor category at the end of this Pricelist.

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. **Information for Ordering Offices**: Prompt Payment Terms: 3%-15 Days, Net 30 Days. 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 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

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) are found in Federal Acquisition Regulation (FAR) 8.405-3.

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. contractor’s website or other location.) The EIT standards can be found at:** Since only professional services are provided Section 508 compliance information is not applicable.

25. **Data Universal Numbering System (DUNS) number:** 965394492

26. **Notification regarding registration in System for Award Management (SAM) database:** Registered
GSA Awarded Rate:

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Minimum Education</th>
<th>Minimum Experience</th>
<th>GSA Awarded Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consultant</td>
<td>Bachelors</td>
<td>10 Years</td>
<td>$98.74</td>
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</tbody>
</table>

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