



U.S. General Services Administration

2nd Generation IT Products (2GIT) Blanket Purchase Agreements (BPAs) Ordering Guide May 2020



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1.0 Introduction

Click here to learn about GSA BPAs: [GSA BPAs Explained](#)

This ordering guide will help you throughout the ordering process by explaining how to properly place an order against the GSA 2GIT BPAs.

Who Will Benefit from this Guide?

This guide is designed for all contracting personnel considering or planning to use the 2GIT BPAs to meet their acquisition requirements. It will aid contracting professionals in their use of 2GIT BPAs to deliver solutions to meet mission needs and streamline the procurement process.

When properly administered, 2GIT offers federal contracting professionals a streamlined process that will reduce their procurement administrative lead time (PALT) through the use of streamlined procedures found in FAR Subpart 8.405-3(c) Ordering from BPAs and this guide.

Purpose: This 2GIT ordering guide has been developed to complement the FAR, inclusive of the FAR 8.404-4(d) requirement, along with your agency's acquisition policies and guidelines.

Product Pricing – BPA holders were required to provide detailed pricing for explicitly defined, standardized products, so customers can easily compare pricing for a single product (solution) across BPA holders. Additional discounts may also be obtained at the delivery order level.

Standardized Requirements – BPA holders are required to meet standardized technical and security requirements. Specific standards, guidance, and applicable documents within the BPAs are written with the broad intent of accomplishing GSA customer IT hardware and software commodities network centric strategies. Agency specific strategies may evolve over time and, when appropriate, those agencies will revise and replace their applicable standards accordingly. The BPA Holder shall conform to customer strategies and visions and adhere to associated standards provided by the customer. Agencies and departments may specify and substitute other standards, guidance, and applicable documents within their orders that are appropriate to provide solutions tailored to meet their requirement network centric strategies.

Cybersecurity Technical Considerations: The BPA Holder shall ensure that all applicable Commercial-Off-The-Shelf (COTS) and enabled products comply with ordering agency cybersecurity guidelines when specified by the Ordering Agency Contracting Officer at the RFQ level. Additionally, for DoD ordering agencies, these products must be Committee on National Security Systems Policy-11 (CNSSP-11) compliant, requiring the BPA Holder's products to be validated by accredited labs under the National Information Assurance Partnership (NIAP) Common Criteria Evaluation and Validation Scheme, or National Institute of Standards and Technology (NIST) Federal Information Processing Standards (FIPS) Cryptographic Module Validation Program (CMVP), and/or Commercial Solutions for Classified (CSfC) Components List, if required.

Supply Chain Risk Management (SCRM): For orders to be placed under the BPA, ordering agencies may include in their order-level solicitations additional SCRM-related clauses, regulations, or policies. The SCRM plan, implementation, and risk assessment methodology processes shall follow Appendix

D and E of NIST SP 800-161 (<https://csrc.nist.gov/publications/detail/sp/800-161/final>) and NISTIR 7622 (<https://csrc.nist.gov/publications/detail/nistir/7622/final>) guidelines, ensuring application to the BPA Holder and their suppliers, partners, distributors, and any other entity that is responsible for handling or managing the supply chain of the products offered under these BPAs.

Any Information Security Management Systems (e.g. ISO 27K series) controls, or related program standards, should be mapped to their associated NIST baseline controls, where applicable. The supply chain shall span from the lowest sub-component producer or manufacturer to the delivery point of the BPA Holder, or its designated agent, such as a distributor. The SCRM plan, implementation, and risk assessment methodology processes shall follow Appendix D and E of NIST SP 800-161 (<https://csrc.nist.gov/publications/detail/sp/800-161/final>) and NISTIR 7622 (<https://csrc.nist.gov/publications/detail/nistir/7622/final>) guidelines, ensuring application to the BPA Holder and their suppliers, partners, distributors, and any other entity that is responsible for handling or managing the supply chain of the products offered under these BPAs. If a BPA Holder represents a Prime/Subcontractor relationship then all SCRM plan requirements shall also be flowed down to the respective subcontractor(s). The Prime shall be responsible for SCRM plan implementation and adhere to reporting requirements represented by the defined relationship.

