|  |  |  |  |
| --- | --- | --- | --- |
| SUPPLIER NAME  **Click here to enter text.** | | | DATE  **Click here to enter a date.** |
| PROPOSAL VALUE  **Click here to enter text.** | BUYER/SUBCONTRACT ADMIN.  **Click here to enter text.** | | SUBCONTRACT TYPE (Select One from Drop Down)  Choose one |
| PROGRAM NAME  Click here to enter text. | | | GACP NUMBER (enter N/A for internal)  Click here to enter text. |
| PROPOSAL DATE  Click here to enter a date. | PROPOSAL VALIDITY END DATE  Click to enter a date. | PERIOD OF PERFORMANCE  From: Click to enter a date. To: Click to enter a date. | |

*This form to be completed by the supplier and submitted with proposal package*

| **#** | **Requirement - GENERAL INSTRUCTIONS** | **In Proposal Package?** | **If “No” or “N/A”: Provide Explanation**  **If “Yes”: Specify Location within Proposal** | **Buyer Verified** |
| --- | --- | --- | --- | --- |
| **1** | Has a proposal pricing cover sheet (2.SAM.008-002 or equivalent) been included as the first page of the proposal (FAR 15.408, Table 15-2 I.A), or as specified in the Prime Solicitation | Choose one | Click here to enter text. |  |
| **2** | Does the proposal identify the need for Government-furnished material/tooling/test equipment? Include the accountable contract number and contracting officer contact information, if known (FAR 15.408, Table 15-2, Section I Paragraph A(7) | Choose one | Click here to enter text. |  |
| **3** | Does the proposal identify and explain notifications of noncompliance with Cost Accounting Standards Board or Cost Accounting Standards (CAS); any proposal inconsistencies with your disclosed practices or applicable CAS; and inconsistencies with your established estimating and accounting principles and procedures (FAR 15.408, Table 15-2, Section I Paragraph A(8)) | Choose one | Click here to enter text. |  |
| **4** | Does the proposal disclose any other known activity that could materially impact the costs? This may include, but is not limited to, such factors as—  (1) Vendor quotations;  (2) Nonrecurring costs;  (3) Information on changes in production methods and in production or purchasing volume;  (4) Data supporting projections of business prospects and objectives and related operations costs;  (5) Unit-cost trends such as those associated with labor efficiency;  (6) Make-or-buy decisions;  (7) Estimated resources to attain business goals; and  (8) Information on management decisions that could have a significant bearing on costs.  (FAR 15.408, Table 15-2, Sec I, Para C(1) FAR 2.101, “Cost or pricing data”) | Choose one | Click here to enter text. |  |
| **5** | Is an Index of all certified cost or pricing data and information accompanying or identified in the proposal provided and appropriately referenced (FAR 15.408, Table 15-2, Section I Paragraph B) | Choose one | Click here to enter text. |  |
| **6** | Are there any exceptions to submission of certified cost or pricing data pursuant to FAR 15.403-1(b)? If so, is supporting documentation included in the proposal? (Note questions 18-20.) (FAR 15.403-1(b)) | Choose one | Click here to enter text. |  |
| **7** | Does the proposal disclose the judgmental factors applied and the mathematical or other methods used in the estimate, including those used in projecting from known data (FAR 15.408, Table 15-2, Sec I Para C(2)(i)) | Choose one | Click here to enter text. |  |
| **8** | Does the proposal disclose the nature and amount of any contingencies included in the proposed price (FAR 15.408, Table 15-2, Sec I Para C(2)(ii)) | Choose one | Click here to enter text. |  |
| **9** | Does the proposal explain the basis of all cost estimating relationships (labor hours or material) proposed on other than a discrete basis (FAR 15.408 Table 15-2, Section II, Paragraph A or B) | Choose one | Click here to enter text. |  |
| **10** | Is there a summary of total cost by element of cost and are the elements of cost cross-referenced to the supporting cost or pricing data? (Breakdowns for each cost element must be consistent with your cost accounting system, including breakdown by year.) (FAR 15.408, Table 15-2, Sec I Para D and E) | Choose one | Click here to enter text. |  |
| **11** | If more than one Contract Line Item Number (CLIN) or sub Contract Line Item Number (sub-CLIN) is proposed as required by the RFP, are there summary total amounts covering all line items for each element of cost and is it cross-referenced to the supporting cost or pricing data? (FAR 15.408, Table 15-2, Section I Paragraphs D and E) | Choose one | Click here to enter text. |  |
| **12** | Does the proposal identify any incurred costs for work performed before the submission of the proposal (FAR 15.408, Table 15-2, Section I Paragraph F) | Choose one | Click here to enter text. |  |
| **13** | Is there a Government forward pricing rate agreement (FPRA)? If so, the offeror shall identify the official submittal of such rate and factor data. If not, does the proposal include all rates and factors by year that are utilized in the development of the proposal and the basis for those rates and factors? (FAR 15.408, Table 15-2, Section I Paragraph G) | Choose one | Click here to enter text. |  |

