

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30				1. REQUISITION NUMBER SEE SCHEDULE		PAGE 1 OF 7					
2. CONTRACT NO. HQ0028-11-P-0108		3. AWARD/EFFECTIVE DATE 10-Mar-2011		4. ORDER NUMBER		5. SOLICITATION NUMBER		6. SOLICITATION ISSUE DATE			
7. FOR SOLICITATION INFORMATION CALL:			a. NAME			b. TELEPHONE NUMBER (No Collect Calls)		8. OFFER DUE DATE/LOCAL TIME			
9. ISSUED BY HQ0028 DEFENSE MEDIA ACTIVITY CONTRACTING OFFICE 23755 Z STREET, POC: SHEVONN MOORE RIVERSIDE CA 92518-2031 TEL: 951-413-2634 FAX: 951-413-2432			CODE HQ0028		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SB <input type="checkbox"/> HUBZONE SB <input type="checkbox"/> 8(A) <input type="checkbox"/> SVC-DISABLED VET-OWNED SB <input type="checkbox"/> EMERGING SB SIZE STD: 100 NAICS: 423430			11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS Net 30 Days	
15. DELIVER TO HQ0515 DEFENSE INFORMATION SCHOOL DINFOS (b)(6) 6500 MAPES ROAD LOGISTICS DIV ROOM 1212 FT GEORGE MEADE MD 20755-5620			CODE HQ0515		16. ADMINISTERED BY SEE ITEM 9					CODE	
17a. CONTRACTOR/OFFEROR AVID TECHNOLOGY INC RHEA METTEL 1101 PENNSYLVANIA AVENUE, NW SUITE 600 WASHINGTON DC 20004-2514 TEL. (301) 428-3182			CODE 1CWH5		18a. PAYMENT WILL BE MADE BY HQ0347 DFAS INDIANAPOLIS ACTG DIV ATTN: DFAS IN IIA DEPT 97 8899 EAST 56TH STREET INDIANAPOLIS IN 46249-1325			CODE HQ0347			
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>			18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM								
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/ SERVICES			21. QUANTITY		22. UNIT	23. UNIT PRICE		24. AMOUNT	
SEE SCHEDULE											
25. ACCOUNTING AND APPROPRIATION DATA See Schedule							26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$352,871.00				
27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3, 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED											
27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4, FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED											
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>0</u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN. <input type="checkbox"/>					29. AWARD OF CONTRACT: REFERENCE <input type="checkbox"/> OFFER DATED . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:						
30a. SIGNATURE OF OFFEROR/CONTRACTOR					31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) (b)(6)			31c. DATE SIGNED 17-Mar-2011			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)			30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) (b)(6) Contract Specialist TEL: (b)(6) EMAIL: (b)(6)						

**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS
(CONTINUED)**

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/ SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
SEE SCHEDULE					

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
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32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
	32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
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38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
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41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY (<i>Print</i>)	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	
	42b. RECEIVED AT (<i>Location</i>)	
42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS

Section SF 1449 - CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		(b)(4)	Each	(b)(4)	\$288,960.00

FSC: 7010 Name: EDITING SYSTEM
FFP

Description: PART NUMBER: 7090-30035-01; HP Z800 DUAL SIX CORE
INTEL XEON 2.66 GHZ, 6GB RAM, WINDOWS 7, 64-BIT, NVIDIA FX 4000.

FOB: Destination

NSN: 7010-01-P65-0135

MILSTRIP: HQ051503630001

PURCHASE REQUEST NUMBER: HQ002803636600

PROJECT: 1BC LI: 1

NET AMT \$288,960.00

ACRN AA \$288,960.00

CIN: HQ0028036366000001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002			Each	(b)(4)	\$34,875.00

FSC:7030 Name:SOFTWARE Part Number:7500-30141
FFP

AVID MEDIA COMPOSER ACADEMIC 5.X SOFTWARE FIVE PACK.

FOB: Destination

NSN: 7030-01-P65-0276

MILSTRIP: HQ051503630002

PURCHASE REQUEST NUMBER: HQ002803636601

PROJECT: 1BC LI: 2

NET AMT \$34,875.00

ACRN AB \$34,875.00

CIN: HQ0028036366010001

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0003		(b)(4)	Each	(b)(4)	\$29,036.00

FSC:7030 Name:SOFTWARE Part Number:0010-30484-01
 FFP
 Description: PRODUCTION SUITE; NEW 3RD PARTY APPLICATIONS
 F/U/W: MC V5.X RELEASE.
 FOB: Destination
 NSN: 7030-01-P65-0277
 MILSTRIP: HQ051503630003
 PURCHASE REQUEST NUMBER: HQ002803636602
 PROJECT: IBC LI: 3

NET AMT \$29,036.00

ACRN AB \$29,036.00
 CIN: HQ0028036366020001

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	31-MAR-2011	(b)(4)	HQ0515 DEFENSE INFORMATION SCHOOL DINEOS (b)(6) 6500 MAPES ROAD LOGISTICS DIV ROOM 1212 FT GEORGE MEADE MD 20755-5620 (b)(6) FOB: Destination	HQ0515
0002	31-MAR-2011	(b)(4)	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0515
0003	31-MAR-2011	(b)(4)	(SAME AS PREVIOUS LOCATION) FOB: Destination	HQ0515

ACCOUNTING AND APPROPRIATION DATA

AA: 9710100.4101 2360 3151 012133 VALA97 DIAC11092 MIPR: DIAC11092

AMOUNT: \$288,960.00
CIN HQ002803636600001: \$288,960.00

AB: 9710100.4101 2360 3151 012133 VALA97 DIAC11092 MIPR: DIAC11092
AMOUNT: \$63,911.00
CIN HQ0028036366010001: \$34,875.00
CIN HQ0028036366020001: \$29,036.00

