



**AUTHORIZED
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES**

SIN 132-50 TRAINING COURSES FOR INFORMATION TECHNOLOGY EQUIPMENT AND SOFTWARE

SIN 132-51 INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

- FPDS Code D302 IT Systems Development Services
- FPDS Code D306 IT Systems Analysis Services
- FPDS Code D308 Programming Services
- FPDS Code D311 IT Data Conversion Services
- FPDS Code D316 IT Network Management Services

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.

**Comtech Global, Inc.
1305 Worthington Woods Blvd
Columbus, Ohio 43085
614-796-1148 Ext. 1002 (phone) 614-423-2526 (fax)
www.comtech-global.com**

Contract Number: **GS35F029BA**

Period Covered by Contract: **15th OCTOBER 2013 to 14th October 2018**

General Services Administration
Federal Acquisition Service

Pricelist current through Modification # _____, dated _____

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).

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INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

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!TM on-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!TM and the Federal Acquisition Service Home Page (www.gsa.gov/fas) 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.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:
Not Applicable

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

1305 Worthington Woods Blvd, Columbus, Ohio 43085

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). 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:

614-423-2526

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. STATISTICAL 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: 808525823

Block 30: Type of Contractor - **B**

B. Other Small Business

Block 31: Woman-Owned Small Business - **NO**

Block 36: Contractor's Taxpayer Identification Number (TIN): 20-5079167

4a. CAGE Code: 679N9

4b. Contractor **has** registered with the System Award Management Database.

5. FOB DESTINATION

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:

SPECIAL ITEM NUMBER DELIVERY TIME (Days ARO)

132-50 **As Negotiated between Comtech Global, Inc. and the ordering activity.**

132-51 **As Negotiated between Comtech Global, Inc. and the ordering activity.**

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

b. Quantity - **None** Dollar Volume – **None**

c. Government Educational Institutions - **Government Educational Institutions are offered the same discounts as all other Government customers.**

d. Other

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**.

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 132-50 – Training Services

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.gsaadvantage.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:

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 received 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 or 132-9.

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:

www.comtech-global.com

The EIT standard can be found at: 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>.

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)

**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF TRAINING COURSES
FOR GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT AND SOFTWARE (SPECIAL ITEM NUMBER 132-50)**

1. SCOPE

- a. The Contractor shall provide training courses normally available to commercial customers, which will permit ordering activity users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.
- b. The Contractor shall provide training at the Contractor's facility and/or at the ordering activity's location, as agreed to by the Contractor and the ordering activity.

2. ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPAs) shall be the basis for the purchase of training courses in accordance with the terms of this contract. Orders shall include the student's name, course title, course date and time, and contracted dollar amount of the course.

3. TIME OF DELIVERY

The Contractor shall conduct training on the date (time, day, month, and year) agreed to by the Contractor and the ordering activity.

4. CANCELLATION AND RESCHEDULING

- a. The ordering activity will notify the Contractor at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The Contractor will then permit the ordering activity to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the ordering activity will modify its original training order to specify the time and date of the rescheduled training class.
- b. In the event the ordering activity fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the ordering activity will be liable for the contracted dollar amount of the training course. The Contractor agrees to permit the ordering activity to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.
- c. The ordering activity reserves the right to substitute one student for another up to the first day of class.
- d. In the event the Contractor is unable to conduct training on the date agreed to by the Contractor and the ordering activity, the Contractor must notify the ordering activity at least seventy-two (72) hours before the scheduled training date.

5. FOLLOW-UP SUPPORT

The Contractor agrees to provide each student with unlimited telephone support or online support for a period of one (1) year from the completion of the training course. During this period, the student may contact the Contractor's instructors for refresher assistance and answers to related course curriculum questions.

6. PRICE FOR TRAINING

The price that the ordering activity will be charged will be the ordering activity training price in effect at the time of order placement, or the ordering activity price in effect at the time the training course is conducted, whichever is less.

