

SECTION C - DESCRIPTION/SPECIFICATION

C.1. Introduction

The purpose of this contract is to provide equipment maintenance and services support to the U.S. House of Representatives (hereinafter, the "House"). The contract is entered into pursuant to the *Guidelines for Purchases of Equipment, Software and Related Services by Offices of the U.S. House of Representatives*, adopted May 10, 1995 by the Committee on House Oversight, and any revisions thereto. The Guidelines are incorporated herein, by reference.

C.2 Terms of Contract

This contract is a master framework for the provision of equipment maintenance and services support to Offices of the House. The contract will have an initial two-year base period with options for three (3) one-year renewable periods. Exercise of each option will be based on evaluation of Contractor performance. Goods and services for House Offices obtained under this contract will be specified on orders prepared by Office Systems Management. Contract performance shall start on the date set forth in the order. The Contractor shall not invoice, nor will the House pay, for services not listed in Section C herein.

C.3 Scope of Work.

This contract is for the Vendor/Contractor to provide equipment maintenance and services support for non-computer related equipment for Washington Office, and/or for computer related and/or non-computer related equipment for District Offices.

C.4 Statement of Work.

a. Maintenance and Service Responsibilities

(1) Contractor shall maintain equipment in good operating condition and furnish on site service during normal business hours of 8:30 am to 6:00 pm, Monday through Friday, excluding holidays observed by the House. Other hours of service will be considered after hours service for purposes of this contract. Contractor may charge at a rate of time and a half for after hours service.

(2) Maintenance includes labor, replacement parts, preventive maintenance, and software support. If parts are replaced on a like-for-like exchange basis the installed parts become the property of the House, and removed parts become the property of the Contractor. The House Office Systems Management, must be informed in writing or facsimile of any new serial number(s) of replaced equipment within 30 days of installation. Correspondence shall be forwarded to: Office Systems Management, Longworth House Office Building, Room B-215, U.S. House of Representatives, Washington, D.C. 20515 or Facsimile at 202-226-1277.

(3) Maintenance shall not include:

- a. Consumable supplies, unless specified.
- b. Relocation of equipment.
- c. Repairs made necessary by accident, e.g. fire, flooding, acts of God.