CLAUSES INCORPORATED BY REFERENCE

52.212-4	Contract Terms and Conditions--Commercial Items	JUN 2010
52.222-3	Convict Labor	JUN 2003
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-37	Employment Reports on Veterans	SEP 2010
52.246-1	Contractor Inspection Requirements	APR 1984
52.247-34	F.O.B. Destination	NOV 1991
52.253-1	Computer Generated Forms	JAN 1991
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004 Alt A	Central Contractor Registration (52.204-7) Alternate A	SEP 2007
252.219-7011	Notification to Delay Performance	JUN 1998
252.232-7003	Electronic Submission of Payment Requests and Receiving Reports	MAR 2008
252.246-7000	Material Inspection And Receiving Report	MAR 2008

WAWF PAYMENT INSTRUCTIONS

UNDERSTANDING WIDE AREA WORKFLOW – READ THESE INSTRUCTIONS TO EXPEDITE ELECTRONIC PAYMENT

(a) This contract action for commercial items of supply incorporates DFARS 252.232-7003, Electronic Submission of Payment Requests. For the Department of Defense, the MANDATORY method of electronic submission of payment requests is by Wide Area Workflow (WAWF). This means that paper invoices are not permitted and will not be processed for payment.

(b) Definitions Important to the WAWF Process

Acceptor: The organization or person designated in block 15 of the SF 1449 (cover page of the purchase request) who accepts the products or services tendered. The acceptor has a unique DoDAAC (Department of Defense Activity Address Code) shown in the upper right had box of block 15 that must be used to notify the acceptor that an electronic invoice is pending.

DoDAAC: As stated above, an acronym for Department of Defense Activity Address Code. This code unique to each organization in the Department of Defense. Knowledge of what DoDAAC codes must be input into WAWF electronic invoices is crucial to the payment process as it alerts the acceptor that an invoice is pending for acceptance and alerts the payment office that a completed action is ready to process for payment.

Payment Office: The location of the Defense Finance and Accounting Service (DFAS) office shown in block 18a of the SF 1449 that will process your electronic invoices. The payment office also has a unique DoDAAC.

(c) Options within WAWF include a “stand-alone” invoice, a 2-in-1 invoice for service contracts, and a “combo” that includes both the payment request and the receiving document required to validate that the object of the invoice has been received in an acceptable condition. The experience of this office in the administration of electronic invoices has shown that the use of the “2-in-1” invoice, when available, will result in a quicker, more accurate payment. The matching of “stand-alone” and “combo” invoices by DFAS offices of invoices and receiving reports separately or individually submitted by the vendor and the receiving activity routinely cause lengthy delays and possible rejection because they do not appear together and must be individually

matched and then verified. The use of the "2-in-1" does not present this problem and avoids the attendant delays associated with matching. The 2-in-1 is the preferred method of electronic submission of payment requests, and is preferred by some DFAS offices such as DFAS Indianapolis for commodities or items of supply. Detailed instructions on how to create a 2-in-1 invoice, as well as other topical issues, can be found at the WAWF training website shown below.

(d) A key, important, and imperative step for vendors to take is to **e-mail notification to the acceptor identified in the contract in block 15 by clicking on the "Send More E-Mail Notifications" link in WAWF upon submission of the electronic invoice instrument (combo or 2-in1)**. This step provides notice to the acceptor of your pending invoice.

Self registration for the use of WAWF can be accomplished at <https://wawf.eb.mil/index.html> . For assistance in registering contact:

1-866-618-5988

COMMERCIAL: 801-605-7095

CSCASSIG@CSD.DISA.MIL

Helpful training on the use of WAWF for the submission of invoices is available on line at <http://www.wawftraining.com>.

SHIPPING INSTRUCTIONS

CUSTOMERS NAME: (b)(6)

E-MAIL: (b)(6)

52.0100-4094 MARKING INSTRUCTIONS FOR ALL ITEMS TO INCLUDE DROP SHIP AND DIRECT SHIPMENT (DMA) (OCT 2008)

The Contractor shall attach two (2) copies of a detailed packing list with each box or container with unlike items where the full description of the contents is not authorized or cannot be shown. Include one (1) copy of the packing list inside the box or container and attach one (1) copy of the packing list on the outside of the box or container. The outside of the box or container must also include the complete shipping address as provided in the schedule and the Contract/Purchase/Delivery Order number located on Page 1 of this document.

The packing list shall contain the following information:

- (a) Contract number/Purchase Order number or Delivery Order number
- (b) Package number and set number (if any) of the container.
- (c) A list of the contents which shows the quantity by item, item description, part number, type and size, unit of issue if other than each.

NOTE!

The government **WILL NOT ACCEPT** items shipped without a packing list especially when the content of the package is unidentifiable; rejected items will be returned at the contractor's expense.

INCOMPLETE DELIVERIES

Incomplete delivery refers to the incomplete shipment of a unit of issue of an individual contract line item (CLIN). Such incomplete or fragmented delivery of any part of a CLIN is not authorized and will not be accepted. Each item (CLIN), including all components and subitems, is to be delivered complete. Where subline items are reflected as component parts of an item, all subline items must be delivered simultaneously to form the complete item.

CONTRACT POINT OF CONTACT

52.0100-4028 CONTRACT CONTACT INFORMATION (DMA)(OCT 2008)

The Defense Media Activity Contracting Officer name and email address for this contract is:

(b)(6)

The Point of Contact for this contract is:

(b)(6)

FOR FOLLOW-UP INFORMATION REGARDING CHANGES OR LATE PAYMENTS, PLEASE CONTACT THE FOLLOWING CONTRACTING OFFICER:

(b)(6)

or e-mail

(b)(6)