SECURITY CLASSIFICATION OF PR

PROCUREMENT REQUEST

SEE NAVSEA PROCUREMENT REQUEST PREPARATION AND PROCESSING MANUAL SL-205-AA-PRO-010/PR.

NOTICE: THIS DOCUMENT MAY CONTAIN SOURCE SELECTION OR PROPRIETARY INFORMATION RELATED TO THE CONDUCT OF A FEDERAL AGENCY PROCUREMENT

1. PROCUREMENT REQUEST NO.:	2. DATE PR ORIGINATED:	3. REQUIRED AWARD DATE:

4. DESCRIPTION OF PROCUREMENT:

4(a). ACQUISITION PLAN #:

TOTAL ESTIMATED VALUE INCLUDING OPTIONS

4(b). TYPE OF PROCUREMENT:

- ☐ NEW PROCUREMENT (NP)
- ☐ OTHER THAN NEW PROCUREMENT (OTNP)

CONTRACT NUMBER _____

4(c). DESCRIPTION:

- ☐ RESEARCH AND DEVELOPMENT
- ☐ PRODUCTION
- ☐ SERVICES ☐ CAAS
- ☐ ADP ☐ NON CAAS

4(d). RECOMENDED CONTRACT TYPE:

- ☐ CPFF ☐ CPAF ☐ FPR
- ☐ CPIF ☐ FPI ☐ FFP

5. SECURITY CLASSIFICATION OF PROCUREMENT EFFORT/ACCESS:

☐ UNCLASSIFIED ☐ CLASSIFIED (*ATTACH DD254)*

6. RECOMMENDED CONTRACTING PROCEDURE:

- ☐ COMPETITIVE (FULL & OPEN)
- ☐ COMPETITIVE (RESTRICTED)

Recommended Sources Attatched ☐ YES ☐ NO

- ☐ NON-COMPETTIVE

CORPORATE NAME: _____

DIVISION NAME: _____

MAIL ADDRESS: _____

7. DO/DX RATING:

8. PRIOR PROCUREMENT: ***(S = SIMILAR*** *I = IDENTICAL)*

9. COMMENTS/CONDITIONS:

10(a). ORIGINATOR (Name, Code, Telephone):	Date:	10(b). PROJECT ENGINEER/COTR (Name, Code, Telephone)	Date:
10(c). ACQUISITION APPROVING OFFICIAL (Name, Code, Telephone):	Date:	10(d). COMPETITION/CAAS OVERSIGHT MANAGER (Name, Code, Telephone):	Date:

11. RESOURCE SUMMARY (Include All Options):

APPROPRIATION ☐ SCN ☐ WPN ☐ OPN ☐ O&MN ☐ RDT&E ☐ FMS ☐ OTHER

FY		CAAS SERVICES				NON CAAS SERVICES	HARDWARE	TOTALS
		IEC	SAE	MSS	ETS			
	K$							
	MY							
	K$							
	MY							
	K$							
	MY							
	K$							
	MY							
	K$							
	MY							
	K$							
	MY							
TOTAL	K$							
	MY							

12. JUSTIFICATION FOR NON-COMPETITIVE PROCUREMENT:

A. WHAT UNIQUE CAPABILITIES QUALIFY THE PROPOSED CONTRACTOR AS SOLE SOURCE? CAN STATEMENT OF WORK BE MODIFIED TO ALLOW OTHER SOURCES?

