

SIMPLIFIED ACQUISITION/FEDERAL SUPPLY SCHEDULE AWARD DOCUMENTATION RECORD

PR Number: Contract/Order Number:

As the Buyer/Contract Specialist, I am recommending award to at \$. My award recommendation is based upon the following:

SCREENING

- 1. Required sources of supply have been screened (FAR 8 / DFARS 208/ FAR 13.003)
 - FPI/UNICOR (FAR 8.6 / DFARS 208.6)
 - Not offered/not required for services.
 - Not comparable to commercial industry.
 - Comparable –
 - Comparable – Waiver
 - JWOD (NIB/NISH) (FAR 8.7 / FAR 13.003)
 - Not offered.
 - Item is essentially the same.
 - Purchase exception obtained.
 - Integrated Material Management (IMM) (DFARS 208.70)
 - No NSN found or Federal Supply Class (FSC) is not centrally managed
 - Urgency Impact Statement Attached
 - Purchase from System not in best interest of the Government in terms of quality, timeliness and cost.
 - >\$100K – IMM has provided waiver to procure locally
 - Statement of the specific advantage of local purchase for an acquisition exceeding the micro-purchase threshold in FAR Part 2 is attached.
 - Coordinated Acquisition - Procurement meets the exception(s) listed in DFARS 208.7003-2:
- 2. Preferred sources of supply reviewed (FAR 8.4 / DFARS 208.4/ FAR 13.003)
 - GSA Federal Supply Schedules (FSS)
 - Schedule no(s) checked.
 - Items are not available under schedule.
 - Items available under GSA FSS number: ; SIN:
 - Expires:
- 3. Other contractual sources reviewed (FAR 13.003)
 - DoD/DoN/IDTC/IDTPO/Local
 - Contract:
 - Expires:

FEDERAL SUPPLY SCHEDULE (FSS) AWARD

BEST VALUE ANALYSIS (FAR 8.4)

The placement of a delivery order under the referenced GSA FSS represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs. Additional Comments: **Per FAR Part 8.404 (d), GSA has previously determined pricing to be fair and reasonable.**

NOTE: This determination may be made based upon a review of MAS contracts by using “GSA Advantage!” on-line shopping service or e-Buy Electronic quote service, or by reviewing the catalogs or price lists of at least three schedule contractors. (Contractor Quotes/Price list information shall be included in the purchase file.) A separate price reasonableness determination is not required.

Factors considered (as applicable):

- Special features (salient characteristics)
- Trade-in considerations

- Probable life of the item selected as compared with a comparable item
- Warranty provisions
- Maintenance availability
- Past performance
- Environmental and energy efficiency considerations
- Other: **DESIGN LAYOUT AND PRICE**

FAIR AND REASONABLENESS PRICE DETERMINATION (FAR 13.106)

I have determined the prices to be fair and reasonable based upon:

Adequate Price Competition: vendors were solicited and quotes were received. After comparing the quoted prices, I consider the quotes to be competitive. See the record of price quotes received.

Other Price Analysis or Comments:

REPORTING REQUIREMENTS

REPORTING REQUIREMENTS (DFARS 204 & 253)

A Contract Action Report (CAR) has been prepared, validated and authenticated prior to the release of this contract/order.

REVIEW AND SIGNATURE – Review Authority must be a PCO or Team Lead

As the Contracting Officer for this award, I have reviewed the above documentation and agree with the award recommendation discussed above.

Prepared By:

		<i>Date</i>

Reviewed By:

<i>Typed Name</i>	<i>Signature</i>	<i>Date</i>