

## GSA Terms and Conditions

- Vendors must have a current GSA Fleet vendor number. Contact the GSA Maintenance Control Center (MCC) if you have any questions. (See below for contact numbers / information)
- Vendors agree to place all repair orders in Auto Integrate (AI), regardless of cost, unless unique situations dictate otherwise (i.e. after-hours repair approval, system outages, etc.).
- 48 CFR § 552.229-70 FEDERAL, STATE, AND LOCAL TAXES (APR 1984). The contract price includes all applicable Federal, State, and local taxes. No adjustment will be made to cover taxes which may subsequently be imposed on this transaction or changes in the rates of currently applicable taxes. However, the Government will, upon the request of the Contractor, furnish evidence appropriate to establish exemption from any tax from which the Government is exempt and which was not included in the contract price. (GSA Fleet does not pay state sales tax and will provide a Tax Exemption letter upon request)
- After-hours support. The GSA MCC only monitors AI Monday thru Friday from 6:00 AM to 9:00 PM EST. For after-hours repair approvals or any payments that cannot wait until the next business day, please contact the WEX Customer Service line. (See below for contact numbers / information)
- Due to Federal Acquisition Regulations, repair orders exceeding the Federal micro-purchase threshold, for automotive repairs, are subject to competition requirements. As such, a MCC specialist will work directly with the vendor for these repair orders to ensure all statutory regulations are met. Additionally, for these repairs, the use of AI does NOT preclude the requirement for vendors to be registered in the System for Award Management (SAM) and be in good standing. These requirements also incorporate after-hours repairs.

### Contact information:

- GSA MCC (866) 400-0411, listen to prompts
  - \*Payments
  - \*Repair order issues not settled within AI
  - \*For Puerto Rico: (855) 213-3241, listen to prompts
- WEX Customer Service (866) WEX-4GSA (866-939-4472)
  - \*Card Issues
  - \*After-hours Support