AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID NO.	PAGE OF PAGES	
			1	2

2. AMENDMENT/MODIFICATION NO. Four (4)	3. EFFECTIVE DATE August 18, 2004	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (if applicable)

6. ISSUED BY	CODE		7. ADMINISTERED BY (if other than Item 6)	CODE

National Institutes of Health
Office of Logistics and Acquisition Operations, OD
6011 Executive Boulevard, Room 537C, MSC 7663
Bethesda, Maryland 20892-7663

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)	(**T**)	9A. AMENDMENT OF SOLICITATION NO. 263-04P(GK)-0032

ALL OFFERORS

	X	9B. DATED (SEE ITEM 13) July 13, 2004
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED (SEE ITEM 13)

CODE	FACILITY CODE

11. THIS ITEM APPLIES TO AMENDMENTS OF SOLICITATIONS

X	The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers		is extended,		is not extended.

Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning _____10_____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(**T**)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor | | is not, | | is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

THE PURPOSE OF THIS AMENDMENT IS TO:

1) Answer a question pertaining whether the Servicie Provider is required to input data into SYSFAS.
2)

THE DUE DATE AND TIME FOR RECEIPT OF PROPOSALS REMAINS 8/26/04 AT 1:00 P.M. LOCAL TIME.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Henry Dove
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign.)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)	16C. DATE SIGNED August6, 2004

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30-105

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

1) **Will the SP be required to input data into SYSFAS, if so to what detail?**

The SP would be responsible for inputting job data into ssfas. The extent would be receiving the job, charging the X# in ssfas, tracking the job in ssfas if needed, maintaining the unbilled jobs report, etc. The SP doesn't need certification to operate ssfas, but the sp would be required to take the delpro class to learn the operation of ssfas.

The preparation and workflow of data into ssfas is a necessary component of providing the service. SSFAS is required,for the SP to interface

with NIH mandated internal business processes and systems. . CIT (IMS Help Desk) should be able to train or assist with the introduction to ssfas and existing staff may also be a resource.

This would not be an issue with the events services and video services since we stated in the solicitation that the resource management system

is ScheduAll from which the monthly billing file for transfer to the CAS is being prepared by the SP.