## PRCCURSMENT SSRvCES

### SMALL BUSINESS NAICS; EMERGING SMALL BUSINESS

**SERVICE DISABLED VETERAN OWNED SMALL BUSINESS**

### TECHNICAL SOURCE

**GS-35F-43689**

**OFFER DATE/LOCATION TIME**

**OFFER DUE DATE/LOCATION TIME**

### CONTACTOR

**Germaine Myles**

### TELEPHONE NUMBER

(301) 504-7669

### ISSUE BY

CONSUMER PRODUCT SAFETY COMMISSION

DIV OF PROCUREMENT SERVICES

4330 EAST WEST HWY

ROOM 517

BETHESDA MD 20814

### DELIVER TO

CONSUMER PRODUCT SAFETY COMMISSION

DIV OF TECHNOLOGY SERVICES

4330 EAST WEST HIGHWAY

BETHESDA MD 20814

### CONTRACTOR/CONTRACTOR

CONSUMER PRODUCT SAFETY COMMISSION

DIV OF FINANCIAL SERVICES

4330 EAST WEST HWY

ROOM 522

BETHESDA MD 20814

### TELEPHONE

301-340-3861

### SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 158 UNLESS BLOCK BELOW IS CHECKED, SEE ADDENDUM

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>SCHEDULE OF SUPPLIES SERVICES</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>0001</td>
<td>Part number: 7747879 MPG# 7206VRXG2/2+VPN K9 7206VRX NPE-G2 VAM2+CT260-JC-P Router Security Bundle Cisco</td>
<td>3 EA</td>
<td>17,464.00</td>
<td>$52,392.00</td>
<td></td>
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Continued ...

(Use Reverse and/or Attach Additional Sheets as Necessary)

### ACCOUNTING AND APPROPRIATION DATA

**0100A100CC-2010-99945000000-EXITIT2400-311E0**

**$74,470.68**

### AWARD OF CONTRACT REFER

Quote#2582143.04 OFFER DATED 05/25/2010 YO UR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS.

### SIGNATURE OF OFFEROR/CONTRACTOR

**Rudi M. Johnson**

Date: 6/1/2010

STANDARD FORM 1449 (REV. 12/2005)

Prepared by GSA - FAR (48 CFR) 52.212
<table>
<thead>
<tr>
<th>ITEM NO</th>
<th>SCHEDULE OF SUPPLIES/SERVICES</th>
<th>21. QUANTITY</th>
<th>22. UNIT</th>
<th>23. UNIT PRICE</th>
<th>24. AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>0002</td>
<td>Part number: 8572804 MFG# 972PAISK9-12415T IOS Advanced IP Services 12.4(15)T, Complete Package Cisco</td>
<td>3 EA</td>
<td>2,729.00</td>
<td>8,187.00</td>
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<tr>
<td>0003</td>
<td>Part number: 174965 MFG# PWR-7200-AC+ SMART 7200 AC Power Supply Cisco</td>
<td>3 EA</td>
<td>1,847.56</td>
<td>5,542.68</td>
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<tr>
<td>0004</td>
<td>Part number: 9394917 MFG# CON-SNT-7206G22+ SMARTnet 8X5 Next Business Day 720€ Cisco/service</td>
<td>3 EA</td>
<td>2,783.00</td>
<td>8,349.00</td>
<td></td>
</tr>
</tbody>
</table>

The total amount of award: $74,470.68. The obligation for this award is shown in box 26.
LC 1A CONTRACTOR'S NOTE

Deliveries and/or shipments shall not be left at the Loading Dock. All deliveries shall be considered “inside deliveries” to the appropriate room at the Consumer Product Safety Commission (CPSC) and in accordance with the instructions below. When scheduling deliveries the purchase order number shall always be referenced and all packages shall clearly display the Purchase Order Number on the outside of the cartons and/or packages, to include the packing slip.

ATTENTION GOVERNMENT VENDOR

A. DELIVERY INSTRUCTIONS:

1. DELIVERY INSTRUCTIONS FOR LARGE OR HEAVY ITEMS:

If the shipment or item being delivered requires use of a loading dock, advance notification is required. The contractor shall contact the Shipping and Receiving Coordinator at (301) 366-7018 or Iris Parks, Facilities Management & Support Services Branch (301) 504-7078, forty-eight (48) hours in advance of the date the items are to arrive to schedule use of the loading dock.

LOADING DOCK HOURS OF OPERATION:

9:00 am to 11:00 am or 1:30 pm to 4:00 pm
Monday through Friday (except holidays)

Please notify contact person if there is a change in the delivery date. For changes, delays, or assistance please contact CPSC as follows:

Facilities Management Support Services (301) 504-7085
and
Project Officer: Jim Bullman (301) 504-7006

Upon arrival, the driver should contact the CPSC Guard, 301-504-7721, at the loading dock to obtain assistance in using freight elevators and to gain access to CPSC security areas.