Radio Frequency Identification (RFID): When required and defined by the ordering activity at the RFQ stage, the BPA Holder shall provide RFID tagging. For the Department of Defense customer RFID tagging shall be IAW DFARS 252.211-7006 and the most current version of DoD Radio Frequency Identification (RFID) Policy. The BPA Holder shall encode an approved RFID tag using instructions provided in the EPC™ Tag Data Standards in effect at the time of award. Additional information can also be found at the Office of the Assistant Secretary of Defense (OASD) for Logistics and Materiel Readiness website

Proven Acquisition Excellence – 2GIT BPAs will be administered using GSA’s proven acquisition processes to ensure compliance and efficiency. 2GIT BPA holder reporting requirements have already been established to make it easy for BPA users.

Benefits: The benefits extend to all of GSA’s customers as the BPAs will be available government-wide.

- Competitive pricing and improved Supply Chain Risk Management (SCRM)
- Increased availability of products for major OEMs
 - Faster contract modifications
 - Full spectrum of hardware/software products
- Reduced costs and administrative burdens governmentwide
- Easier/quicker procurements
- Complimentary customer support and training; on-site and virtual

Synopsis: The GSA established multiple BPAs for 2GIT offerings, initially as an Alternate Solution to Air Force’s Netcents 2 IT products contracts (The remaining family of NETCENTS 2 IDIQ contracts are still enforced).

The 2GIT BPAs were awarded competitively against GSA Multiple Award Schedule (MAS) 70 contracts. It is the responsibility of the ordering activity contracting officer to ensure compliance

with all applicable fiscal laws prior to issuing an order under the BPA, and to ensure that the selected BPA holder provides the best value for the requirement being ordered.

Funds Obligation: These BPAs do not obligate any funds. Funds will be obligated on Delivery Orders issued by ordering activities.

Authorized BPA Users: Orders may be placed under this BPA by sources identified under GSA Order, ADM 4800.2I, *Eligibility to Use GSA Sources of Supply and Services* ([Eligibility to Use GSA Sources of Supply and Services](#)), dated July 19, 2016, provides detailed information regarding the agencies and organizations that are eligible to use GSA sources, United States Federal agencies, Department of Defense (DoD) components, State, Local, and Tribal Governments, and cost-reimbursement Contractors authorized to order in accordance with FAR Part 51. For the purposes of this agreement, a DoD component is defined as: the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Inspector General of the Department of Defense (DoD IG), the Defense Agencies, the DoD Field Activities, the U.S. Coast Guard, and the Intelligence Community. GSA or other applicable ordering organizations/agencies are authorized to place orders under this BPA on behalf of DoD end users and must comply with Defense Federal Acquisition Regulation Supplement (DFARS) 208.7400.

Award Date: Nov 1, 2019

Expire Date: Oct 31, 2024

Period of Performance: 5 years

General Information Website: www.gsa.gov/2GIT

2GIT Products List:

We make it easy for you, our customers, by providing a total solution against the GSA general purpose commercial information technology equipment, software, and ancillary services schedules in accordance with FAR 8.405-3 procedures herein referred to as 2GIT to include:

The fundamental scope of the 2GIT BPAs is to provide a total product solution one-stop-shop in the Information Technology market to meet the needs of the Air Force, Department of Defense (DoD) agencies, and other federal, state, local, regional, and tribal governments.

The 2GIT BPAs will provide the following categories of products and associated ancillary services worldwide: networking equipment, servers/storage/peripherals/multimedia, identity management/biometric hardware, end user devices, and associated Commercial Off the Shelf (COTS) software not included on other DoD or Federal Agency enterprise license agreements.

The 2GIT BPAs will provide a streamlined process for procuring IT hardware and software commodities, ancillary supplies and ancillary services. The types of IT products that will be available through the 2GIT BPAs include:

Cross-reference Special Item Number (SIN) numbers mapped to new SIN numbers under Multiple Award Schedule (MAS) consolidation:

Former SIN Number	New SIN Number	SIN Title
132 - 8	33411	Purchase of New Electronic Equipment
132 - 12	811212	Maintenance of Equipment, Repair Services and/or Repair/Spare Parts
132 - 32	511210	Software Licenses
132 - 33	511210	Software Licenses
132 - 34	54151	Software Maintenance Services
70 - 500	OLM	Order-Level Materials (OLM)