7. INVOICES AND PAYMENT

Invoices for training shall be submitted by the Contractor after ordering activity completion of the training course. Charges for training must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

8. FORMAT AND CONTENT OF TRAINING

- a. The Contractor shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings. Such documentation will become the property of the student upon completion of the training class.
- b. ****If applicable**** For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.
- c. The Contractor shall provide each student with a Certificate of Training at the completion of each training course.
- d. The Contractor shall provide the following information for each training course offered:
 - (1) The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);
 - (2) The length of the course;
 - (3) Mandatory and desirable prerequisites for student enrollment;
 - (4) The minimum and maximum number of students per class;
 - (5) The locations where the course is offered;
 - (6) Class schedules; and
 - (7) Price (per student, per class (if applicable)).
- e. For those courses conducted at the ordering activity's location, instructor travel charges (if applicable), including mileage and daily living expenses (e.g., per diem charges) are governed by Pub. L. 99-234 and FAR Part 31.205-46, and are reimbursable by the ordering activity on orders placed under the Multiple Award Schedule, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- f. For Online Training Courses, a copy of all training material must be available for electronic download by the students.

9. "NO CHARGE" TRAINING

The Contractor shall describe any training provided with equipment and/or software provided under this contract, free of charge, in the space provided below.

SECTION A

IT PROFESSIONAL TRAINING DESCRIPTIONS

Comtech Global, Inc.
Training Courses for Information Technology Equipment and Software
SIN 132-50 PROPOSED GSA PRICING

Per the Terms and Condition for SIN 132-50 Training Courses, Comtech Global, Inc. has provided the following information below regarding our proposed training courses:

- (1) The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);
- (2) The length of the course;
- (3) Mandatory and desirable prerequisites for student enrollment;
- (4) The minimum and maximum number of students per class;
- (5) The locations where the course is offered;
- (6) Class schedules; and
- (7) Price (per student, per class (if applicable)).

Course Title: JAVA: OBJECT ORIENTED ANALYSIS

Course Description: This course provides extensive experience with java and its object-oriented features. This course also introduces the major elements of the Unified Modeling Language and the Unified Software Development Process. While this course incorporates development exercises.

Course Format: Lecture

Coursr Length: 24.0 hours

Manadatory Preequisites: Bachelor Degree in Computer Science or relevant experience required.

Minimum students: 5 **Maximum students: 15**

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$7,917.75

Course Title: JAVA: PROGRAMMING LANGUAGE

Course Descriptions: Candidates of this accelerated course are provided knowledge and skills to write programs using the Java Programming Language. Course topics include: Declarations and Access Control, Flow Control and Exception Handling, Garbage Collection, Language Fundamentals, Operators and Assignments, Overloading, Overriding, Runtime Type and Object Orientation, and Java Packages and Layout. Participants are also prepared for the Java Certification.

Course Format: Lecture

Coursr Length: 40.0 hours

Manadatory Preequisites: Bachelor Degree in Computer Science or Relevant experience required.

Minimum students: 5 **Maximum students: 15**

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$8,993.00

Course Title: JAVA: USING VISUALAGE

Course Description: Candidates of this accelerated course are provided knowledge and skills to write programs using the VisualAge for Java. It is a comprehensive, best-of-breed Java tool for creating applications that target the IBM WebSphere software platform for e-business. VisualAge for Java allows businesses to differentiate themselves from their competition by easily transforming existing applications for the Web.

Course Fromat: Lecture

Manadatory Preequisites: Programming Knowledge is required

Coursr Length: 40.0 hours

Minimum students: 5 **Maximum students:** 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$7,917.75

Course Title: JAVA: Enterprise Connectivity

Course Descriptions: Candidates learn to develop and test Enterprise server-side Java applications. Focus on the business logic of serverside Enterprise applications and in particular the Enterprise JavaBeans (EJB) component of the e-business application. Develop test EJBs with IBM WebSphere software platform tooling (primarily VisualAge for Java). Write EJB clients and invoke EJBs from these clients, both stateless and stateful session EJBs, and both Container-Managed Persistence and Bean-Managed Persistence entity EJBs. Test EJBs using the WebSphere development platform.

Course Fromat: Lecture

Manadatory Preequisites: Programming Knowledge is required

Coursr Length: 32..0 hours

Minimum students: 5 **Maximum students:** 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$7,917.75

Course Title: MICROSOFT: .NET: C#

Course Description: In this hands-on course, candidates gain the skills needed to exploit key and component concept and develop C# programs that are useful for a broad range of desktop and Web applications.

Course Format: Lecture

Mandatory Prerequisites: Bachelor Degree in Computer Science or Relevant experience required.