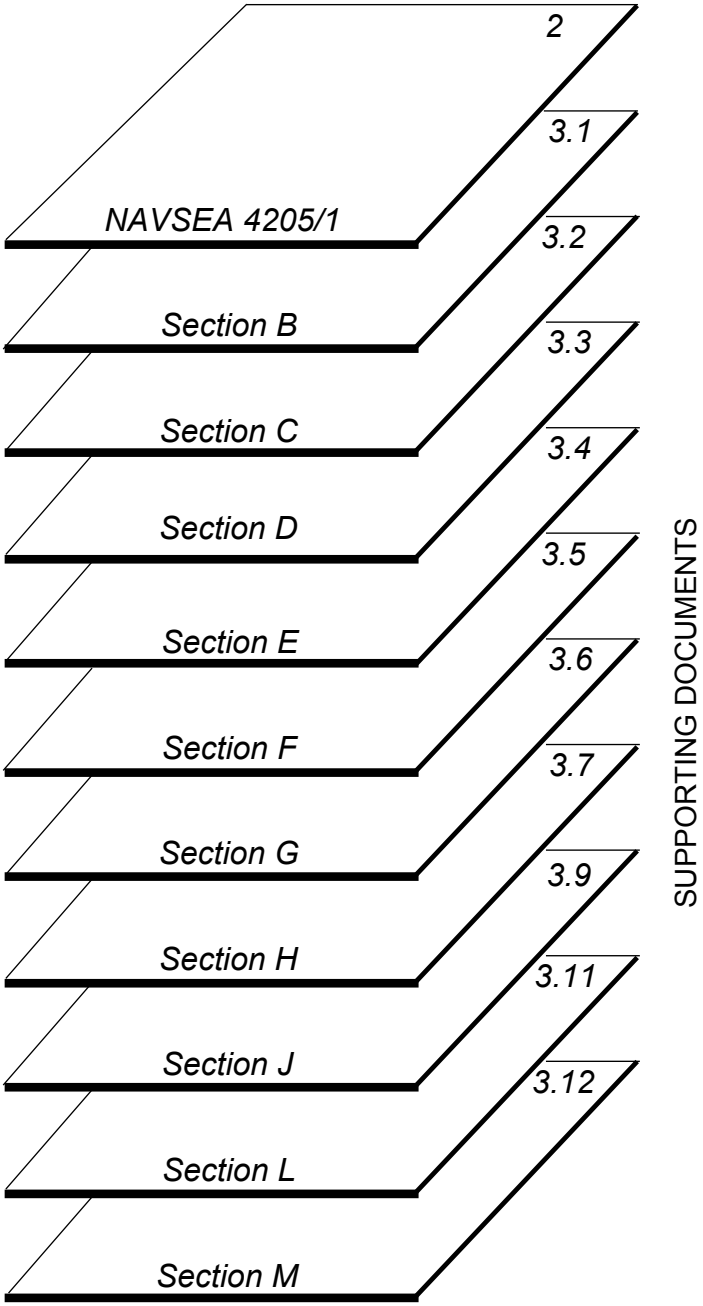
B. WHAT ATTEMPTS ARE BEING MADE TO FOSTER FUTURE COMPETITION?

13. PERFORMANCE PERIOD FOR SERVICES (Include All Options):

STARTING DATE: _____ ENDING DATE: _____

14. HAS A LONG RANGE ACQUISITION ESTIMATE SUBMITTAL BEEN MADE FOR THIS PROCUREMENT? ☐ YES ☐ NO

NEW PROCUREMENT PACKAGE: EXAMPLE



-- NAVSEA FORM 4205/1 PROCUREMENT REQUEST

-- SECTIONS B THROUGH M INCLUDING:

- WORKSHEET - PACKING & MARKING, PREPARATION FOR DELIVERY
- PATENT RIGHTS DOCUMENTATION
- RELIABILITY AND MAINTAINABILITY CHECKLIST
- VALUE ENGINEERING
- DATA REQUIREMENTS REVIEW CHECKLIST
- UNIQUE REQUIREMENTS
- INSPECTION SYSTEM REQUIREMENTS
- COTR NOMINATION LETTER
- PROCUREMENT INTEGRITY DOCUMENTATION
- NAVSEA FORM 4205/20 PERSONAL/ NON-PERSONAL SERVICES QUESTIONNAIRE
- QUESTIONNAIRE FOR TECHNICAL ORGANIZATIONS
- NAVSEA FORM 4280/4 DOCUMENT DISTRIBUTION LIST
- NAVSEA CLAUSES
- NAVSEA FORM 7300/17 FADS
- NAVSEA FORM 7300/14 FAIR SHARE COST JUSTIFICATION FORM
- NAVSEA FORM 4336/1 SHIPPING INSTRUCTION DATA
- DD FORM 254 CONTRACT SECURITY CLASSIFICATION SPECIFICATION
- SPECIAL PERFORMANCE REQUIREMENTS
- DD FORM 1949-1 LOGISTIC SUPPORT ANALYSIS RECORD DATA SELECTION SHEET
- DD FORM 1949-2 PROVISIONING REQUIREMENT STATEMENT
- NAVSEA FORM 4505/19 GOVERNMENT FURNISHED PROPERTY/SERVICES
- NAVSEA FORM 4340/2 GOVERNMENT FURNISHED INFORMATION
- DD FORM 1423 CONTRACT DATA REQUIREMENTS LIST
- SPARE PARTS LIST