BPA LIN-1 Data Center (Compute/Store)	BPA LIN-2 End User	BPA LIN-3 Network (Connect)	BPA LIN-4 Radio Equipment
<ul style="list-style-type: none"> ● Servers ● Storage ● Network Equipment ● Security ● Appliances ● Hyperconverged IS ● Keyboard Video ● Monitor (KVM) ● Switches ● Software (COTS) 	<ul style="list-style-type: none"> ● Laptops ● Desktops ● Ruggedized ● Tablets ● Thin Clients ● Monitors ● Accessories ● Peripherals ● KVM Switches ● Software (COTS) 	<ul style="list-style-type: none"> ● Routers ● Switches ● Wireless ● Cables and Interfaces ● Audio Visual ● Video Teleconferencing (VTC) ● Everything over IP (EoIP) ● Displays ● Software (COTS) 	<ul style="list-style-type: none"> ● Handhelds ● Chargers ● Vehicle Units ● Base Stations ● Trunking System ● Repeaters

2GIT Regulatory Guidance:

The Federal Acquisition Regulation (FAR) provides the primary regulatory guidance for the GSA Schedules program. The General Services Acquisition Regulation (GSAR) is the GSA FAR supplement.

The GSAR provides guidance tailored to GSA acquisitions, including GSA Schedules contracting. GSAR guidance primarily affects GSA Schedules by providing supplementary guidance to the Contracting Officers awarding and administering GSA Schedule contracts. FAR Subpart 8.4, Federal Supply Schedules, prescribes procedures that ordering activities must follow when issuing orders against GSA Schedules. Orders placed following these procedures are considered to be issued using full and open competition. (See FAR Subpart 8.404(a)) FAR Part 12, Acquisition of Commercial Items, prescribes policies and procedures unique to the acquisition of commercial items. It states use of MAS issued under the procedures established by the Administrator of General Services consistent with the requirement of 41 U.S.C. 259(b)(3)(A) for the MAS program of the General Services Administration is a competitive procedure.

All GSA Schedule contracts are awarded using FAR Part 12, Acquisition of Commercial Items. Any agency utilizing GSA Schedules must use the procedures described in FAR Subpart 8.4. Some agencies issue supplementary guidance to the FAR. For example, the DoD has the Defense Federal Acquisition Regulation Supplement (DFARS); the Army has the Army Federal Acquisition Regulation Supplement (AFARS) in addition to the DFARS; and NASA has the NASA FAR Supplement (NFS). The competition requirements for civilian agencies and DoD are the same. The one exception is the DoD requires the Contracting Officer to consider additional steps IAW [DFARS SUBPART 208-405](#), when only one response is received to a competitive solicitation over the SAT. | Multiple Award Schedules Training Notes: Acquisition planning is required for all acquisitions over the micro-purchase threshold, which is currently \$10,000. FedBizOpps notice is only required post-award for a limited sources acquisition (see FAR 8.405-6(a)(2)). Responsibility determinations are made by GSA, at the contract level. Terms and conditions are already set in the Schedule contracts. Fair and reasonable pricing has already been determined in the Schedules, though over the SAT, agencies must request price reductions.

2.0 Seven Steps to Order from 2GIT BPAs:

This section provides seven simple steps necessary to place an order under the 2GIT BPAs.

A representative from GSA is available to answer any questions that may arise. Please send inquiries to 2git@gsa.gov.

2.1 Scope Determination:

Establish Ordering Activity Requirements

First, determine if the requirement is within scope of the 2GIT BPAs, as defined above in previous paragraphs.

2.2 Prepare Bill of Material / Commodity List / Product Solution as appropriate.

Follow the procedures under FAR 8.405-3 Blanket Purchase Agreements (c) *Ordering from BPAs.*

(2) Multiple-award BPAs.

(i) Orders at or below the micro-purchase threshold. The ordering activity may place orders at or below the micro-purchase threshold with any BPA holder that can meet the agency needs. The ordering activity should attempt to distribute any such orders among the BPA holders.

(ii) Orders exceeding the micro-purchase threshold but not exceeding the simplified acquisition threshold.

(A) The ordering activity must provide each multiple-award BPA holder a fair opportunity to be considered for each order exceeding the micro-purchase threshold, but not exceeding the simplified acquisition threshold unless one of the exceptions at [8.405-6\(a\)\(1\)\(i\)](#) applies.

(B) The ordering activity need not contact each of the multiple-award BPA holders before placing an order if information is available to ensure that each BPA holder is provided a fair opportunity to be considered for each order.

(C) The ordering activity contracting officer shall document the circumstances when restricting consideration to less than all multiple-award BPA holders offering the required supplies and services.

(iii) Orders exceeding the simplified acquisition threshold.