Minimum students: 5 **Maximum students:** 15

Course Length: 40 hours

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$8,993.00

Course Title: MICROSOFT: ASP.NET: INTRODUCTION

Course Description: In this hands-on course, candidates learn to use the VisualStudio.NET environment to rapidly create ASP.NET applications. They gain practical experience using WebForms to create applications with rich user interfaces that access server-side databases

Course Format: Lecture

Manadatory Preequisites: Bachelor Degree in Computer Science or Relevant experience required.

Coursr Length: 40 hours

Minimum students: 5 **Maximum students:** 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$ 8,993.00

Course Title: MICROSOFT: .NET PROGRAMMING LANGUAGE

Course Description: This hands-on course provides the knowledge and skills needed in order to exploit the extensive functionality of Visual Basic. Candidates develop dynamic real-world Windows applications and learn how to package and deploy them.

Course Fromat: Lecture

Manadatory Preequisites: Bachelor Degree in Computer Science or Relevant experience required.

Coursr Length: 40 hours

Minimum students: 5 **Maximum students:** 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$8,993.00

Course Title: VISUAL BASIC.NET: INTRODUCTION

Course Description: This hands-on course provides the knowledge and skills needed in order to exploit the extensive functionality of Visual basic. Candidates develop dynamic real-world Windows applications and learn how to package and deploy them.

Course Format: Lecture

Manadatory Prerequisites: Bachelor Degree in Computer Science or Relevant experience required.

Coursr Length: 40 hours

Minimum students: 5 **Maximum students:** 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$7,917.75

Course Title: VISUAL BASIC.NET: PROGRAMMING

Course Description: This hands-on course provides the practical knowledge and programming skills to build distributed VB.NET combination of components and object-oriented syntax to offer increased reusability.

Course Fromat: Lecture

Manadatory Prerequisites : Bachelor Degree in Computer Science or Relevant experience required.

Coursr Length: 40 hours

Minimum students: 5 **Maximum students:** 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$7,917.75

Course Title: Oracle 10g: Architecture and Administration

Course Description: In this course, you will learn to identify and describe the architecture of an Oracle10g database, the main features of an Oracle10g server. Upon successful completion of this course, you will be able to manage an Oracle8i instance and users and security through the use of roles and privileges.

Course Format: Lecture

Mandatory Prerequisites: Bachelor Degree in Computer Science or Relevant experience required.

Coursr Length: 32 hours

Minimum students: 5 **Maximum students:** 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$7,917.75

Course Title: Oracle 10g: Fundamentals

Course Description: In this course you will learn about basic database concepts. Upon completion of this course you will be able to describe data modeling components and work step-by-step through the normalization process.

Course Format: Lecture

Mandatory Prerequisites: Bachelor Degree in Computer Science or Relevant experience required.

Coursr Length: 24 hours

Minimum students: 5 **Maximum students:** 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$7,917.75

Course Title: Oracle 10g: SQL

Course Description: In this course, you will learn about SQL, PL/SQL, and SQL*Plus. Upon completion of this course, you will be able to use SQL*Plus commands, and restrict and sort data.

Course Format: Lecture

Manadatory Prerequisites: Bachelor Degree in Computer Science or Relevant experience required.

Coursr Length: 40 hours

Minimum students: 5 **Maximum students:** 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$8,993.00

Course Title: Oracle Developer: Creating Functional Reports

Course Description: In this course, you will learn to identify the Oracle Reports Wizards, use the Live Previewer to modify reports, create reports using report templates, and create queries and groups in the Reports Data Model. Upon completion of this course, you will be able to create and add columns to reports, and identify the components of the Reports Layout Model.

Course Fromat: Lecture

Mandatory Prerequiasite: Bachelor Degree in Computer Science or Relevant experience required.

Coursr Length: 32 hours

Minimum students: 5

Maximum students: 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$7,917.75

Course Title: Oracle Developer: Intro to Forms Design

Course Description: In this course you will learn to identify the components of Oracle Developer, create a basic Form Module, create Input and Non-Input items in a Form Module, and describe Form Triggers and built-ins. Upon completion of this course, you will be able to create Form Triggers, make a Form module user-friendly and easily navigable, and identify the components used to build a List of Value in a Form.

Course Format: Lecture

Mandatory Prerequisites : Bachelor Degree in Computer Science or Relevant experience required.

