ABOUT US

Recognized as one of the fastest growing, trusted Small Businesses, we at ANGARAI strive to provide holistic solutions that have not only proven to be effective and efficient, but also accepted as industry best practices.

FEDERAL

We have assisted several Federal clients, such as The Pentagon, Department of Defense, USAITA and Health and Human Services. The solutions we provide focusses on Compliancy, Robustness and Project Integrity, while simultaneously being nimbly adjustable according to the landscape, Environment and challenges.

CORE EXPERTISE

- Program Management
- Project Management
- Program Integrity
- Project Management Maturity
- Organizational Diagnostics
- Business Process Management
- Organizational Design & Development
- Knowledge Management
- Strategic Planning
- Implementation Roadmap
- Management Advisory
- Procurement & Contract Management
- QA/QC and N&V
- Risk & Mitigation Management
- Independent Assessments
- Governance & Compliance

EXPERTISE

Project Management Office (PMO)
Transformation Management Office (TMO)
Advisory Management Office (AMO)
Quality Management Office (QMO)

FOCUS AREAS

Agile & Cyber Security
Innovation & Value
Risk & Management
Modernization & Efficiency

LINE OF SERVICE

Federal
State & Local
Private Sector
Global

DOMAINS

Defense & Security
Health & Human Services
Transportation & Infrastructure
Commerce & Labor

FEDERAL AGENCY

- PMCE
- FEA & DoDAF
- FISMA
- OD-HPO
- ATO

- IT Management Consulting
- Strategic Planning
- EA-TOSAF
- Business Process Re-engineering (BPR)
- HIPAA

FEDERAL KEY INITIATIVES - STATE & LOCAL

- MTA Compliance
- NV & CAR
- APD / APDU

- Transit "State of Good Repair"
- EAM
- Capital Improvement Program (CIP)
- Infrastructure Renewal Program (IRP)

ACCREDITATIONS

- ISO
- CMMI
- PMI
- ITIL

BUSINESS ASSOCIATIONS

- APTA
- APHSA
- COMTO
- NEW YORK STATE
- MARYLAND

PROFESSIONAL ASSOCIATIONS

- FTA
- M

STATE / LOCAL / COMMERCIAL
AUTHORIZED
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES

Special Item No (SIN) 132-51 Information Technology Professional Services

FSC/PSC Class D302 ADP SYSTEMS DEVELOPMENT SERVICES
FSC/PSC Class D306 ADP SYSTEMS ANALYSIS SERVICES
FSC/PSC Class D307 AUTOMATED INFORMATION SYSTEM SVCS
FSC/PSC Class D308 PROGRAMMING SERVICES
FSC/PSC Class D310 ADP BACKUP AND SECURITY SERVICES
FSC/PSC Class D311 ADP DATA CONVERSION SERVICES
FSC/PSC Class D316 TELECOMMUNICATION NETWORK MGMT SVCS
FSC/PSC Class D399 OTHER ADP & TELECOMMUNICATIONS SVCS

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

Angarai International, Inc. (dba) ANGARAI
9111 Edmonston Road, Suite 305
Greenbelt, MD 20770, USA
Phone: 410-472-5000 | Fax: 240-542-4927
Email: gsa@angarai-intl.com | Website: www.angarai-intl.com

Contract Number: GS-35F-0254V

Period Covered by Contract: 01-Mar-2009 – 28-Feb-2019

General Services Administration
Federal Acquisition Service

Pricelist current through Modification # PA-0020 dated 04-Oct-2017

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Acquisition Service’s Home Page via the Internet at http://www.fss.gsa.gov/

Agencies can browse GSA Advantage! by accessing the Federal Supply Service’s Home Page via the Internet at http://www.fss.gsa.gov/
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SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage™ online shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage™ and the Federal Acquisition Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT:

*Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

*Overseas delivery* is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- [ ] The Geographic Scope of Contract will be domestic and overseas delivery.
- [x] The Geographic Scope of Contract will be overseas delivery only.
- [ ] The Geographic Scope of Contract will be domestic delivery only.