(A) The ordering activity shall place an order in accordance with paragraphs (c)(2)(iii)(A)(1), (2) and (3) of this paragraph, unless the requirement is waived on the basis of a justification that is prepared and approved in accordance with [8.405-6](#). The ordering activity shall-

(1) Provide an RFQ to all BPA holders offering the required supplies or services under the multiple-award BPAs, to include a description of the supplies to be delivered or the services to be performed and the basis upon which the selection will be made;

(2) Afford all BPA holders responding to the RFQ an opportunity to submit a quote;
and

(3) Fairly consider all responses received and make award in accordance with the selection procedures.

(B) The ordering activity shall document evidence of compliance with these procedures and the basis for the award decision.

Place of Delivery:

Ordering activities shall identify the delivery point(s).

Delivery of products will be to CONUS, OCONUS, and remote locations as identified below. Additional delivery terms or schedules, such as ship-in-place, expedited shipping or shipping to Army Post Office (APO)/Fleet Post Office (FPO) addresses, shall be negotiated between the

BPA Holder and the Ordering Agency Contracting Officer at the delivery order level. The BPA Holder shall have the capability to simultaneously deliver large volumes of products to multiple locations worldwide.

1. CONUS: The 48 contiguous states, Alaska, Hawaii, and the District of Columbia.
2. Named OCONUS: Outside the Continental United States.
3. Remote OCONUS: Will be identified at the RFQ stage by the ordering activity for those locations that are not listed under CONUS or Named OCONUS. (e.g. Forward Operating Bases in Afghanistan).

The following figure sets forth the maximum performance parameters for deliveries:

Timeframe CONUS OCONUS Remote OCONUS

Routine NLT 30 calendar days NLT 45 calendar days NLT 45 calendar days

Critical NLT 3 calendar days NLT 5 calendar days NLT 10 calendar days

Emergency/War Tempo Within 24 hrs Within 48 hrs Within 72

Timeframe	CONUS	OCONUS	Remote OCONUS
Routine	NLT 30 calendar days	NLT 45 calendar days	NLT 45 calendar days
Critical	NLT 3 calendar days	NLT 5 calendar days	NLT 10 calendar days
Emergency/War Tempo	Within 24 hrs	Within 48 hrs	Within 72 hrs

Period of Performance:

The term of the 2GIT BPA(s) is five (5) years: Nov 1, 2019 through Oct 31, 2024.

2GIT BPAs were awarded under current MAS Contracts. Any order issued (including its order options) against an existing BPA before the BPA expires will have its own Period of Performance (including order options). It shall be completed (including any order options) according to the Schedule Contract FAR clause 52.216-22(d), which states,

“Any order issued during the effective period of this contract and not completed within that period shall be completed by the contractor within the time specified in the order. The contract shall govern the contractor’s and government’s rights and obligations with respect to that order to the same extent as if the order were completed during the contract’s effective period, provided that the contractor shall not be required to make any deliveries under this contract after the completion of customer order, including options, 60 months following the expiration of the basic contract ordering period.”

2.3 Prepare Request for Quote (RFQ)

Ordering under these BPAs is decentralized. Follow your agency’s procedures for preparing an RFQ and follow any internal policy and procedure related to acquiring IT services. Consider the following topics:

Task Order Value & Funding Type

Estimate the value of the order.

If the intent is to use Recovery Act funding in whole or in part, an informational posting of the RFQ in beta.SAM.gov (<https://beta.sam.gov>) [ref FAR 5.704 and 8.404(e)] is required.

Evaluation Criteria

In addition to price, when determining best value, the ordering activity may consider, among other factors, the following:

- (i) Past performance.
- (ii) Special features of the supply or service required for effective program performance.
- (iii) Trade-in considerations.
- (iv) Probable life of the item selected as compared with that of a comparable item.
- (v) Warranty considerations.
- (vi) Maintenance availability.
- (vii) Environmental and energy efficiency considerations.
- (viii) Delivery terms.

All orders will be fixed price.

Solicitation Attachments

The following attachment was included in the MAS Consolidation solicitation and is being made available for your reference and use, if your agency deems it necessary. Also included for your reference is a link to Order Level Materials (OLMs) for your consideration and use.

- Information Technology Category Instructions and Regulations:
[Information Technology Category Instructions and Regulations](#)
- Order Level Materials
[GSA Site - OLM - Order-Level Materials](#)

2.4 Issue RFQ

Ordering from BPAs. The procedures in FAR 8.405-3(c) are required for BPAs established after May 16, 2011.

