

ORDER FOR SUPPLIES OR SERVICES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 11/27/00		2. CONTRACT NO. (if any) GS-26F-1016B		6. SHIP TO:	
3. ORDER NO. DR-00-0084		4. REQUISITION/REFERENCE NO. 10070056		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission Office of the Chief Information Officer	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Division of Contracts and Property Mgt. Attn: Yvette Brown Contract Management Branch 2 Washington DC 20555				b. STREET ADDRESS ATTN: Gene Wood Mail Stop O-P1 33	
c. CITY Washington		d. STATE DC	e. ZIP CODE 20555		
a. NAME OF CONTRACTOR CANON U.S.A., INC.		f. SHIP VIA			
b. COMPANY NAME ATTN: Gary Bushillon Government Marketing Division		8. TYPE OF ORDER			
c. STREET ADDRESS 2110 Washington Blvd. - Suite 150		a. PURCHASE ORDER		b. DELIVERY/TASK ORDER	
d. CITY Arlington		e. STATE VA	f. ZIP CODE 22204	Reference your Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
9. ACCOUNTING AND APPROPRIATION DATA JOB CODE: D2384 B&R No. 010-15-524-110 BOC: 2570 FUND SOURCE: 31X0200.010 Obligation Amount: \$38,378.08			10. REQUISITIONING OFFICE OCIO/IMD/RSDD		
11. BUSINESS CLASSIFICATION (Check appropriate box(es))					
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED					
12. F.O.B. POINT Destination		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE	16. DISCOUNT TERMS
a. INSPECTION		b. ACCEPTANCE		10/1/99-09/30/2000	Net 30
17. SCHEDULE (See reverse for Rejections)					

ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	Delivery order for full service on-site maintenance for NRC owned Canon copiers listed in Attachment 1 for the period beginning October 1, 1999 through September 30, 2000. See Attachment 1 for monthly rates and serial numbers. Total estimated cost for the period \$38,378.08 NRC Project Officer: Gene Wood - 301-415-2070 Full service maintenance rates include all parts, labor, and travel. The contractor shall provide an 8 hour maximum response time from the receipt of NRC's call. All work shall be performed Monday through Friday between the hours of 7:30 a.m. through 4:15 p.m. Billing shall be submitted within 30 days of the subject month during this period of performance. Invoices shall include model, serial number, location of copier, and the purchase order number. Summary of billing is requested.					

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		SUBTOTAL
21. MAIL INVOICE TO:						17(h) TOTAL (Cont. pages)
a. NAME U.S. Nuclear Regulatory Commission Office of the Chief Financial Officer				b. STREET ADDRESS (or P.O. Box) Attn: GOV/COM Acctng. Section T-9H4 (submit invoice in duplicate)		\$38,378.08
c. CITY Washington		d. STATE DC	e. ZIP CODE 20555			
22. UNITED STATES OF AMERICA BY (Signature)						

Spence A. Fields

23. NAME (Typed)
for Sharon D. Stewart

TITLE: CONTRACTING/ORDERING OFFICER

TASK ORDER TERMS AND CONDITIONS**NOT SPECIFIED IN THE CONTRACT****A.1 NRC Acquisition Clauses - (NRCAR) 48 CFR Ch. 20**

2052.209-73 CONTRACTOR ORGANIZATIONAL CONFLICTS OF INTEREST

A.2 Other Applicable Clauses

- [] See Addendum for the following in full text (if checked)
- [] 52.216-18, Ordering
- [] 52.216-19, Order Limitations
- [] 52.216-22, Indefinite Quantity
- [] 52.217-6, Option for Increased Quantity
- [] 52.217-7, Option for Increased Quantity Separately Priced Line Item
- [] 52.217-8, Option to Extend Services
- [] 52.217-9, Option to Extend the Term of the Contract

A.3 ELECTRONIC PAYMENT

The Debt Collection Improvement Act of 1996 requires that all payments except IRS tax refunds be made by Electronic Funds Transfer. It is the policy of the Nuclear Regulatory Commission to pay vendors by the Automated Clearing House (ACH) electronic funds transfer payment system. The electronic system is known as Vendor Express. Payment shall be made in accordance with FAR 52.232-33, entitled "Mandatory Information for Electronic Funds Transfer Payment".

To receive payment, the contractor shall complete the "Company Information" portion of the Standard Form 3881, entitled "ACH Vendor/Miscellaneous Payment Enrollment Form" found as an attachment to this document. The contractor shall take the form to the ACH Coordinator at the financial institution that maintains its company's bank account. The contractor shall discuss with the ACH Coordinator how the payment

entification information (addendum record) will be passed to them once the payment is received by the financial institution. Further information concerning the addendum is provided at Attachment. The ACN Coordinator should fill out the "Financial Institution Information" portion of the form and return it to the Office of the Controller at the following address: Clear Regulatory Commission, Division of Accounting and Finance, Financial Operations Section, Mail Stop T-9-H-4, Washington, DC 20555, ATTN: ACH/Vendor Express. It is the responsibility of the contractor to ensure that the financial institution returns the completed form to the above cited address. If the contractor can provide the financial information, signature of the financial institutions ACH Coordinator is not required. The NRC is under no obligation to send reminders. Only after the Office of the Controller has processed the contractor's sign-up form will the contractor be eligible to receive payments.

Once electronic funds transfer is established for payments authorized by NRC, the contractor needs to submit an additional SF 3881 only to report changes to the information supplied.

Questions concerning ACH/Vendor Express should be directed to the Financial Operations staff at (301) 415-7520."

4 SEAT BELTS

Contractors, subcontractors, and grantees, are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.