2. CONTRACTOR’S ORDERING ADDRESS AND PAYMENT INFORMATION:

Angarai International, Inc.(dba) ANGARAI
9111 Edmonston Road, Suite 305
Greenbelt, MD 20770, USA

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

Phone: **410-472-5000** (and Email: gsa@angarai-intl.com)

3. LIABILITY FOR INJURY OR DAMAGE
The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number (159042337)
Block 30: Type of Contractor - A. Small Disadvantaged Business (SDB)
B. Other Small Business – Historically Underutilized Business Zones (HUBZone)

Block 31: Woman-Owned Small Business - NO
Block 36: Contractor's Taxpayer Identification Number (TIN): 861053818

4a. CAGE Code: 37KR2
4b. Contractor has registered with SAM.gov (System for Award Management).

5. FOB DESTINATION
Domestic and Overseas

6. DELIVERY SCHEDULE

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

<table>
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<tr>
<th>SPECIAL ITEM NUMBER</th>
<th>DELIVERY TIME (Days ARO)</th>
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b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.

a. Basic Discount: 3%

b. Prompt Payment: 0% - Net 30 days from receipt of invoice or date of acceptance, whichever is later.

c. Quantity Volume Discount: $1M - $2M 0.5%, $2M - $5M 0.75%, Greater than $5M 1.00%.

d. Government Educational Institutions: None

e. Other: None

8. TRADE AGREEMENTS ACT OF 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.
9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

10. Small Requirements: The minimum dollar value of orders to be issued is $100.00.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)
   a. The Maximum Order value for the following Special Item Numbers (SINs) is $500,000:
      Special Item Number 132-51 - Information Technology (IT) Professional Services

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS
   Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.
   a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
   b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS: ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDs), which are cited by ordering activities, shall be responded to promptly by the Contractor.
   13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):
   Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable “FIPS Publication.” Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

   13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDs):
   Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDs) should not be acquired unless a waiver has been granted in accordance with the applicable “FED-STD.” Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDs should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L’Enfant Plaza, Suite 8100, SW, Washington, DC 20407; telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.
14. **CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)**

(a) **Security Clearances:** The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) **Travel:** The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub. L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.

(c) **Certifications, Licenses and Accreditations:** As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) **Insurance:** As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) **Personnel:** The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor’s participation in such order may be restricted in accordance with FAR Part 9.5.

(g) **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency’s order.

(h) **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency’s order.

(i) **Government-Furnished Property:** As specified by the agency’s order, the Government may provide property, equipment, materials or resources as necessary.

(j) **Availability of Funds:** Many Government agencies’ operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government’s obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

(k) **Overtime:** For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. **CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:** Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity’s convenience, and (m) Termination for Cause (See 52.212-4)
16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors’ schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

(1) Manufacturer;
(2) Manufacturer’s Part Number; and
(3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is http://www.fss.gsa.gov/.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if:

(1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
(2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
(3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
(4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

(1) Time of delivery/installation quotations for individual orders;
(2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/service/software package submitted in response to requirements which result in orders under this schedule contract.

(3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.
19. **OVERSEAS ACTIVITIES**

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

Alaska, Hawaii, and Puerto Rico

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. **BLANKET PURCHASE AGREEMENTS (BPAs)**

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. **CONTRACTOR TEAM ARRANGEMENTS**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. **INSTALLATION, DEINSTALLATION, REINSTALLATION**

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of $2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds $2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. **SECTION 508 COMPLIANCE.**

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).
24. **PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from _______ dated _______. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. **INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)**

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. **SOFTWARE INTEROPERABILITY.**

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item’s interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at [http://www.core.gov](http://www.core.gov).

27. **ADVANCE PAYMENTS**

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)
1. SCOPE
   a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services to IT 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
   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 in accordance with this clause.
   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.

(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**

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

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 (Deviation – May 2003) 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 Services.
9. **INDEPENDENT CONTRACTOR**

All IT 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.

11. **INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for IT 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) 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

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 SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 and 132-52. IT 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 Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

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
LABOR CATEGORIES AND DESCRIPTIONS

Business Process Development

Business Analyst - III

General Experience: Overall 4 years of professional experience with 3 years experience in the specific required field.

Functional Responsibility: Demonstrated Information Technology Infrastructure Library (ITIL) or equivalent field experience in documenting client organizations’ direction, structure, business process and requirement. Research industry best practices and assists in collection and consolidation of required information and data. Accurately employs our methodology and documentation tools. Establishes responsible deadlines and work plans and manages time effectively.

