

APPENDIX C
Committee Pricing Formats

All Committee formats have multiple uses. These formats may be used by Nonprofit Agencies and NIB/NISH for submitting proposals to Contracting Activities and must be used for providing information required under PR-3 to the Committee. The Contracting Activities' formats and forms must be used by the Nonprofit Agencies when requested by the CA and must be provided to the Committee, along with the following formats and the Contract Section Schedule B.

Price Proposal
SPF-1

1. Submitting proposals to Contracting Activities.
2. Recommending the Base Price to the Committee at the time of Procurement List addition and for recommending new Base Year.
3. As a cover sheet to forward pricing data and formats requested by the Contracting Activity.

Price Proposal Follow-on Years
SPF-2

1. Submitting proposals to Contracting Activities for Follow-On Year Pricing.
2. Reporting Follow-On Year Pricing agreements to the Committee.
3. Incorporation into a contract's Schedule B upon award of a contract after Procurement List addition.

Price Breakdown
SPF-3

1. Submitting details on cost elements to support proposed prices when required under cost analysis or cost realism analysis.
2. Reporting details on specific price elements to the Committee when required.
3. A tool for Nonprofit Agencies to develop a price proposal.
4. As a cover sheet to forward pricing data and formats requested by the Contracting Activity.

Staffing Breakdown
SPF-4

1. Submitting details on direct labor elements to support proposed prices when required under cost analysis or cost realism analysis.
2. Reporting details on specific price elements to the Committee when required.
3. As a work tool for developing other data required by the Committee for the addition of a project to the Procurement List.

Price Proposal

Date: _____ PL Number: _____ Project Number: _____

Solicitation/Contract Number: _____

Service Name: _____

Service Location: _____

Contracting Office: _____

Contracting Officer: _____

Contracting Officer Phone: _____ Fax: _____ Email: _____

Nonprofit Agency: _____

NPA Contact: _____

NPA Contact Phone: _____ Fax: _____ Email: _____

NIB or NISH: _____

Contact: _____

Contact : Phone: _____ Fax: _____ Email: _____

Service Period: _____ through _____ FOY Agreement? ___ YES ___ NO

Price Proposal:

Price per Year: _____ **Price per Month:** _____

Or

Unit Price: _____ **Quantity:** _____

Certifications:

Contracting Activity Certification: Signature: _____

As Contracting Officer, I certify that I have determined the price recommendation to be fair and reasonable in accordance with The Committee's Pricing Memorandum No. 3 and using the standards set forth in FAR 15.404-1 Proposal Analysis Techniques. The analysis method used for determining the recommended price(s) to be fair and reasonable was: ___ Price Analysis ___ Cost Analysis ___ Cost-realism Analysis ___ Other (Explain)

NPA Certification: Signature: _____

As the Nonprofit Agency representative, I certify that we have participated in development of this FMP recommendation and agree to provide the service according to the pricing terms and conditions of this agreement

CNA Certification: Signature: _____

In accordance with the Code of Federal Regulations (CFR 51-3.2(e) and 51-3.2(i)), as the Central Nonprofit Agency representative, I certify that my organization has participated in the development and/or review of the recommended FMP and that the Contracting Officer has indicated their agreement with the recommended price. I recommend the Committee approve the Fair Market Price.

SPF-1

Price Breakdown

Date: _____ PL Number: _____ Project Number: _____

Solicitation/Contract Number: _____

Service Period: _____ through _____

Service Name: _____

Service Location: _____

Direct Labor: _____

Direct Labor Fringe: _____

Direct Line Supervision: _____

Direct Line Supervision Fringe: _____

Supplies: _____

Equipment: _____

Subcontracts: _____

Other Direct Costs: _____

Total Direct Costs: _____

Overhead/G&A/Net Proceeds _____

ANNUAL BASE PRICE: _____

MONTHLY PRICE: _____

or

UNIT PRICE/Quantity _____

