

Office of Integrated Technology Services (ITS)

CS3 RFP (Solicitation # QTA0015SDA4003)

#### **ATTACHMENT J-6 CS3 Monthly Revenue Report**

#### **CS3 Monthly Revenue Report**

**Reporting Period** - Identify the current Reporting Period (e.g., October 1, 20XX to October 31, 20XX).

**Conntractor Name** – Your Company Name

**Contract Number** – Your CS3 Contract Number

**Task Order Number** – The order number "assigned" by the Ordering Agency.

**Date Received Payment** - Date the payment is received by the vendor from the Agency.

**Invoice Number -** Tracking number of the invoice

**Agency Name** - Name of Agency

**Amount Received from Agency** - Total dollar amount received in payment to the Contractor from the Agency receiving the products and services.

GSA Management Fee Due (2%) - This fee is 2% of the total payment amount received from the Agency for a

**Previous Monthly Balance** - Amount management fees the Contractor owes GSA from the previous month.

**Current Monthly Amount Remitted to GSA** - GSA Management fee amount that the Contractor submitted to GSA for the current month's reporting period.

**Remaining Balance/Carryover to Next Month** - This is the total amount of GSA Management fee due for the current month plus the previous month's balance minus the amount submitted to GSA for the current month.

payment is submitted for the reporting period, the Contractor shall identify all EFT Numbers and Amounts for the reporting period. The total EFT Amount(s) shall total the "Current Monthly Amount Remitted to GSA" identified on the report.

**EFT Date** - Enter the date of the EFT payment

**EFT Amount** - Enter the amount of the EFT payment

Reporting Period: October 01, 2017 to October 31, 2017

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	Contract	Task Order	Date Received			<b>Amount Received</b>	Management Fee
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: November 01, 2017 to November 30, 2017

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	Contract	Task Order	Date Received			Amount Received	Management Fee
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: December 01, 2017 to December 31, 2017

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Contractor Name	Contract Number	Task Order Number	Date Received Payment	Invoice Number	Agency Name	Amount Received from Agency	
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Reporting Period: January 01, 2018 to January 31, 2018

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	Contract	Task Order	Date Received			Amount Received	Management Fee
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: February 01, 2018 to February 28, 2018

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	Contract	Task Order	Date Received			<b>Amount Received</b>	
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: March 01, 2018 to March 31, 2018

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	Contract	Task Order	Date Received			<b>Amount Received</b>	
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: April 01, 2018 to April 30, 2018

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	Contract	Task Order	Date Received			<b>Amount Received</b>	Management Fee
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: May 01, 2018 to May 31, 2018

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	Contract	Task Order	Date Received			<b>Amount Received</b>	Management Fee
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: June 01, 2018 to June 30, 2018

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	Contract	Task Order	Date Received			<b>Amount Received</b>	Management Fee
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: July 01, 2018 to July 31, 2018

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	Contract	Task Order	Date Received			Amount Received	Management Fee
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: August 01, 2018 to August 31, 2018

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	Contract	Task Order	Date Received			<b>Amount Received</b>	Management Fee
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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Reporting Period: September 01, 2018 to September 30, 2018

	Contract	Task Order	Date Received			Amount Received	
Contractor Name	Number	Number	Payment	Invoice Number	Agency Name	from Agency	Due (2%)
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