Course Length: 40 hours

Minimum students: 5

Maximum students: 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$8,993.00

Course Title: Oracle Developer: PL/SQL Functional Process

Course Description: In this course you will review the basics of PL/SQL, and be introduced to Procedure Builder and Cursors. The concepts, uses, and benefits of Procedures and Functions are also explained. Upon completion of this course you will be able to use SQL*Plus and Procedure Builder to write and execute Procedures and Functions

Course Format: Lecture

Mandatory Prerequisite: Bachelor Degree in Computer Science or Relevant experience required.

Course Length: 32 hours

Minimum students: 5

Maximum students: 15

Locations: Client Site or 1305 Worthington Woods Blvd, Columbus, Ohio 43085

Class Schedules: On Demand

Price: \$7,917.75

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/Professional 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 I-FSS-60 Performance Incentives (April 2000)

- 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.
- 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. **Page 2 of 4**

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

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I OCT 2008) (DEVIATION I - FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts 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 (Dec 2007) 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 Professional Services.

9. INDEPENDENT CONTRACTOR

All IT/Professional 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/Professional 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 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) 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 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) 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: **Page 4 of 4**

(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.

SECTION B

IT PROFESSIONAL SERVICE DESCRIPTIONS

Comtech Global, Inc.
IT Professional Service Descriptions

SIN: 132-51 Information Technology Professional Services

FPDS Code D302

IT Systems Development Services

These services focus on creating, designing or reengineering project processes and business procedures. Working through out the full lifecycle of both industry specific methodologies or homegrown methodologies are also included. Enterprise Resource Planning (ERP) and Customer Relationship Management (CRM) services include package selection, project management, business process design / re-engineering, system configuration, technical infrastructure support, testing, and training. Other services included would be for data mining strategies, data warehousing, and implementation support. Business intelligence tools are supported to support data warehousing requirements. Also, provided are web applications design and custom interfaces for business users. Systems Development Services include:

- Configuration Management
- Full Life Cycle Methodology
- Project Management
- Requirements Analysis
- Application Development
- Software Development
- System Design and Analysis
- User Interface Design and Development

FPDS Code D306

IT Systems Analysis Services

Services in this area include working with different groups to gather necessary information for different projects and formulate concepts for business modeling and document requirements. This includes the identification of functional and technical requirements, project cost-benefits, return-on-investment, risk analysis (purchase vs. buy), and project documentation. Full lifecycle methodology with multiple approaches using industry or homegrown methodologies is also included. Systems Analysis Services include:

- Web/Internet Applications
- Hardware and software Architecture
- Functional Systems Design
- Database Design
- Application Security
- Information/Detection/Prevention Security
- Performance Assessment
- Problem Mitigation

- Quality Assurance
- Configuration Management
- Documentation
- Cost-Benefit Analysis
- Risk Assessment and Mitigation
- Requirements Documentation

Services include the ability to take business requirements and infrastructure needs to build a best case scenario to share data and connect processes between multiple systems or applications. We develop applications and infrastructure by combining core components to support a client's key business functions and processes. Applications may reside on different hardware operating systems across multiple platforms. Sometimes different tools are used to automatically generate code and test systems. We create prototypes and design documentation for development of small to large complex systems to provide clear design requirements and to confirm business operations and database design. Full lifecycle methodology with multiple approaches using industry or homegrown methodologies is provided.

Requirements Analysis

- Requirements gathering
- Functional and technical Requirements
- Organizational Requirements
- Adherence to necessary Standards Compliance
- Testing Procedures
- Code Change Control Procedures

Preliminary Design

- Hardware and software Architecture
- Technical Assessment
- Cost-Benefit Analysis
- Risk Analysis
- Logical Database Design
- Functional Description
- Systems Design

Detailed Design

- Software Component Specification
- Hardware Component Specification
- Physical Database Design
- End User Interface Design
- Implementation and Configuration Planning
- Data Dictionary

System Implementation

- Software Development and Integration
- Hardware Integration
- Database Population
- Post Production QA

System Testing

- Unit and Module Testing
- Integration Testing
- Customer Acceptance Testing
- Configuration Audits

Configuration Management

Quality Assurance

FPDS Code D308

Programming Services

Programming Services include a wide variety of applications and protocols with the full lifecycle methodology with multiple approaches using industry or homegrown methodologies included. Programming Services includes:

Languages

- C#
- MS Visual C++
- Java
- Visual Basic 6.0
- BPML
- T-SQL, PL/SQL
- HTML
- XPath
- XML
- UNIX Shell Scripting
- HL7

Environments

- MS Windows 98, NT, 2000, XP.Net
- UNIX /LINUX/BSD/Mainframe/ISeries

Databases

- SQL Server
- Progress
- Oracle
- MS Access

Tools

- Net Studio

- IBM Websphere Developer Studio
- Symantec Visual Café
- MS Visual Developer Studio 6.0

Internet & Intranet

- ASP.Net
- ASP 3.0
- JSP
- Web 2.0

HTTP and Proxy Server

- IIS 4/5/6
- Apache
- IBM Websphere
- MS IAS

Security /Firewalls

E-Mail Server (SMTP and POP3)

Web Page Design (HTML, XML, JAVA, Active-X)

FPDS Code D311

IT Data Conversion Services

Data Migration Services: These services include the ability to extract and migrate data from disparate applications to data mining or data warehouse environments. Full lifecycle methodology with multiple approaches using industry or homegrown methodologies is included. Database Conversion Services includes:

Data Warehousing and Mining

- Web-based information delivery
- Focused data repositorie

Database Architecture and Design

- Business Information Analysis
- Cognos
- Brio
- Logical Modeling
- Informatica ETL

Database Administration

- Oracle
- Microsoft SQL Server
- Progress

Back-end Development and Tuning

- Application Performance Tuning
- Custom development
- Oracle, Progress and MS SQL Server

FPDS Code D316

IT Network Management Services

Network Assessment & Planning

Network Engineering

- WAN/LAN Architecture and Design
- Remote Access
- Capacity Planning

Firewall Configuration

Network Support and Upgrades

Tuning

- Performance planning and analysis
- Capacity planning and analysis

E-mail Configuration and Maintenance

- Lotus Notes
- MS Outlook and Exchange

Server Upgrades

SECTION C

IT LABOR CATEGORY DESCRIPTIONS

COMTECH GLOBAL, INC.
LABOR CATEGORY DESCRIPTIONS

Commercial Job Title: Project Manager

Minimum/General Experience

This Position requires a minimum of six years of experience in IT Project management. Experience includes: provides management and direction on clients requirements, experience in system development life cycle and various methodologies, maintain day to day communication with the team and client. Perform issue resolution and provide reviews.

Duties/Responsibilities

Serves as project manager and primary point of contact with client. Perform resource allocation and engagement, developing work plan and deliverables. Manage project scope and budget, project standards and deliverables and responsible for proper implementation and performance of the project.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Business Analyst 1

Minimum/General Experience

This position requires 5 – 7 years of experience in business processes translating system requirements into actionable project plans.

Duties/Responsibilities

Under direct supervision, serves as subject matter expert associated with content, processes and procedures associated with enterprise applications or other information systems. Applies functional knowledge to design and customization of workflow systems that provide seamless integration for client/server applications. Writes functional requirements, develops test plans and works with production issues.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Business Analyst II

Minimum/General Experience

This position requires a minimum of 10 years experience of growing responsibilities as a Business Analysts

Duties/Responsibilities

Under general supervision, serves as subject matter expert associated with content, processes, and procedures associated with enterprise applications or other information systems. Applies functional knowledge to design and customization of workflow systems that provide seamless integration for client/server applications. Writes functional requirements, develops test plans, and works with production issues.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Database Administrator

Minimum/General Experience

This position requires a minimum of 5 years experience with expertise in data structures.

Duties/Responsibilities

Through self-directed activities, applies knowledge of computer science concepts and techniques in the design, development, installation and maintenance of relational databases to satisfy data acquisition and management challenges. Leads, plans, schedules, and controls complex database administration initiatives with customers, support groups, and vendors on concurrent projects. Plans and budgets staff and database resources. When necessary, reallocates resources to maximize benefits. Prepares and delivers presentations on database management systems (DBMS) concepts.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Database Analyst/Programmer

Minimum/General Experience

This position requires a minimum of 7 years experience with moderate complex systems.

Duties/Responsibilities

Under general supervision, designs, implements, and maintains moderately complex databases. Includes maintenance of database dictionaries and integration of systems through database design. Competent to work on most phases of database administration, but may require some instruction and guidance in other phases

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Enterprise Architect

Minimum/General Experience

This position requires a minimum of 10 years of experience developing architectural modules.

