



November 25, 2008

Dear GSA Contract Partner:

Congratulations on receiving your Federal Supply Schedule contract(s). A copy of your awarded pricing/commercial catalog and/or price list, as accepted by the Government, along with a copy of your contract(s), number **GS-07F-0081V**, effective December 1, 2008, for FSC 54 - Pre-Engineered/Prefabricated Buildings and Structures awarded under solicitation 7FCI-F8-03-0056-B, Buildings and Building Materials/Industrial Services and Supplies, is enclosed.

The following clauses in your contract require your immediate attention:

- I-FSS-600 - Contract Price Lists. This clause provides instructions for preparing your paper and electronic Federal Supply Schedule catalog price lists, as well as instructions for printing paper price lists and distributing paper price lists.
- 552.238-71 – Submission and Distribution of Authorized FSS Schedule Price Lists. In accordance with this clause, you are required to submit your electronic catalog data for inclusion in GSA Advantage! This data, at a minimum, must contain a text file that reflects the information shown on your award document, SF 1449, beginning on page 1B (or the page following the award signature page) through point 26. For instructions on submitting your data, log on to our Vendor Support Center (VSC) web site at <http://vsc.gsa.gov> to download the latest version of the Schedule Input Program (SIP). If you prefer to use Electronic Data Interchange (EDI), the latest sample for the 832, Transaction Set, can be found at the same web site. You must submit your electronic catalog file to GSA within 6 months from the date of this contract award. Once submitted, your electronic catalog will appear on our on-line shopping service (<http://www.gsaadvantage.gov/>). Enclosed is an instructional package entitled "Vendor Start-Up Kit" for preparation and transmission of your electronic file for inclusion in GSA Advantage! Reference clause I-FSS -599 – Electronic Commerce, for additional information.

Note: Failure to submit your electronic catalog data within 6 months from date of contract award may result in cancellation of your contract.

- 552.238-74 – Industrial Funding Fee (IFF) and Sales Reporting. This clause provides instructions for reporting sales electronically to the FSS 72A web site. You must contact the VSC immediately to register your contract information. This may be done via telephone by calling 877-495-4849 or 703-605-9992, or electronically on