FAR 8.405-3(c)(2), *Ordering from BPAs*) [FAR8.405-3_references](#), *Multiple-award BPAs*, apply, in concert with the ordering activity's specific rules, regulations, policies and procedures, as follows:

Multiple-award BPAs.

(i) Orders at or below the micro-purchase threshold. The ordering activity may place orders at or below the micro-purchase threshold with any 2GIT BPA holder that can meet the agency needs. The ordering activity should attempt to distribute any such orders among the 2GIT BPA holders.

(ii) Orders exceeding the micro-purchase threshold, but not exceeding the simplified acquisition threshold.

(A) The ordering activity must provide each multiple-award BPA holder (9 nine) a fair opportunity to be considered for each order exceeding the micro-purchase threshold, but not exceeding the simplified acquisition threshold unless one of the exceptions at [8.405-6\(a\)\(1\)\(i\)](#) applies.

(B) The ordering activity need not contact each of the (9 nine) multiple-award BPA holders before placing an order if information is available to ensure that each BPA holder is provided a fair opportunity to be considered for each order. -

(C) The ordering activity contracting officer shall document the circumstances when restricting consideration to less than all multiple-award BPA holders offering the required supplies and services.

(iii) Orders exceeding the simplified acquisition threshold (In accordance with FAR and Agency Policy).

(A) The ordering activity shall place an order in accordance with paragraphs (c)(2)(iii)(A)(1), (2) and (3) of this paragraph, unless the requirement is waived on the basis of a justification that is prepared and approved in accordance with [8.405-6](#). The ordering activity shall-

- (1) Provide an RFQ to all BPA holders offering the required supplies or services under the multiple-award BPAs, to include a description of the supplies to be delivered or the services to be performed and the basis upon which the selection will be made;
- (2) Afford all BPA holders responding to the RFQ an opportunity to submit a quote; and
- (3) Fairly consider all responses received and make an award in accordance with the evaluation criterias.

(B) The ordering activity shall document evidence of compliance with these procedures and the basis for the award decision

2.5 Evaluate RFQ Responses

After the RFQ Close Date, evaluate all responses received using the evaluation criteria specified in the RFQ [see FAR 8.405-2(d) for additional guidance on this topic] and select the BPA holder(s) that represents the best value.

Price Reductions (FAR 8.405-4)

Ordering activities shall seek a price reduction when the order exceeds the simplified acquisition threshold.

2.6 Award Delivery Order

Place the order as you would for any other fixed-price MAS task order in accordance with FAR 8.405-3(c)(2), *Ordering from BPAs*

Documentation

In accordance with the BPA and FAR 8.405-3, ordering activities will document the following:

- Note the BPA holder receiving the Delivery Order & all BPA holders considered
- Description of what was purchased and agreed upon pricing
- The evaluation methodology used in selecting the BPA holder to receive the Delivery Order
- The rationale for any tradeoffs in making the selection
- The price reasonableness determination required by FAR 8.405-2(d)
- The rationale for using other than a performance-based order

Helpful Hints

- Make sure that the BPA number, the BPA holder's name, and Schedule Contract Number are included on all orders. Refer to FAR 8.406-1 for information to be included on orders.
- Award Notices for orders placed under this BPA which are funded in whole or in part by the American Recovery and Reinvestment Act of 2009 (Pub. L. 11-5) will follow the procedures in FAR 5.705.

2.7 Solicit via eBuy:

- Guidance - www.gsa.gov/ebuy
- Solicitation Portal - <https://www.ebuy.gsa.gov/ebuy/>
- [eBuy feature guide](#) - This JOB AID is designed to: provide additional information about topics and fields found in eBuy; explain processes and functionality in greater detail; and offer navigation and tips to improve your user experience.

2.8 Administration of BPAs:

The 2GIT BPA requires that the ordering activity Contracting Officer use all standard delivery order administration practices such as:

- Delivery Inspection
- Receipt
- Testing
- Payment

2.9 2GIT Specific Requirements of BPA:

The BPA Holder must submit a Category Management Report (CMR) (See Section 10.15). For Department of Defense ordering agencies, this requirement will provide additional reporting information to meet Defense Property Accountability System (DPAS) and DoDI 5000.64 requirements. The Government POC to receive the CMR for order tracking will be defined in the order. If additional reporting is required at the order level, the frequency of reporting, and required data elements, will be defined by the ordering activity at the RFQ stage.

