

**PADDs REGULATION REFERENCE TEXT  
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**REGULATION  
CODE:** HS6605

**REGULATION  
REFERENCE:** 52.216-4003

**DATE:** 10/01/2000

**TITLE:** PROCEDURES FOR OBTAINING PRICES AND DELIVERY (USAAMCOM)

**TEXT**

(a) Request for Quotations (RFQs).

(1) The Government will issue a written request (RFQ) for a firm price and delivery schedule. The contractor shall prepare and submit one (1) copy of its proposal to the Procuring Contracting Officer (PCO) within -1- calendar days after receipt of the Government's request, unless a longer period is authorized by the PCO. The proposal shall reference the Government's request, the BOA number, and be accompanied by supporting cost data (reference 52.215-4002 (USAAMCOM), Contract Pricing Proposal, and 52.215-4003 (USAAMCOM), Cost of Money, of this agreement if the proposal is \$550,000.00 or more.) Upon request of the -2-, -3- copies of the proposal shall be forwarded to them. A Subcontracting Plan pursuant to the clause entitled, "Small Business Subcontracting Plan" of this BOA, shall accompany any proposal which exceeds \$550,000.00.

(2) Negotiations shall be conducted by the PCO and the contractor, and shall commence within forty-five (45) calendar days after receipt of the contractor's proposal unless an audit by the Defense Contract Audit Agency is required, in which case negotiations shall commence in sixty (60) calendar days. Upon conclusion of negotiations of a firm-fixed-price and a firm delivery schedule, the PCO shall promptly issue an executed order.

(3) Request for quotations do not commit the Government to pay any direct cost incurred in the preparation of the submission of a proposal. The Government is not obligated to procure or contract for the supplies and data for which the proposal is requested.

(b) Undefinitized Orders for Emergency Buys Only.

The Government may request the contractor to provide a quotation with a not-to-exceed (NTE) price. The NTE price shall be for the total contract action. The Government may subsequently issue an Undefinitized Contract Action (UCA) incorporating the NTE price, with an estimated delivery schedule. The contractor shall prepare and submit one (1) copy of its proposal to the PCO within thirty (30) calendar days after the effective date of the order, unless otherwise specified by the PCO. The proposal shall reference the Government's request, the BOA number, and be accompanied by the supporting cost data (reference 52.215-4002 (USAAMCOM), Contract Pricing Proposal, and 52.215-4003 (USAAMCOM), Cost of Money, of this agreement if the proposal exceeds \$550,000.00.) Upon request of the -2-, 3- copies of the proposal shall be forwarded to them. A preliminary Subcontracting Plan shall be submitted with the contractor's initial quotation pursuant to the clause entitled "Small Business Subcontracting Plan" of this BOA.

(c) Definitization Schedule for Undefinitized Orders.

The contractor shall prepare and submit, within a target of thirty (30) days after acceptance of the order, a proposal for the order. For complex proposals where cost or pricing data and certification thereof is required or significant subcontracting may be involved and current vendor quotes are necessary, the contractor may request an extension of the target for submission of proposal for an additional reasonable time. Any extension granted will not affect the overall definitization period. Definitization shall be completed within 180 days after issuance of the order (this date may be extended but may not exceed the date which is 180 days after the contractor submits a qualifying proposal), or by the date on which the amount of funds expended under the contract action is equal to more than 50 percent of the NTE price. Preliminary Subcontracting Plans shall be definitized in accordance with the clause entitled "Small Business Subcontracting Plan" of this BOA.

(End of clause)