Education and other requirements: A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field.

Business Analyst –IV

General Experience: Overall 3 years of professional experience with 2 years experience in the specific required field.

Functional Responsibility: Under general supervision, formulates and defines systems scope and objectives through research and fact-finding combined with an understanding of applicable to Information Technology Business systems and industry requirements, and analyses business and user needs. Should be good at documenting requirements, and revising existing system logic difficulties as necessary. Competent to work in some phases of systems analysis and considers the business implications of the application of technology to the current business environment.
Education and other requirements: A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field.

Business Analyst – V

General Experience: Overall 2 years of professional experience.

Functional Responsibility: The position requires demonstrated leadership abilities and following skills and experience:

Strong communication skills (written and verbal) for information gathering and the ability to interact with various client groups.

A demonstrated ability to gather and succinctly organize Reports from numerous, varying sources Ability to understand IT projects and concepts as they relate to high-level business objectives, AND present those concepts to both IT and non-IT audiences in a concise and easily-understandable manner

Strong PowerPoint skills and an ability to independently layout slides in a logical flow of sequence for senior management presentations. Multitask oriented individual with strong organizational skills required

Education and other requirements: A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field. Masters is preferred depending the nature of work to be performed.

Documentation Specialist – III

General Experience: Overall 4 years of professional experience and 3 years experience in developing and maintaining all technical documentation including work breakdown structures.

Positive Attitude, Ethics and International Values which support our company's values, and a healthy, high performance culture.

Functional Responsibility: Under general supervision is responsible for preparing and/ or maintaining systems, programming, and operations documentation, procedures, and methods
including user manuals, and reference manuals. Maintains a current internal documentation library. Provides or coordinates special documentation services as required.

**Education and Other Requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field. Masters is preferred depending the nature of the specific work.

**Engagement Director –II**

**General Experience:** Overall 6 years of professional experience with 4 years experience in the specific required field.

**Functional Responsibility:** The Engagement Director (ED) works with the client's Chief Executive Officer (CEO)/Chief Technology Officer (CTO) /Chief Information Officer (CIO) / CXO or Information Technology Head to develop a clear mandate for the related project, and then, with the engagement manager and client's business leaders, turns that brief into a work plan that would deliver the required solutions. The ED provides input to the problem solving approach, drawing on personal experience with the client, and meets regularly with the team and the client. The ED would also spend time working with senior personnel from business side to shape and prioritize available options and to help direct the team's efforts. The ED frequently works closely with the CEO/CIO/CXO to develop the communication describing the change in company strategy to key stakeholders. Demonstrated experience in managing multiple Information Technology (IT) related business programs, ability to conceive a workable solution to the business challenges of the customer. Demonstrated industry certification and user forum involvement to establish credibility is desirable.

**Education and other requirements:** A Bachelor’s Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field. Masters degree is preferred.
IT Quality Assurance Specialist - I

General Experience: Overall 6 years of professional experience with 4 years experience in the specific required field.

Functional Responsibility: Supervise and maximize the efficiency/accuracy of Quality Assurance staff; provide training as necessary to QA associates; Assure compliance with all IT Quality Assurance programs; Investigate IT service quality failures and complaints; Act as customer advocate for any deviation; Conduct quality related training as required by IT QA Manager; Perform all other duties as assigned by QA Manager.

Demonstrated previous quality assurance and supervisory experience, Bachelor’s degree

Demonstrated computer skills; Demonstrated ability to act independently

Demonstrated ability to manage multiple priorities; Demonstrated ability to work with all levels of organization, including customers, vendors, and suppliers/ vendors.

Demonstrated excellent communication skills (written, verbal, and listening)

Education and other requirements: A four-year college degree in Industrial Technology, Quality, Production Management or Business. Strong organizational skills, Previous technical writing experience, Good computer skills (Database, AutoCAD, Excel, Word, Internet) , Proven team orientation , Successful work history The following would be a plus: Knowledge of electronic/electrical applications , Knowledge or experience with quality tools such as SPC, Pareto Charts, Cause and Effect (Fishbone) Charts, Control Charts, design of experiments, etc.

