

# BPA Call

5/29/2007



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**New Contract Information**

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|   |   |                    |
|---|---|--------------------|
| Contract Number<br>HHSN263200700064428B   | Order Number<br>HHSN260BPACALL1   | Mod Number<br>0000 |
| 1A. Procurement Instrument Identifier (PIID)<br>HHSN260BPACALL1   | 1B. Modification Number<br>0000   |                    |
| 1C. Referenced PIID<br>HHSN263200700064428B   | 1D. Transaction Number<br><input type="text" value="0"/>  |                    |
| 1E. Solicitation Identifier<br><input type="text"/>   |   |                    |
| 1F. Agency Identifier<br><input type="text"/>   |   |                    |
| 1G. Referenced IDV Modification Number<br><input type="text"/>  |   |                    |
| 1H. Referenced IDV Agency Identifier<br><input type="text"/>  |   |                    |
| 2A. Date Signed (YYYYMMDD) <input type="text"/>   | 2B. Effective Date (YYYYMMDD) * <input type="text"/>  |                    |
| 2C. Current Completion Date (YYYYMMDD) <input type="text"/>   | 2D. Ultimate Completion Date (YYYYMMDD) <input type="text"/>  |                    |
| 2E. Indefinite Delivery Vehicle Last Date To Order (YYYYMMDD) <input type="text" value="20070930"/>                 |   |                    |
| 3A. Ultimate Contract Value \$ <input type="text" value="0"/>   | Total Ultimate Contract Value \$ <input type="text" value="0"/>   |                    |
| 3B. Current Contract Value \$ <input type="text" value="0"/>  | Total Current Contract Value \$ <input type="text" value="0"/>  |                    |
| 3C. Dollars Obligated \$ <input type="text"/>   | Total Dollars Obligated \$ <input type="text" value="0"/>   |                    |
| 4A. Contracting Agency Code * <input type="text" value="DHRN"/>   |   |                    |
| 4B. Contracting Office Code * <input type="text" value="00260 PHA NIH-DRC, OCGNIH, Bethesda MD"/>                   |   |                    |
| 4C. Program/Funding Agency - Code <input type="text"/>  |   |                    |
| 4D. Program/Funding Office - Code <input type="text"/>  |   |                    |
| 4E. Reason for Purchase <input type="text"/>  | 4F. Contract Full/Partially Funded by Foreign Government or International Organization <input type="text"/> |                    |
| 5A. Web Site URL <input type="text"/>   |   |                    |
| 5B. Who Can Use <input type="text" value="Only My Agency Only the agency awarding the contract may place orders."/> |   |                    |
| 5C. Maximum Order Limit \$ <input type="text" value="500,000"/>   | 5D. Fee for Use of Service <input type="text"/>   |                    |
| 5E. Fixed Fee Value <input type="text" value="0"/>  | 5F. Fee Range Lower Value <input type="text" value="0"/>  |                    |
| 5G. Fee Range Upper Value <input type="text" value="0"/>  |   |                    |
| 5H. Ordering <input type="text"/>   |   |                    |

Procedure \_\_\_\_\_

5J. Fee Paid for Use of IDV \$ 0

6A. Type of Contract 1 Order Dependent 6B. Letter Contract

6C. Multiyear Contract

6D. Type of IDC

6E. Multiple or Single Award IDC 6F. Performance Based Service Acquisition

6G. Major Program

6L. Cost Accounting Standards Clause

6M. Description of Requirement FSS ITEMS ONLY: COPIERS, MULTIFUNCTION DEVICES, COLOR COPIERS, PRIN

6N. Purchase Card as Payment Method 6P. Program Acronym BPA

6Q. Number Of Actions 0 6R. National Interest Action

7A. Clinger-Cohen Act Planning Compliance 7B. Walsh-Healey Act N - No

7C. Service Contract Act N - No 7D. Davis-Bacon Act N - No

7E. Economy Act

7F. Other Statutory Authority N/A

8A. Product or Service Code 5975 8F. DoD Claimant Program Code

8G. NAICS 423490

8H. Information Technology Commercial Item Category

8J. GFE/GFP N - No

8K. EPA-Designated Product(s)

8L. Recovered Material Clauses B FAR 52.223-4 and FAR 52.223-9 Included

8N. Contract Bundling D Not a bundled requirement

8P. Consolidated Contract

9A. DUNS Number 116194192

9B. Contractor Name From Contract CANON U.S.A., INC

9C. Principal Place of Performance State City Country

9E. Country of Origin

9F. Congressional District - Contractor 9G. Congressional District - Place of Performance

9H. Place of Manufacture

9J. CCR Exception

9K. Zip Code - Place of Performance ZIP+4(ddddd-dddd) USPS ZIP Code Lookup

10A. Extent Competed

10C. Reason Not Competed

10D. Number of Offers Received 0 10E. Pre-Award Synopsis Requirement

10F. Synopsis Waiver Exception 10G. Alternative Advertising

10H. Commercial Item Acquisition Procedures 10J. Commercial Item Test Program

10K. Small Business Competitiveness Demonstration Program 10L. A-76 (Fair Act) Action