Duties/Responsibilities

Expert in leading activities surrounding design, development, execution, and deployment of an Enterprise Architecture Program. Defines and develops baseline architecture models and identifies and recommends appropriate application of enterprise architecture to meet specific business needs.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: ERP Project Manager

Minimum/General Experience

This position requires a minimum of 10 years experience leading large projects.

Duties/Responsibilities

The ERP Project Manager leads a segment of an ERP implementation. The manager is in charge of the overall structure of the ERP team, the timetable daily integration of the consulting team with regular client employees. The project manager utilizes a planning tool such as Microsoft Project to monitor each task or subtask to assure compliance with the project milestones. Must have, at a minimum ERP vendor approved certification in 1 or more areas of expertise. Experienced serving as the focal point between the Contractor and the Gov't; communicate effectively at all organizational levels.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Information Assurance Consultant

Minimum/General Experience

This position requires a minimum of 10 years experience expertise in administrative policies, procedures and controls.

Duties/Responsibilities

Under general direction, responsible for all activities relating to information assurance procedures and systems. Develops information systems assurance programs and control guidelines. Confers with and advises subordinates on administrative policies and procedures and resolving technical problems, priorities, and methods. Consults with and advises other sections regarding internal controls and security procedures. Prepares activity and progress reports relating to the information systems audit function.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Program Manager

Minimum/General Experience

This position requires 10 years experience that has the ability to lead teams and direct both technical and functional projects.

Duties/Responsibilities

Under direct supervision, has duties of instructing, directing, and checking the work of other project engineers. Responsible for the completion of assigned engineering projects within budgetary and scheduling guidelines. Leads a group of engineers, analysts, and/or technicians assigned for the duration of a project or may function as ongoing lead within a group of engineers associated with one or more technical areas within the telecom function (such as, but not limited to, network design, engineering, implementation, or operations/user support). Does not have formal supervisory responsibilities, although may provide input for (project) team member performance appraisals.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Programmer I

Minimum/General Experience

This position requires a minimum of 5 years experience that has the ability to perform under general supervision.

Duties/Responsibilities

Under the direct supervision, maintains one of the specific systems and associated sub-systems. Maintains debugs and configures related software systems. Provides operating systems planning and evaluation for performance analysis, capacity planning and hardware upgrades. Interfaces with other client groups to resolve user problems, setting standards and improving overall efficiency of the operating system. Codes, tests and implements tools for operations automation. Assists in the planning and conversion for new hardware/software products.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Programmer II

Minimum/General Experience

This position requires a minimum of 7 years of experience and the ability to work under general direction.

Duties/Responsibilities

Under minimal direction, provides specialized expertise within multiple systems, software disciplines, as well as general knowledge of related disciplines, applications implications, and customer areas. Responsible for performing in-depth analysis and technical support of systems software products, including complex problem resolution, design, development, testing, operational integration, and user support. Assists other senior Software SE with customization, installation maintenance, setting of standards, and optimizing product performance.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Programmer III

Minimum/General Experience

This position requires 10 years experience and acts independently and provides top level expertise.

Duties/Responsibilities

Acts independently or under the most general direction, provides top-level technical expertise, including performing in-depth and complex software systems programming and analysis. Main responsibilities include problem resolution and providing technical leadership for the group. Possesses broad knowledge of internal operating systems, applications implications and customer areas. Leads planning and conversions of new software applications.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: QA Architect 1

Minimum/General Experience

This position requires a minimum of 7 years of experience and is involved in the software development life cycle to test software applications.

Duties/Responsibilities

Perform various tasks associated with IT professional services contract or project. Responsibilities may include, but are not limited to defining requirements, re-engineering business processes and/or defining and implementing operational procedures in the domain of the project. Activities are conducted under the oversight of a Senior Consultant, Senior Architect, Architect or Project Manager. Per manager direction is involved within the Software Development Lifecycle to test software applications and ensure that they meet specifications. Involved in design, development and execution of test cases, test reports, test plans, test schedules and procedures. Gathers and analyzes quality statistics and documents findings for management.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: QA Architect II

Minimum/General Experience

This position requires a minimum of 10 years of experience and is involved in the software development life cycle to test software applications.