IT Quality Assurance Analyst I

General Experience: Overall 6 years of professional experience with 4 years experience in the specific required field.

Functional Responsibility: Under general direction, carries out procedures to ensure that all information technology products and services meet organization standards and end-user requirements. Performs and leads tests of software to ensure proper operation and freedom from defects. May create test data for applications. Documents and works to resolve all complex problems. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations.
Acts as information resource about assigned areas to technical writers and other IT Quality Assurance Analysts. Performs complex workflow analysis and recommends quality improvements.

**Education and other requirements:** A Master’s degree from an accredited university college or university with a major in Management, Information Systems, or other related scientific or technical discipline.

### IT Quality Assurance Analyst II

**General Experience:** Overall 4 years of professional experience with 2 years experience in the specific required field.

**Functional Responsibility:** Under general supervision, carries out procedures to ensure that all information Technology products and services meet minimum organization standards and end-user requirements. Thoroughly tests software to ensure proper operation and freedom from defects. Documents and works to resolve all problems. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations. Performs workflow analysis and recommends IT quality improvements.

**Education and other requirements:** A Master’s degree from an accredited university college or university with a major in Management, Information Systems, or other related scientific or technical discipline.

### Systems Administrator –II

**General Experience:** Overall 4 years of professional experience with 2 years experience in the specific required field.

**Functional Responsibility:** Under general supervision, responsible for installing, configuring, and maintaining operating system workstations and servers, including web servers, in support of business processing requirements. Performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by
evaluating, implementing, and managing appropriate software and hardware solutions. Ensures data/media recoverability by implementing a schedule of system backups and database archive operations. Supports media management through internal methods and procedures or through offsite storage and retrieval services. Develops and promotes standard operating procedures. Conducts routine hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines. Develops and maintains a comprehensive operating system hardware and software configuration database/library of all supporting documentation.

**Education and other requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field. Masters degree is preferred.

**Program Advisor:**

**General Experience:** Must have six (6) years of experience in program or process Management. At least three (3) years of experience Management of the scope, time frame, deliverable, functional and facilitation of the project activities.

**Functional Responsibility:** Organizes, directs, and coordinates the planning and production of all IT business Project activities and support activities. Oversees the development of or develops work breakdown structures, charts, tables, graphs, major milestone calendars and diagrams to assist in analyzing problems and making recommendations. Demonstrates excellent written and verbal communications skills. Establishes and alters corporate management structure to direct effective and efficient Project support activities. Must be capable of negotiating and making binding decisions for the project completion.

**Education and other requirements:** A Master’s degree from an accredited university college or university with a major in Management, Information Systems, Business, or other related scientific or technical discipline.
Program Manager – II

**General Experience:** Overall 8 years of professional experience with 6 years experience in the specific required field.

**Functional Responsibility:** Under general direction, oversees the Information Technology operational planning, establishment, execution, and evaluation of a multifaceted program/project typically consisting of a set of closely related subprograms or associated activities. Oversees fiscal, operational, administrative, and human resources management of the program; seeks and develops outside funding sources, serves as principal point of representation and liaison with external constituencies on operational matters, and provides day-to-day technical/professional guidance and leadership as appropriate to the area of expertise.

**Education and other requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field. Masters degree is preferred.

Programmer – IV

**General Experience:** 2 years of professional experience with 1 years experience in the specific required field.

**Functional Responsibility:** Uses programming languages to code computer instructions from the systems documentation. Tests and debugs computer programs. Under guidance modifies existing programs to conform to system changes or to make improvements in the existing program.

**Education and other requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field. A Master's Degree is preferred. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of
the knowledge, skill, and/or ability required. Language Skills - Ability to read and interpret documents such as operating and equipment maintenance instructions and procedure manuals.

Project Management

**Project Manager – II**

**General Experience:** Overall 8 years of professional experience with 6 years experience in the specific required field.

**Functional Responsibility:** Should have an experience in overseeing medium to large scaled IT projects comprised of sub-projects and distinct deliverables; typically coordinates and delegates the assignments for the consultant project staff numbering over 20. Focal point of contact for Issuing Entity regarding project status, meetings, reporting requirements, scope changes/extensions, and financial, administrative, and technical issues and concerns raised by consultant staff or Issuing Entity.

