### Solicitation/Contract/Order for Commercial Items

**Offerer:** Consumer Product Safety Commission (CPSC)  
**Location:** 4330 East West Hwy, Room 523, Bethesda MD 20814

**Proposal Number:** CPSC-F-15-0041

**Due Date:** 301-504-7045

#### Solicitation Information Call

- **Name:** Renita Smith

#### Delivery of Project Information

- **Location:** Consumer Product Safety Commission, Directorate for Laboratory Sciences, 4330 East West Hwy, Room 523, Bethesda MD 20814

**Contractor/Offeror:** Government Scientific Source, Inc.  
**Location:** 12351 Sunrise Valley Drive, Reston, VA 20191-3415

**Method of Solicitation:** RFQ

#### Payment

**Bank:** CPSC Accounts Payable Branch  
**Address:** AMZ 160, P.O. Box 25710, Oklahoma City, OK 73125

### Solicitation Schedule

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>0001</td>
<td>Ultrawave Automatic Simultaneous Digestion System MCLA1001-60</td>
<td>1 EA</td>
<td>74,543.76</td>
<td>74,543.76</td>
</tr>
</tbody>
</table>

#### Accounting and Appropriation Data

- **Proposal Number:** 0100A15DB-2015-2401300000-EXHRO04200-311B0
- **Total Award Amount:** $78,156.39

#### Signature

**Signer:** Rudi M. Johnson

**Date Signed:** 4/31/15

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**Notes:**
- All items set forth or otherwise identified above and on any additional sheets subject to the terms and conditions specified.
- This offer is accepted as to items.

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**Standard Form 1449 (REV. 2/2012)**

**Prepared by:** GSA - FAR (48 CFR) 52.212
<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>0002</td>
<td>VIAL RACK, MCL00140. (Open Market)</td>
<td>1</td>
<td>EA</td>
<td>1,002.22</td>
<td>1,002.22</td>
</tr>
<tr>
<td>0003</td>
<td>PTFE VIAL CAP, DD00134. (GS-07F-5934R)</td>
<td>15</td>
<td>EA</td>
<td>25.74</td>
<td>386.10</td>
</tr>
<tr>
<td>0004</td>
<td>DISPOSABLE GLASS VESSELS, PACK OF 1000, 1000-UW-15. (Open Market)</td>
<td>1</td>
<td>EA</td>
<td>178.20</td>
<td>178.20</td>
</tr>
<tr>
<td>0005</td>
<td>RACK PLATE, MCL00299. (GS-07F-5934R)</td>
<td>1</td>
<td>EA</td>
<td>140.21</td>
<td>140.21</td>
</tr>
<tr>
<td>0006</td>
<td>INSTALLATION. (Open Market)</td>
<td>1</td>
<td>EA</td>
<td>1,500.00</td>
<td>1,500.00</td>
</tr>
<tr>
<td>0007</td>
<td>BUCK BOOST TRANSFORMER. (Open Market)</td>
<td>1</td>
<td>EA</td>
<td>405.90</td>
<td>405.90</td>
</tr>
</tbody>
</table>

The total amount of award: $78,156.39. The Continued ...

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED  ☐ INSPECTED  ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED:

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32c. DATE

32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER

34. VOUCHER NUMBER

35. AMOUNT VERIFIED CORRECT FOR

36. PAYMENT

☐ COMPLETE  ☐ PARTIAL  ☐ FINAL

37. CHECK NUMBER

38. SIR ACCOUNT NUMBER

39. SIR VOUCHER NUMBER

40. PAID BY

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT

41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

41c. DATE

42a. RECEIVED BY (Print)

42b. RECEIVED AT (Location)

42c. DATE REC'D (YY/MM/DD)

42d. TOTAL CONTAINERS

STANDARD FORM 1449 (REV. 2/2012) BACK
The obligation for this award is shown in box 26.
Statement of Work
High Temperature Single Reaction Chamber Automatic Microwave Digestion System

Specifications: The Automatic Microwave Digestion System shall meet the following requirements:

1. Corrosion resistant- shall have stainless steel reaction chamber with PTFE liners to withstand the harsh chemical environments
2. Shall contain all safety interlocks and accessories to safely operate at temperature up to 300°C and pressure of 199 bar.
3. Shall have twin exhaust ducts for removal of acid vapors
4. Shall be capable of carrying out digestions in aqua regia
5. Must be capable of carrying out digestions in disposable glass vessels to avoid cross contamination
6. Must be capable of digesting at least 15 samples simultaneously
7. Must be able to digest any combination of sample types in one run safely with complete digestion
8. Must be capable of digesting up to 1 gram of organic material in each vessel during digestion run
9. Include touch screen controller with software that allows user to enter in digestion methods and make adjustments if needed.
10. Must include 1 day on-site installation and training
11. Warranty- Shall have a 1 year warranty to replace/repair any defect.
LC1A 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 240-477-5389 or Ralph King (301) 504-7113, 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) 504-7091
and
Contracting Officer’s Representative: David Cobb (301) 987-2051

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, Room 415. 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. **Do NOT** include Taxpayer Identification Number (TIN) on invoices sent via e-mail.

3. Invoice date.

4. Invoice number.

5. 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.

6. Description, price and quantity of goods or services actually delivered or rendered.

7. Shipping cost terms (if applicable).

8. Payment terms.

9. Other substantiating documentation or information as specified in the contract or purchase order.

10. Name, 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:

**U.S. Mail**
CPSC Accounts Payable Branch, AMZ-160
PO Box 25710
Oklahoma City, Ok. 73125
FEDEX
CPSC Accounts Payable Branch, AMZ-160
6500 MacArthur Blvd.
Oklahoma City, Ok. 73169

OR

Via email to:

9-AMC-AMZ-CPSC-Accounts-Payable@faa.gov

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.

Inquiries regarding payment should be directed to the Enterprise Service Center (ESC), Office of Financial Operations, Federal Aviation Administration (FAA) in Oklahoma City, 405-954-7467.

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 Debbie Young at 405-954-7467 or at the U.S. Mail and Fedex addresses listed above:

Complaints related to the late payment of an invoice should be directed to Eldona Canterbury at the same the same address (above) or 405-954-5351.

Customer Service inquiries may be directed to Adriane Clark at AClark@cpsc.gov.

D. INSPECTION & ACCEPTANCE PERIOD

Unless otherwise stated in the Statement of Work or Description, the Commission will ordinarily inspect all materials/services within seven (7) working days after the date of receipt. The CPSC representative responsible for inspecting the materials/services will transmit disapproval, if appropriate, to the contractor and the contract specialist listed below. If other inspection information is provided in the Statement of Work or Description, it is controlling.
E. ALL OTHER INFORMATION RELATING TO THE PURCHASE ORDER

Contact: Contract Specialist – Renita Smith at (301) 504-7045

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 Property Management Officer (Ralph King) in the Facilities Management Support Services Branch (Room 425). 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.