Duties/Responsibilities

Senior consultant for a contract/order/project. Performs engineering (and/or systems engineering) functions as required for the defined project. These may include producing requirements, possibly including use cases; re-engineering business processes and/or defining and implementing operational procedures in the domain of the project. Ability to test software applications and ensure that they meet specifications. Involved in design, development and execution of test cases, test reports, test plans, test schedules and procedures. Gathers and analyzes quality statistics and documents findings for

management. Experience in multiple aspects of the business process and the system development life cycle. Must have demonstrated verbal/written communication skills

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: QA Architect III

Minimum/General Experience

This position requires a minimum of 10+ years of experience and is involved in the software development life cycle to test software applications.

Duties/Responsibilities

Lead consultant for a contract/order/project. May interface to customer and perform some project management functions as well. Performs engineering (and/or systems engineering) functions as required for the defined project. These may include producing requirements, possibly including use cases; re-engineering business processes and/or defining and implementing operational procedures in the domain of the project. A leader within the Software Development Lifecycle to test software applications and ensure that they meet specifications. Involved in design, development and execution of test cases, test reports, test plans, test schedules and procedures. Gathers and analyzes quality statistics and documents findings for management. Experience in multiple aspects of the business process and the system development life cycle. Must have demonstrated verbal/written communication skills

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Quality Assurance Analyst I

Minimum/General Experience

This position requires a minimum of 5 years experience with information systems standards and end user requirements and assisting with software testing.

Duties/Responsibilities

Under direct supervision, carries out procedures to ensure that all information systems products and services meet organization standards and end-user requirements. Assists in the testing of software to ensure proper operation and freedom from defects. Documents and works to resolve basic problems. Reports progress on problem resolution to management. This position is staffed by beginners who have had sufficient educational background and/or experience to qualify them to start in quality assurance analysis.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Quality Assurance Analyst II

Minimum/General Experience

This position requires a minimum of 7 years experience with information systems standards and end user requirements and assisting with software testing.

Duties/Responsibilities

Under general supervision, carries out procedures to ensure that all information systems 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 quality improvements.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Quality Assurance Analyst III

Minimum/General Experience

This position requires a minimum of 10+ years experience with information systems standards and end user requirements and assisting with software testing.

Duties/Responsibilities

Under general direction, carries out procedures to ensure that all information systems 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 Quality Assurance Analysts. Performs complex workflow analysis and recommends quality improvements.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Software Consultant

Minimum/General Experience

This position requires 5 years of experience with overall knowledge in software development, system documentation, program implementation and report development.

Duties/Responsibilities

The Software Consultant of the ERP implementation team performs a variety of tasks as assigned by the functional or technical consultants. A software consultant does not have vendor approved certification, they work under the supervision of ERP functional and technical consultants in the following areas: Preparation of documentation, Development of training materials, Analysis of reports and data to assure compliance with the goals of configuration, Conduct user surveys. The Software Consultant is familiar with doing analysis work and utilizing computer tools to present graphic representations of solutions

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Solutions Architect

Minimum/General Experience

This position requires a minimum of 10 years experience with ability to solve specific business problems.

Duties/Responsibilities

Under general supervision, can manage activities surrounding the technical design of initiatives that solve specific business needs, specializes in component-based architecture and reuse, defines and recommends initiative blueprints and validates system architectures to ensure they leverage deployment of technologies that are proven, stable, interoperable, portable, secure, and scalable.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Senior Solutions Architect

Minimum/General Experience

This position requires a minimum of 15 years experience with ability to solve specific business problems for a complex system.

Duties/Responsibilities

Top-level expert in leading activities surrounding technical design of initiatives that solve specific business solution, specializes in component-based architecture, defines conceptualization, recommends and validates solutions to leverage current technologies. Performs highly complex assignments with considerable latitude and interfaces with customer to provide high level recommendation and guidance.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: System Test Analyst I

Minimum/General Experience

This position requires 5 years experience with testing requirements to ensure they meet the business process.

Duties/Responsibilities

Perform various testing tasks associated with IT professional services contract or project. Responsibilities may include, but are not limited to defining requirements, re-engineering business processes and/or defining and implementing operational procedures in the domain of the project. Activities are conducted under the oversight of a Senior Consultant, Senior Architect, Architect or Project Manager

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: System Test Analyst II

Minimum/General Experience

This position requires 7 years experience with testing requirements to ensure they meet the business process.