**Education and other requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field; Masters is preferred. Project Management Certification if preferred.

**Project Manager – III**

**General Experience:** At least six (6) years of experience in project management.

**Functional Responsibility:** The Project Manager is assigned the management of a specific IT project and the work performed under assigned Task Orders. Performs day-to-day management of the project, identifies issues and risks and recommends possible issue and risk mitigation strategies associated with the project. Acts as a facilitator between a State agency and IT contractor. Is responsible for ensuring that work performed under TOs is within scope, consistent with requirements, and delivered on time and on budget. Identifies critical paths, tasks, dates, testing, and acceptance criteria. Provides solutions to improve efficiency (e.g., reduce costs while maintaining or improving performance levels). Monitors issues and provides
resolutions for up-to-date status reports. Demonstrates excellent writing and oral communications skills.

**Education Requirements and others:** Bachelor’s Degree from an accredited college or university in Engineering, Computer Science, Information Systems, Business or other related discipline. Master’s degree or project management certification is preferred.

**Project Manager - IV**

**General Experience:** Overall 4 years of professional experience with 3 years experience in the specific required field.

**Functional Responsibility:** Responsible for all aspects of the development and implementation of assigned IT projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.

**Education and other requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field.

**Project Manager – V**

**General Experience:** 4 years of professional experience.

**Functional Responsibility:** Minimum 2 years experience in overseeing medium scaled IT projects comprised of sub-projects and distinct deliverables; typically coordinates and delegates the assignments for the consultant project staff numbering over 10. Focal point of contact for
Issuing Entity regarding project status, meetings, reporting requirements; scope changes/extensions, and financial, administrative, and technical issues and concerns raised by consultant staff or Issuing Entity.

Education and other requirements: A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline or three (3) years of equivalent experience in a related field.

**Research Analyst – II**

**General Experience:** Overall 2 years of professional experience.

**Functional Responsibilities:** This is an entry, recruiting and developmental class for person qualified to perform basic technical research and statistical work in one or more areas of a broad range of research fields to aid IT projects and initiatives. Employees are assigned duties and responsibilities commensurate with their background and training. Work at this level is characterized by a reliance on proven techniques and methodologies and usually involves assignments in areas where a comparable body of knowledge and experimentation exists.

**Education and other requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline. A Master's Degree may be needed based on the specific work requirement. A Master's Degree in one of the above disciplines equals one year specialized and two years general experience.

**Specialist I**

**General Experience:** At least 6 years of Professional Experience.

Minimum of 4 years experience in a particular technical and/or business application specific to the job requirement.

**Functional Responsibility:** The functions of the specialist will be specific to the special IT skill sets required for the specific work on hand and it will encompass programming, analysis, debugging, quality assurance, and all relevant related special requirements that the position requires. The specialist should be capable of researching archives and journals as required to complete the
specified job function and should be an authority in the field of expertise for which the task is performed.

**Education and other requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master's Degree is preferred. A Master’s Degree in one of the above disciplines equals one year specialized and two years general experience.

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**Specialist III**

**General Experience:** At least 4 years of overall Professional Experience. Minimum of 3 years experience in a particular technical and/or business specific to the project requirement.

**Functional Requirements:** The functions of the specialist will be specific to the special IT skill sets required for the specific work on hand and it will encompass programming, analysis, debugging, quality assurance, and all relevant related special requirements that the position requires. The specialist should be capable of researching archives and journals as required to complete the specified job function and should be an authority in the field of expertise for which the task is performed.

**Education and other requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master's Degree is preferred. A Master’s Degree in one of the above disciplines equals one year specialized and two years general experience.

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**Subject Matter Expert – I**

**General Experience:** At least 10 years of relevant industry experience in the discipline is required. They should also have at least 12 years of combined new and related older technical experience in the IT field directly related to the required area of expertise.

**Functional Responsibility:** The area of expertise may be related to a specific discipline required by the State agency including, but not limited to: information technology, health care, education, public safety, social services, human resources, transportation, and environment. Requires expertise in the formulation of specifications and in the execution of technical
initiatives in vertical areas. Defines requirements, performs analyses, and develops plans and requirements for systems.

**Education qualification and others** : Bachelor’s Degree from an accredited college or university in the specific discipline required by the State. A Master’s Degree or Ph.D. Degree is preferred.