10M. Solicitation Procedures

10N. Type Set Aside

10P. Evaluated Preference

10Q. Research

10R. Statutory Exceptions to Fair Opportunity

11A. Contracting Officer's Determination of Business Size

11B. Subcontracting Plan

11C. Price Evaluation Adjustment/Preference Percent Difference

12A. IDV Type

12B. Award Type

12C. Reason for Modification

12D. Record Type \*

13F. Organizational Type

13I. Local Government

13J. State Government

13K. Federal Government

13L. Tribal Government

13M. Emerging Small Business

13N. 8(a) Program Participant

13O. Historically Underutilized Business Zone (HUBZone) Firm

13P. Small Disadvantaged Business

13Q. Sheltered Workshop (JWOD Provider)

13R. Historically Black College or University

13S. Minority Institution

13T. Educational Institution

13U. Woman Owned Business

13V. Veteran Owned Business

13W. Service-Related Disabled Veteran Owned Business

13X. Minority Owned Business

13Y. American Indian Owned Business

13Z. Asian-Pacific American Owned Business

13AA. Black American Owned Business

13BB. Hispanic American Owned Business

13CC. Native American Owned Business

13DD. Subcontinent Asian (Asian-Indian) American Owned Business

13EE. Nonprofit Organization

13GG. Vendor Name

13HH. Vendor Doing As Business Name

13JJ. Vendor Address 1

13KK. Vendor Address 2

13LL. Vendor Address 3

13MM. Vendor Address City

13NN. Vendor Address State

13PP. Vendor Zip Code

13QQ. Vendor Country Code

13RR. Vendor Phone Number

13SS. Voice Fax Number

13TT. Vendor Number of Employees

13UU. Vendor Annual Revenue

13VV. Hospital Flag

18R. Email Address

**Departmental Data**

21A. Contractor Key Personnel (Last Name, First Name)

21B. Contractor Key Personnel Email

22A. Government Project Officer (Last Name, First Name)

22B. Government Project Officer Email

23A. Government Contract Specialist (Last Name, First Name)

23B. Government Contract Specialist Email

24. RFC Receipt Date (YYYYMMDD)

25. Agency Code

26. Project Title Description



27. Contract Status Code    
 28. Center    
 29. Indian Self-Determination (638) Contracts

**NIH Data**

100. Type of Procurement Action    
 101. Activity Code    
 102. Administrating IC

103. Former Number    
 104. ADB Number \*    
 105. Date Action Effective (YYYYMMDD)    
 106. Fiscal Year of Obligation (YYYY)

107. Dollars Funded to Date    
 108. Total in Subcontracting Plan Dollars    
 109. Subcontracting Plan, Small Business Goal Dollars    
 Cumulative Dollars- Total in Subcontracting Plan    
 Cumulative Dollars- Subcontracting Plan, Small Business Goal

110. Subcontracting Plan, Disadv. Business Goal Dollars    
 111. Subcontracting Plan, Woman-Owned Business Goal Dollars    
 112. Subcontracting Plan, HUBZone Business Goal Dollars    
 Cumulative Dollars- Subcontracting Plan, Disadv. Business Goal    
 Cumulative Dollars- Subcontracting Plan, Woman-Owned Business Goal    
 Cumulative Dollars- Subcontracting Plan, HUBZone Business Goal

113. Subcontracting Plan, Veteran Owned Business Goal Dollars    
 114. Subcontracting Plan, Disabled Veteran Owned Business Goal Dollars    
 115. Human Subjects    
 Cumulative Dollars- Subcontracting Plan, Veteran Owned Business Goal    
 Cumulative Dollars- Subcontracting Plan, Disabled Veteran Owned Business Goal Dollars

116. Signal - Latest Recorded Contract Action    
 117. Date - End of Current Funding Period (YYYYMMDD)    
 118. Agent Code    
 119. Competitive Service Center

120. SBIR Research Topic Code    
 121. AIDS Affiliated Dollars    
 122. AIDS Affiliated Contract    
 123. Privacy Act Applicable    
 124. Government Property

125. Children    
 126. Children Representation    
 127. Clinical Research - Minority    
 128. Clinical Research - Gender    
 129. NIH-Defined Phase III Clinical Trial    
 130. Exception to Tracking

131. Contracting Officer Name (Last, First)

132. Task Order on Master Agreement    
 133. RFP/IFB Number    
 134. Date Contract Administratively Closed (YYYYMMDD)    
 135. FCRDC or NITAAC Contract    
 136. Animals in Research    
 137. Dollars Obligated on Action    
 138. Program Classification Code

**NIH Common Accounting Number (Items 139-142)**

| No. | CAN | IC | FY Funds | Dollars |
|-----|-----|----|----------|---------|
|     |     |    |          |         |