2. DELIVERY INSTRUCTION FOR SMALL ITEMS

When delivering or shipping small items, the contractor and/or carrier service shall report to the 4th floor lobby, North Tower, 4330 East West Highway, to sign in with the CPSC guard. Upon completion of signing in, the contractor shall deliver all shipments to the Mail Room. After delivery, delivery personnel shall promptly depart the building.

MAIL ROOM HOURS OF OPERATION:
Monday through Friday (except holidays) – 7:30 am to 5:00 pm

**B. BILLING INSTRUCTIONS**

Pursuant to the Prompt Payment Act (P.L. 97-177) and the Prompt Payment Act Amendments of 1988 (P.L. 100-496) all Federal agencies are required to pay their bills on time, pay interest penalties when payments are made late, and to take discounts only when payments are made within the discount period. To assure compliance with the Act, vouchers and/or invoices shall be submitted on any acceptable invoice form which meets the criteria listed below. Examples of government vouchers that may be used are the Public Vouchers for Purchase and Services Other Than Personal, SF 1034, and Continuation Sheet, SF 1035. At a minimum, each invoice shall include:

1. The name and address of the business concern (and separate remittance address, if applicable).
2. Taxpayer Identification Number (TIN).
3. Invoice date (use of invoice number in addition to invoice date is prudent but not required).
4. The contract or purchase order number (see block 2 of OF347 and block 4 of SF1449 on page 1 of this order), or other authorization for delivery of goods or services.
5. Description, price and quantity of goods or services actually delivered or rendered.
6. Shipping cost terms (if applicable).
7. Payment terms.
8. ACII Vendor Information which includes: the Financial Institution, routing transit number, and depositor account number. In addition please specify whether account is a checking account or savings account.
9. Other substantiating documentation or information as specified in the contract or purchase order.
10. Name (where practicable), title, phone number and mailing address of responsible official to be notified in the event of a deficient invoice.

**ORIGINAL VOUCHERS/INVOICES SHALL BE SENT TO:**

Accounting Officer  
Div. of Financial Services, Room 522  
U.S. Consumer Product Safety Commission
Invoices not submitted in accordance with the above stated minimum requirements will not be processed for payment. Deficient invoices will be returned to the vendor within seven days or sooner. Standard forms 1034 and 1035 will be furnished by CPSC upon request of the contractor.

C. PAYMENT

Payment will be made as close as possible to, but not later than, the 30th day after receipt of a proper invoice as defined in “Billing Instructions,” except as follows:

When a time discount is taken, payment will be made as close as possible to, but not later than, the discount date. Discounts will be taken whenever economically justified. Otherwise, late payments will include interest penalty payments. Inquiries regarding payment should be directed to the Accounting Officer at (301) 504-7203 or 301-504-7130 or at the following address:

Accounting Officer  
Div. of Financial Services, Room 522  
U.S. Consumer Product Safety Commission  
4330 East-West Hwy  
Bethesda, MD 20814

Complaints related to the late payment of an invoice should be directed to Deborah Peebles Hodge, Director, Division of Financial Services at the same address (above).

D. INSPECTION & ACCEPTANCE PERIOD

The Commission at the destination point within three (3) working days after the date of receipt shall inspect all materials/services. The CPSC contact person will transmit disapproval, if appropriate.

E. ALL OTHER INFORMATION RELATING TO THE PURCHASE ORDER

Contact: Mrs. Germaine Myles (301) 504-7669

F. PROCESSING INSTRUCTIONS FOR REQUESTING OFFICES

The Purchase Order/Receiving Report (Optional Form 347 or Standard Form 1449) must be completed at the time the ordered goods or services are received. Upon receipt of the goods or services ordered, each item should be inspected, accepted (partial or final) or rejected. The Purchase Order/Receiving Report must be appropriately completed, signed
and dated by the authorized receiving official. In addition, the acceptance block shall be completed (Blocks 32 a, b & c on the SF 1449 and column G and page 2 of the OF 347). The receiving report shall be retained by the requesting office for confirmation when certifying invoices.

**G. PROPERTY/EQUIPMENT PURCHASES**

In the case of Purchase Orders/Receiving Reports involving the purchase and receipt of property/equipment, a copy of the Purchase Order/Receiving Report must also be immediately forwarded directly to the Facilities Management Chief (Iris Parks) in the Facilities Management Support Services Branch (Room 416A). The transmittal of Purchase Orders/Receiving Reports to the property management officer is critical to the integrity and operation of CPSC’s Property Management System. Receiving officials should also forward copies to their local property officer/property custodian consistent with local office procedures.