2.9.1 Special Asset Tagging. *When required and defined by the ordering activity at the RFQ stage, the BPA Holder shall provide special asset tags. For Department of Defense customers Special Asset tagging shall be IAW DFARS 252.211-7003 and MIL-STD-130 requirements to enable property accountability and management. The current list of accepted unique item identifier types is maintained at http://www.acq.osd.mil/dpap/pdi/uid/uii_types.html. All DoD recognized unique identification equivalents are listed at http://www.acq.osd.mil/dpap/pdi/uid/iuid_equivalents.html For non-DoD Customers, the BPA Holder shall provide Unique Identification (UID) tagging when requested and defined by the Ordering Agency.*

2.9.2 Radio Frequency Identification (RFID). When required and defined by the ordering activity at the RFQ stage, the BPA Holder shall provide RFID tagging. For Department of Defense customer RFID tagging shall be IAW DFARS 252.211-7006 and the most current version of DoD Radio Frequency Identification (RFID) Policy. The BPA Holder shall encode an approved RFID tag using instructions provided in the EPCTM Tag Data Standards in effect at the time of award. Additional information can also be found at the Office of the Assistant Secretary of Defense (OASD) for Logistics and Materiel Readiness website.

2.9.3 Software Tagging. When required and defined by the ordering activity at the delivery order RFQ stage, commercial off-the-shelf software items shall support International Standard for Software Tagging and Identification, ISO/IEC 19770-2, Software Tags when designated as mandatory within the standard.

2.9.4 Installation. In instances where installation services are required, the BPA Holder shall provide installation support related to the applicable product(s) as defined in the delivery order. In those instances, the requirements will be addressed in the individual delivery order and identify the applicable security level necessary for the BPA Holder to perform required installation services. If installation is required in a secure customer operating environment, the DD Form 254 (DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION) requirements will be addressed in the individual RFQ by the ordering activity for the appropriate security level.

2.9.5 Warranty/Maintenance Agreements. The BPA Holder shall provide standard original equipment manufacturer's product warranty in accordance with the GSA Schedule 70 contract terms and conditions unless specified otherwise by the ordering contracting office. Any additional, extended warranties, and trade-in or maintenance agreements may be purchased, as defined by the ordering agency at the RFQ stage, for maintenance or sustainment of procured products.

2.9.6 Customer Support. The BPA Holder shall provide live technical support, as required by the ordering activities' RFQs, during the warranty period to assist in isolating, identifying, and repairing software and hardware failures, or to act as liaison with the manufacturer in the event that the customer requires assistance in contacting or dealing with the manufacturer for contractually covered maintenance/sustainment requirements (e.g. Product updates/upgrades, patches, spares, on-site support).

2.9.7 Remanufactured/Refurbished Products. No gray market, remanufactured, or refurbished products shall be listed or quoted under these Multiple Award BPAs. Agencies that require Remanufactured /Refurbished Products should purchase via GSA Schedule 70 or via open market channels.

2.9.8 Submission of quotes in response to the 2GIT RFQ designates the Quoter's (inclusive of all CTA members) acceptance of Order Level Materials SIN 70-500, provision SCP-FSS-007, and clause 552.238-82 into the RFQ and resulting 2GIT BPA. Upon BPA award, OLM SIN 70-500 will be added to the BPA Holders Schedule contract.

3.0 eBuy Process specific to 2GIT:

- [2GIT Feature Guide - v3 - Oct 2019](#)

4.0 BPA Reporting:

The predefined reporting requirements for the 2GIT BPAs are shown below:

The BPA Holder must submit a Category Management Report (CMR) (See Section 10.15). For Department of Defense ordering agencies, this requirement will provide additional reporting information to meet Defense Property Accountability System (DPAS) and DoDI 5000.64 requirements. The Government POC to receive the CMR for order tracking will be defined in the order. If additional reporting is required at the order level, the frequency of reporting, and required data elements, will be defined by the ordering activity at the RFQ stage.

5.0 Points of Contact:

Pierre Williams
Senior Contracting Officer
GSA Schedule /4QTC1CA
77 Forsyth St SW
Atlanta, GA 30303
Email: 2git@gsa.gov

Tom Smith
Contracting Officer Representative
IT Hardware Category Senior IT Specialist
GSA, Federal Acquisition Service
Office of IT Category, IT Hardware Division/QT3K
77 Forsyth St SW,
Atlanta, GA 30303
Email: ITHW2GIT@gsa.gov

**[ADD LINK TO SITE WITH BPA AWARDEES HERE
IN THIS SECTION]**