| **#** | **COST ELEMENTS** | I**n Proposal Package?** | **If “No” or “N/A”: Provide Explanation**  **If “Yes”: Specify Location within Proposal** | **Buyer Verified** |
| --- | --- | --- | --- | --- |
| **MATERIALS AND SERVICES** | | | | |
| **14** | Does the proposal include a consolidated summary of individual material and services, frequently referred to as a Consolidated Bill of Material (CBOM), to include the basis for pricing? The offeror’s consolidated summary shall include raw materials, parts, components, assemblies, subcontracts and services to be produced or performed by others, identifying as a minimum the item, source, quantity, and price. (FAR 15.408, Table 15-2, Sect II Para A) | Choose one | Click here to enter text. |  |
| **SUBCONTRACTS (Purchased Materials and Services)** | | | |  |
| **15** | Has the offeror identified in the proposal those subcontractor proposals, for which the contracting officer has initiated or may need to request field pricing analysis? (DFARS 215.404-3) | Choose one | Click here to enter text. |  |
| **16** | Per the thresholds of FAR 15.404-3(c), Subcontract Pricing Considerations, does the proposal include a copy of the applicable subcontractor’s certified cost or pricing data? (FAR 15.404-3(c), FAR 52.244-2) | Choose one | Click here to enter text. |  |
| **17** | Is there a price/cost analysis establishing the reasonableness of each of the proposed subcontracts included with the proposal?  If the offeror’s price/cost analyses are not provided with the proposal, does the proposal include a matrix identifying dates for receipt of subcontractor proposal, completion of fact finding for purposes of price/cost analysis, and submission of the price/cost analysis? (FAR 15.408, Table 15-2, Note 1; Section II Paragraph A) | Choose one | Click here to enter text. |  |
| **EXCEPTIONS TO CERTIFIED COST OR PRICING DATA** | | | | |
| **18** | Has the offeror submitted an exception to the submission of certified cost or pricing data for commercial items proposed either at the prime or subcontractor level, in accordance with provision 52.215-20?  a. Has the offeror specifically identified the type of commercial item claim (FAR 2.101 commercial item definition, paragraphs (1) through (8)), and the basis on which the item meets the definition?  b. For modified commercial items (FAR 2.101 commercial item definition paragraph (3)); did the offeror classify the modification(s) as either—  i. A modification of a type customarily available in the commercial marketplace (paragraph (3)(i)); or  ii. A minor modification (paragraph (3)(ii)) of a type not customarily available in the commercial marketplace made to meet Federal Government requirements not exceeding the thresholds in FAR 15.403-1(c)(3)(iii)(B)?  c. For proposed commercial items “of a type”, or “evolved” or modified (FAR 2.101 commercial item definition paragraphs (1) through (3)), did the contractor provide a technical description of the differences between the proposed item and the comparison item(s)? (FAR 52.215-20, FAR 2.101, “commercial item”) | Choose one | Click here to enter text. |  |
| 19 | RESERVED |  |  |  |
| **20** | Does the proposal support the degree of competition and the basis for establishing the source and reasonableness of price for each subcontract or purchase order priced on a competitive basis exceeding the threshold for certified cost or pricing data? (FAR 15.408, Table 15-2, Sec II Para A(1)) | Choose one | Click here to enter text. |  |
| **INTERORGANIZATIONAL TRANSFERS** | | | |  |
| **21** | For inter-organizational transfers proposed at cost, does the proposal include a complete cost proposal in compliance with Table 15-2? (FAR 15.408, Table 15-2, Section II Paragraph A.(2)) | Choose one | Click here to enter text. |  |
| **22** | For inter-organizational transfers proposed at price in accordance with FAR 31.205-26(e), does the proposal provide an analysis by the prime that supports the exception from certified cost or pricing data in accordance with FAR 15.403-1? (FAR 15.408, Table 15-2, Section II Paragraph A(1)) | Choose one | Click here to enter text. |  |
| **DIRECT LABOR** | | | | |
| **23** | Does the proposal include a time phased (i.e.; monthly, quarterly) breakdown of labor hours, rates and costs by category or skill level? If labor is the allocation base for indirect costs, the labor cost must be summarized in order that the applicable overhead rate can be applied. (FAR 15.408, Table 15-2, Section II Paragraph B) | Choose one | Click here to enter text. |  |
