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Statement of Service for Arrow General Supplies Co. Ltd

This Statement of Service represents a formal proposal by 3D Global Solutions, Inc., to build a scope of services and deliverables for Arrow General Supplies Co. Ltd. Specifically, 3DGS agrees to provide those services and functions to build and market Arrow's products and services to the Federal Government. These services include the full range of acquisition planning, market research, contracting office liaison, program management, solicitation management, contract proposal writing, and contract administration. In addition to these services, 3DGS will conduct onsite training that will introduce Arrow to the Federal marketplace. This training will provide 1), an overview of all the associated processes used in Government contract and acquisition planning, 2) a review of the Federal Acquisition Regulation and key statutes, laws, and policies used in Government acquisitions, a review of the appropriations process and Congressional actions that impact contracting with the Federal Government, and the key agency players and the roles they play in acquisition planning. Arrow would be the prime contractor in most cases and 3DGS will represent the brand to the U.S. Government. In some cases, it would be advantageous to have 3DGS be the prime contractor to take advantage of its Service Disabled-Veteran-Owned Status. The prime/sub relationship will be established as part of the pre-award functions on each contract to maximize probability of successful award.

Acquisition Planning: These services include development and refinement of capabilities, analysis of alternatives, risk analysis, budgeting and forecasting, and competitive analysis.

Market Research: These services are designed to conduct thorough SWOT analysis and provide feedback on market competitiveness.

Contract Office Liaison: Many times contracts require developing and maintaining business relationships with the contracting offices and officers within. This may include personal visits to the offices in forward areas. Our liaison officer is comfortable and capable in this environment and will interface with DESC or the Contracting Officer in Afghanistan. This can sometimes make the difference in winning an award.

Program Management: These services are designed to provide all planning activities and coordinate actions, deliverables, and identify issues.

Solicitation Management: These services take the approved course of action developed during acquisition planning, and match up your capabilities to Federal agency requirements. This phase also looks at risk mitigation in determining the type of solicitation to pursue, i.e., fixed price contract to more complex cost type contracts, and makes recommendations to ensure the right resources are available to successfully pursue these opportunities.



Contract Proposal Writing: These services coordinate and structure the process required successfully bidding and submitting for Federal contracts.

Contract Administration: These services are specifically focused on the management of the contract post-award. These services include payment, receipt, invoicing, billing quality assurance, quality control, contract modification/change support, customer service functions, cost accounting services (CAS) and contract close-out.

Transaction Model:

3DGS will perform all pre-award functions outlined above using the following transaction model:

3DGS will receive \$25,000 monthly retainer from Arrow General Supplies Co. Ltd. This fee will cover expenses, overhead and salaries of personnel dedicated to performing work on the Arrow General Supplies Account.

Upon award, 3DGS will continue to perform all necessary program management and post award functions to completion of contract. 3DGS will receive 10% of the net revenues of the contract as a fee.

All fees paid to 3DGS up through award will be credited as part of the payment due 3DGS in the post award fee.

This document is an abridged version of a more detailed Statement of Service.

In order to move forward, we will need:

1. A signed detailed statement of service from Arrow General Supplies Co. Ltd (3DGS will provide).
2. First monthly retainer fee.