Duties/Responsibilities

Senior consultant for testing all aspects of a project. Performs engineering (and/or systems engineering) function testing as required for the defined project. These may include producing requirements, possibly including use cases; re-engineering business processes and/or defining and implementing operational procedures in the domain of the project. Experience in multiple aspects of the business process and the system development life cycle. Must have demonstrated verbal/written communication skills

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: System Test Analyst III

Minimum/General Experience

This position requires 10 years experience with testing requirements to ensure they meet the business process and implementing software solutions.

Duties/Responsibilities

Lead testing consultant for a contract/order/project. May interface to customer and perform some project management functions as well as leading the testing efforts of the project. Performs engineering (and/or systems engineering) functions as required for the defined project and testing efforts for the project life cycle. These may include producing requirements, possibly including use cases; re-engineering business processes and/or defining and implementing operational procedures in the domain of the project. Experience in multiple aspects of the business process and the system development life cycle. Must have demonstrated verbal/written communication skills

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: System Administrator

Minimum/General Experience

This position requires 7 years of minimum experience with installing , configuring and maintain operating systems.

Duties/Responsibilities

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..

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Systems Analyst I

Minimum/General Experience

This position requires a minimum of 5 years experience in the analysis to develop or modify information systems.

Duties/Responsibilities

Under immediate supervision, assists in research and fact-finding to develop or modify information systems. Assists in preparing detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. May use CASE tools.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Systems Analyst II

Minimum/General Experience

This position requires a minimum of 7 years experience in the analysis to develop or modify information systems.

Duties/Responsibilities

Under general supervision, formulates and defines system scope and objectives through research and fact-finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Competent to work on most phases of applications systems analysis activities, but requires instruction and guidance in other phases. May use CASE tools.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: System Analyst III**Minimum/General Experience**

This position requires a minimum of 10 years experience in leading efforts to define systems scopes, develop or modify information systems to meet project objectives.

Duties/Responsibilities

Under general direction, formulates/defines system scope and objectives based on user needs. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary. Competent to work at the highest technical level of all phases of applications systems analysis activities. May use CASE tools.

Minimum Education

Bachelor Degree Computer Science related field.

Commercial Job Title: Training Manager**Minimum/General Experience**

This position requires a minimum of 7 years of hands on training development with a broad breadth of experience establishing educational programs.

Duties/Responsibilities

Responsible for all activities associated with education programs. Advises on administrative policies and procedures, technical problems, priorities, and methods. Assigns personnel to the various training tasks and directs their activities, reviews and evaluates their work, conducts performance appraisals and makes decisions on personnel.

Minimum Education

Bachelor Degree Computer Science related field.

**COMTECH GLOBAL, INC.
APPROVED GSA RATES**

Job Title	Approved GSA Rates
Project Manager	\$ 96.72
Business Analyst I	\$ 89.38
Business Analyst II	\$ 107.60
Database Administrator	\$ 98.24
Database Analyst/ Programmer	\$ 109.47
Enterprise Architect	\$ 176.84
ERP Project Manager	\$ 167.43
Information Assurance Consultant	\$ 147.63
Program Manager	\$ 152.35
Programmer I	\$ 73.41
Programmer II	\$ 80.02
Programmer III	\$ 88.88
QA Architect I	\$ 101.60
QA Architect II	\$ 111.34
QA Architect III	\$ 126.91
Quality Assurance Analyst I	\$ 65.49
Quality Assurance Analyst II	\$ 93.43
Quality Assurance Analyst III	\$ 130.99
Software Consultant	\$ 59.09
Solutions Architect I	\$ 146.49
Senior Solutions Architect	\$ 172.73
System Test Analyst I	\$ 69.01
System Test Analyst II	\$ 83.55
System Test Analyst III	\$ 85.90
System Administrator	\$ 116.86
System Analyst I	\$ 82.81
System Analyst II	\$ 126.91
System Analyst III	\$ 153.65
Training Manager	\$ 116.96

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

(Name of Company) 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 Sridhar Nannpaneni (Sri) , **President, Comtech Global, Inc., 1305 Worthington Woods Bvd, Suite 112, Columbus, Ohio 43085, 614-796-1148 ext. 1002 (p) 614-423-2526 (fax).**

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

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:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(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:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

(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.

BASIC GUIDELINES FOR USING “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 of 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 customer's 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.