

**ORDER FOR SUPPLIES OR SERVICES**

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

1 DATE OF ORDER 02-05-2003		2 CONTRACT NO (If any) NAS5-01139		6 SHIP TO	
3 ORDER NO DR-33-03-315		MODIFICATION NO		4 REQUISITION/REFERENCE NO CIO-03-315	
5 ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Division of Contracts Mail Stop: T-7-I-2 Contract Management Center 1 Washington, DC 20555				8 NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission WAREHOUSE	
7 TO				b STREET ADDRESS 5008 Boiling Brook Parkway Deliveries rec'd M-F 7:15 am-3:45 pm	
a NAME OF CONTRACTOR Compaq Federal LLC		b COMPANY NAME Attn: Claudia Onstad Phone# 800-727-5472 EXT 17232		c CITY Rockville	
c STREET ADDRESS 6406 Ivy Lane		d STATE MD		e ZIP CODE 20852	
d CITY Greenbelt		e STATE MD		f ZIP CODE 20770	
9 ACCOUNTING AND APPROPRIATION DATA Job Code: J1179 BOC: 252A OBLIGATE: \$33,476.66				10 REQUISITIONING OFFICE OCIO W11 Madison - MailStop:T6-C30 - EXT 7221	
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 FOB POINT Destination		14 GOVERNMENT B/L NO		15 DELIVER TO FOB POINT ON OR BEFORE February 24, 2003	
13 PLACE OF		16 DISCOUNT TERMS Net 30			
a INSPECTION		b ACCEPTANCE Mona C. Selden 301-415-7907			

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)
	THIS IS A SEWP III ORDER					
	In accordance with the provisions of the NASA Interagency Scientific Engineering Workstation Procurement (SEWP), the NRC is purchasing the attached list of equipment as stated on Compaq Federal LLC's 2/4/03 price quotation.					
	<i>[Signature]</i> 2/5/03 Myron Kemerer, IPOC/OCIO Official					
	TOTAL PRODUCTS COST	1	EA	33,277.00	\$33,277.00	
	NASA Fee	1	EA	199.66	\$199.66	
	Reference Quote # GA250378 dated February 4, 2003 SEWP III Contract No. NAS5-01139 A copy of this order was faxed to NASA on February 5, 2003. NOTE: DELIVERY REQUIRED BY FEBRUARY 24, 2003.					

18 SHIPPING POINT		19 GROSS SHIPPING WEIGHT		20 INVOICE NO		\$33,476.66	SUBTOTAL
21 MAIL INVOICE TO							
a NAME U.S. Nuclear Regulatory Commission Division of Contracts							
b STREET ADDRESS (or P O Box) Mail Stop: T-7-I-2 Attn: DR-33-03-315							
c CITY Washington		d STATE DC		e ZIP CODE 20555		\$33,476.66	17(h) GRAND TOTAL

22 UNITED STATES OF AMERICA BY (Signature) <i>[Signature: Mona C. Selden]</i>	23 NAME (Typed) Mona C. Selden Contracting Officer TITLE CONTRACTING/ORDERING OFFICER
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TEMPLATE - ADM001

OPTIONAL FORM 347 (6/95)  
ADM002



## DELIVERY ORDER TERMS AND CONDITIONS NOT SPECIFIED IN THE CONTRACT

### A.1 NRC ACQUISITION CLAUSES - (NRCAR) 48 CFR CH. 20

### 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 identification 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: Nuclear 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 NRC 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."

#### A.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.