| **24** | For labor Basis of Estimates (BOEs), does the proposal include labor categories, labor hours, and task descriptions, (e.g.; Statement of Work reference, applicable CLIN, Work Breakdown Structure, rationale for estimate, applicable history, and time-phasing)? (FAR 15.408, Table 15-2, Section II Paragraph B) | Choose one | Click here to enter text. |  |
| **25** | If covered by the Service Contract Labor Standards statute (41 U.S.C. chapter 67), are the rates in the proposal in compliance with the minimum rates specified in the statute? (FAR subpart 22.10) | Choose one | Click here to enter text. |  |
| **INDIRECT COST** | | | | |
| **26** | Does the proposal indicate the basis of estimate for proposed indirect costs and how they are applied? (Support for the indirect rates could consist of cost breakdowns, trends, and budgetary data.) (FAR 15.408, Table 15-2, Section II Paragraph C) | Choose one | Click here to enter text. |  |
| **OTHER COSTS** | | | | |
| **27** | Does the proposal include other direct costs and the basis for pricing? If travel is included does the proposal include number of trips, number of people, number of days per trip, locations, and rates (e.g. airfare, per diem, hotel, car rental, etc)? (FAR 15.408, Table 15-2, Section II Paragraph D) | Choose one | Click here to enter text. |  |
| **28** | If royalties exceed $1,500 does the proposal provide the information/data identified by Table 15-2? (FAR 15.408, Table 15-2, Section II Paragraph E) | Choose one | Click here to enter text. |  |
| **29** | When facilities capital cost of money is proposed, does the proposal include submission of Form CASB-CMF or reference to an FPRA/FPRP and show the calculation of the proposed amount? (FAR 15.408, Table 15-2, Sec II Para F) | Choose one | Click here to enter text. |  |
| **FORMATS FOR SUBMISSION OF LINE ITEM SUMMARIES** | | | | |
| **30** | Are all cost element breakdowns provided using the applicable format prescribed in FAR 15.408, Table 15-2 III? (or alternative format if specified in the request for proposal)(FAR 15.408, Table 15-2, Section III) | Choose one | Click here to enter text. |  |
| **31** | If the proposal is for a modification or change order, have cost of work deleted (credits) and cost of work added (debits) been provided in the format described in FAR 15.408, Table 15-2.III.B? (FAR 15.408, Table 15-2, Sec III Para B) | Choose one | Click here to enter text. |  |
| **32** | For price revisions/redeterminations, does the proposal follow the format in FAR 15.408, Table 15-2.III.C? (FAR 15.408, Table 15-2, Sec III Para C) | Choose one | Click here to enter text. |  |
| **OTHER** | | | | |
| **33** | If an incentive contract type, does the proposal include offeror proposed target cost, target profit or fee, share ratio, and, when applicable, minimum/maximum fee, ceiling price? (FAR 16.4) | Choose one | Click here to enter text. |  |
| **34** | If Economic Price Adjustments are being proposed, does the proposal show the rationale and application for the economic price adjustment? (FAR 16.203-4 and FAR 15.408 Table 15-2, Section II, Paragraphs A, B, C, and D) | Choose one | Click here to enter text. |  |
| **35** | If the offeror is proposing Performance-Based Payments did the offeror comply with FAR 52.232-28? (FAR 52.232-28) | Choose one | Click here to enter text. |  |
| **36** | Excessive Pass-through Charges– Identification of Subcontract Effort: If the offeror intends to subcontract more than 70% of the total cost of work to be performed, does the proposal identify: (i) the amount of the offeror’s indirect costs and profit applicable to the work to be performed by the proposed subcontractor(s); and (ii) a description of the added value provided by the offeror as related to the work to be performed by the proposed subcontractor(s)? (FAR 15.408(n), FAR 52.215-22, FAR 52.215-23) | Choose one | Click here to enter text. |  |

COMMENTS: Click here to enter text.

I have reviewed the information provided above and assert that responses are current, accurate, and complete for each question posed relevant to the subject proposal submission.

Click here to enter text. Click here to enter text. Click here to enter a date.

Supplier Representative - Name Title Date

Click here to enter text. Click here to enter a date.

GA-ASI Buyer - Name Date

Click here to enter text. Click here to enter a date.

GA-ASI Manager - Name Date