

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 12/16/2011	2. CONTRACT NO. (If any)	6. SHIP TO.		
3. ORDER NO. DTMA-95-P-2012-0045		4. REQUISITION/REFERENCE NO. MMA-PR5100-20120018		a. NAME OF CONSIGNEE U.S Merchant Marine Academy
5. ISSUING OFFICE (Address correspondence to) U.S.Merchant Marine Academy Division of Procurement USMMA-5206 300 Steamboat Road Kings Point NY 11024-1699				b. STREET ADDRESS U.S. DOT/ Maritime Administration 300 Steamboat Road
c. CITY Kings Point			d. STATE NY	e. ZIP CODE 11024-1699

7. TO: Allison Termine			f. SHIP VIA	
a. NAME OF CONTRACTOR TERMINE, ALLISON MARIE			8. TYPE OF ORDER	
b. COMPANY NAME			<input checked="" type="checkbox"/> a. PURCHASE	
c. STREET ADDRESS 140 Franklin Ave Apt 4C			REFERENCE YOUR:	
d. CITY Brooklyn			e. STATE NY	
f. ZIP CODE 11205-2745			b. DELIVERY	
9. ACCOUNTING AND APPROPRIATION DATA See Schedule			10. REQUISITIONING OFFICE Dept. of Museum	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))			12. F.O.B. POINT Destination	
<input checked="" type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL BUSINESS <input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED			Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	

13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) 10 Days After Award		16. DISCOUNT TERMS	
a. INSPECTION Destination	b. ACCEPTANCE Destination						

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	Admin Office: U.S.Merchant Marine Academy Division of Procurement USMMA-5206 300 Steamboat Road Kings Point NY 11024-1699 Continued ...					

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME MARAD A/P INVOICES				\$2,480.00		17(i) GRAND TOTAL
b. STREET ADDRESS (or P.O. Box) P.O. BOX 25710				\$2,480.00		
c. CITY OKLAHOMA CITY		d. STATE OK	e. ZIP CODE 73125			

22. UNITED STATES OF AMERICA BY (Signature) 	23. NAME (Typed) Maxmillian Diah TITLE: CONTRACTING/ORDERING OFFICER
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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

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DATE OF ORDER

CONTRACT NO.

ORDER NO.

12/16/2011

DTMA-95-P-2012-0045

ITEM NO (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>Accounting Info: 70121750MA-2012-1PDA000014-0000510000-25215-61006600</p> <p>Contractor Allison Termine will 1. organize miscellaneous collection of historical documents in the custody of the American Merchant Marine Museum currently located in the Museum Director's office to current professional archival practices standards. 2. Contractor will assemble, write and or edit a finding aid to professional standards for this collection in both hard copy and digital format. 3. Enter the collection into the Museum's PastPerfect database. Contractor Allison Termine will provide all transportation, labor, tools and oversight, using acid-free archival boxes, folders and supplies provided by the Museum. It is estimated that the above tasks will take 100 labor hours.</p> <p>Douglas Pader, Contract Specialist DOT/MARAD U.S. Merchant Marine Academy Kings Point, New York 11024 telephone: (516)726-5840 e-mail: paderd@usmma.edu fax: (516)773-5251 DUNS 968191838</p> <p>The total amount of award: \$2,480.00. The obligation for this award is shown in box 17(i).</p>	1	EA	2,480.00	2,480.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$2,480.00

COMMERCIAL CLAUSES

1 52.252-02 CLAUSES INCORPORATED BY REFERENCE

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://acquisition.gov/far/current/html/FARTOCP52.html>

Clause	Title	Date
52.222-03	Convict Labor	June 2003
52.232-01	Payments	April 1984
52.232-08	Discounts For Prompt Payment	February 2002
52.232-25	Prompt Payment	October 2008
52.232-33	Payment by Electronic Funds Transfer-Central Contractor Registration	October 2003
52.243-01	Changes--Fixed Price	August 1987
52.246-01	Contractor Inspection Requirements	April 1984
52.249-04	Termination for Convenience of the Government (Services) (Short Form)	April 1984
52.249-08	Default (Fixed-Price Supply and Service)	April 1984