FirstSource II **Ordering Instructions**



FedStore Contractor Information

FirstSource II Contract Number:

HSHODC-13-D-00005 FEIN: 52-2344133 UEI: CA6PTFD9GKK3 Cage Code: 1VXF6 Terms: NET 30 Days Delivery: 30 Days ARO

Contract Expiration: 12/31/2022

Remit Check Transactions

FedStore Corporation 1 Research Court, Suite 450 Rockville, Maryland 20850

Remit EFT Transactions

FedStore Corporation c/o Wells Fargo Bank, N.A. ABA: 055003201 (ACH) Account: 8635187639

We Accept Purchase Cards

FedStore makes it easy to use your purchase card. We provide level 3 reporting on all purchases—the most comprehensive reporting available.

Please visit us at www.fedstore.com or call toll free at 877.918.4412 or email to sales@fedstore.com

How to Order from FedStore FirstSource II*

STEP 1: AUTHORIZED USER

Creates a Delivery Order Citing:

FirstSource II Contract Number: HSHQDC-13-D-00005

Prime Vendor: FedStore Corporation

Sends the Order to FedStore:



Fax orders and completed forms to 877.887.9665



Email PDF or image files to sales@fedstore.com



Send orders and completed forms to:

FedStore Corporation 1 Research Court, Suite 450 Rockville, Maryland 20850

STEP 3: FEDSTORE

- Processes Your Order
- Delivers Your Equipment & Services
- Invoices Your Agency
- Reports Receipt of Your Order and Delivery Status to the FirstSource II PMO

*Ordering information is available on DHS' FirstSource II website www.dhs.gov/firstsource-ii.

Information provided on the DHS web site supercedes all other information.