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**ATTACHMENT I**

**BPA CALLS**

| Item # | Item Name                             | User Instructions  |
|--------|---------------------------------------|--|
| 6C     | Multiyear Contract                    | <p>User will select the appropriate code from drop-down.</p> <p>Enter code Y when the definition for multiyear contract applies. Do not report contracts containing options as multiyear unless the definition above applies to the contract.</p> <p>Y      Yes      Contract is a multiyear contract as defined by FAR 17.103<br/> <b>NOTE: Multiyear orders for services or products are defined to be for more than one year.</b><br/> N      No      Contract is not a multiyear contract as defined by FAR 17.103</p> <p>A multi-year contract means a contract for the purchase of supplies or services for more than 1, but not more than 5, program years. Such contracts are issued under specific congressional authority for specific programs. A multi-year contract may provide that performance under the contract during the second and subsequent years of the contract is contingent upon the appropriation of funds, and (if it does so provide) may provide for a cancellation payment to be made to the contractor if appropriations are not made. The key distinguishing difference between multi-year contracts and multiple year contracts is that multi-year contracts buy more than 1 year's requirement (of a product or service) without establishing and having to exercise an option for each program year after the first.</p> |
| 6F     | Performance Based Service Acquisition | <p>User will select the appropriate code from drop-down.</p> <p>Y      This is a contract for services and 80% or more of the requirement is specified as a performance requirement.<br/> N      This is a contract for services and less than 80% of the requirement is specified as a performance requirement.<br/> *      Not Applicable</p> <p><b>NOTE: If the order is for services the answer is usually "No"<br/> If the order is for products select (* - Not Applicable)</b></p> <p>Indicates whether the contract is a PBSC as defined by FAR 37.601. A PBSC –</p> <ul style="list-style-type: none"> <li>○ Describes the requirements in terms of results required rather than the methods of performance of the work;</li> <li>○ Uses measurable performance standards (i.e., terms of quality, timeliness, quantity, etc.) and quality assurance surveillance plans (see 46.103(a) and 46.401(a));</li> <li>○ Specifies procedures for reductions of fee or for reductions to the price of a fixed-price contract when services are not performed or do not meet contract requirements (see 46.407); and</li> <li>○ Includes performance incentives where appropriate.</li> </ul> <p>For FPDS reporting purposes, a minimum of 80% of the anticipated obligations under the procurement action must meet the above requirements.</p>            |
| 6N     | Purchase Card Payment Method          | <p>Select '<b>NO</b>' from drop-down. Only select '<b>YES</b>' if Purchase Card was or will be used to pay the contractor.</p>   |
| 9C     | Principal Place of Performance        | <p>Click  to look-up the appropriate code where the work is being performed. Type the City and State and choose the appropriate city and state combination from the list.<br/> <b>NOTE: For services, select the city code where the work is being performed.<br/> For supplies, select the supplier's location.</b></p>  |

|      |                                      |  |
|------|--------------------------------------|--|
| 9K   | Zip Code – Place of Performance      | For U.S. Place of Performance enter in the zip code+4. A link to the USPS website is available if you do not know the four digit extension to the place of performance zip code.<br><b>NOTE: For services, enter the zip code where the work is being performed. For supplies, enter the zip code for the supplier's location.</b> |
| 10M  | Solicitation Procedures              | Select ' <b>SP1 - Simplified Acquisition</b> ' from drop-down.   |
| 21A  | Contractor Key Personnel             | Enter the name of the Contractor Key Personnel. If not known enter ' <b>UNKNOWN</b> '.   |
| 21B  | Contractor Key Personnel Email       | Enter the Contractor Key Personnel's Email Address. If not known enter ' <b>UNKNOWN</b> '.   |
| 22A  | Government Project Officer           | Enter the name of the Requester.   |
| 22B  | Government Project Officer Email     | Enter the Requester's Email Address. If not known enter ' <b>UNKNOWN</b> '.  |
| 23A  | Government Contract Specialist       | Enter the name of the Purchasing Agent.  |
| 23B  | Government Contract Specialist Email | Enter the Purchasing Agent's Email Address. If not known enter ' <b>UNKNOWN</b> '.   |
| 24   | RFC Receipt Date (YYYYMMDD)          | Enter the Date of the NBS Requisition.   |
| 100  | Type of Procurement Action           | Select ' <b>R – BPA Call</b> ' from drop-down  |
| 101  | Activity Code                        | Select ' <b>N03 – The Office of Procurement Management (OPM)</b> ' from drop-down.   |
| 102  | Administering IC                     | <b>NOTE:</b> The system may pre-populate this field.<br><br>User must select the appropriate code from drop-down.<br><br>This code identifies the NIH organization placing/administering the BPA Call.   |
| 105  | Date Action Effective (YYYYMMDD)     | Enter the date which the action is effective. Should be the same as Item 2B.   |
| 106* | Fiscal Year of Obligation (YYYY)     | Enter the fiscal year of the obligation.   |
| 131  | Contracting Officer Name             | <b>NOTE:</b> The system may pre-populate this field.<br><br>User must enter the appropriate Approver's name.   |
| 139* | CAN                                  | Enter in the CAN   |
| 140* | IC                                   | Look-up and select the appropriate Administrating IC from drop-down that is associated with the CAN. Same as Item 102.   |
| 141* | FY Funds                             | Enter the Fiscal Year (YYYY) of Obligation. Same as Item 106.  |
| 142* | Dollars                              | Enter in the amount of the obligation.   |

**\*Only complete when obligating or de-obligating funds.**