**Systems Engineer -II**

**General Experience:** Overall 4 years of professional experience and 2 years of specific experience in the required area.

**Functional Responsibility:** Under general supervision, performs high-level systems analysis, evaluation, design, integration, documentation, and implementation of very complex IT application that require a thorough knowledge of administrative and technical skills. Directs and participates in all phases of system development with emphasis on planning, analysis, evaluation, integration, testing and acceptance phases (IV&V and DT&E). Applies higher-level business or technical principles and methods to very difficult technical problems to arrive at automated engineering solution.

**Education and other requirements:** A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline. A Master's Degree is preferred. A Master’s Degree in one of the above disciplines equals one year specialized and two years general experience.

**Technical Editor –I**

**General Experience:** Overall 4 years of professional experience.

**Functional Responsibility:** Responsible for content of IT application’s technical documentation. Checks author's document for spelling, grammar and content problems (e.g., missing instructions or sections; redundant or unnecessary sections). The onus of the accuracy of content may fall under this position or that of the programmer, depending on the subject matter. Ensures that documents follow the style laid out in the organization's style guide. May also be responsible for maintaining the style guide. Suggests revisions to the style guide as appropriate. Editor is often a technical writer who has moved to this position.
Education and other requirements: A Bachelor's Degree from an accredited college or university with a major in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline. A Master's Degree could be needed based on the specific work requirement. A Master’s Degree in one of the above disciplines equals one year specialized and two years general experience.
SMALL BUSINESS PARTICIPATION COMMITMENT

PREAMBLE

Angarai International, Inc (dba) ANGARAI provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact 410-472-5000 / gsa@angarai-intl.com
(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule (FSS) Contract(s) ____________________.

Federal Supply Schedule contract Blanket Purchase Agreement (BPAs) eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

______________________________  ______________________________
Ordering Activity                     Date                           Contractor                     Date
Pursuant to GSA Federal Supply Schedule Contract Number(s) __________, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

1. The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

<table>
<thead>
<tr>
<th>MODEL NUMBER/PART NUMBER</th>
<th>*SPECIAL BPA DISCOUNT/PRICE</th>
</tr>
</thead>
</table>

2. Delivery:

<table>
<thead>
<tr>
<th>DESTINATION</th>
<th>DELIVERY SCHEDULES / DATES</th>
</tr>
</thead>
</table>

3. The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be ________________.

4. This BPA does not obligate any funds.

5. This BPA expires on ________________ or at the end of the contract period, whichever is earlier.

6. The following office(s) is hereby authorized to place orders under this BPA:

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>POINT OF CONTACT</th>
</tr>
</thead>
</table>

7. Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

8. Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

   (a) Name of Contractor;
   (b) Contract Number;
   (c) BPA Number;
   (d) Model Number or National Stock Number (NSN);
   (e) Purchase Order Number;
   (f) Date of Purchase;
   (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
   (h) Date of Shipment.

9. The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

10. The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor’s invoice, the provisions of this BPA will take precedence.

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CONTRACTOR TEAM ARRANGEMENTS

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.
# LABOR CATEGORIES | GSA NET PRICE LIST
---|---
1. Project Manager II | $223.91
2. Specialist III | $276.58
3. Specialist I | $352.82
4. Project Manager V | $96.76
5. Project Manager III | $127.05
6. Systems Administrator II | $73.30
7. Programmer IV | $107.51
8. IT Quality Assurance Analyst - II | $92.85
9. Project Manager IV | $73.30
10. Research Analyst II | $75.25
11. Engagement Director II | $164.39
12. IT Quality Assurance Analyst I | $164.39
13. Subject Matter Expert I | $164.39
14. Business Analyst III | $133.96
15. Documentation Specialist III | $38.02
16. Systems Engineer II | $104.45
17. Program Advisor | $164.39
18. Technical Editor I | $104.45
19. Program Manager II | $133.96
20. IT Quality Assurance Specialist I | $133.96
21. Business Analyst IV | $61.61
22. Business Analyst V | $41.36

Company Name: Angarai International, Inc. (dba) ANGARAI
Name & Title: Venkat Subramanian, President & CEO
Authorized Signature & Date: 11-Oct-2017