

**PREAWARD SURVEY OF  
PROSPECTIVE CONTRACTOR  
PRODUCTION**

SERIAL NO. (For surveying activity use)

OMB No.: **9000-0011**  
Expires: 09/30/91

PROSPECTIVE CONTRACTOR

Public reporting burden for this collection of information is estimated to average 24 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (VRS), Office of Federal Acquisition and Regulatory Policy, GSA, Washington, DC 20405; and to the Office of Management and Budget, Paperwork Reduction Project (9000-0011), Washington, DC 20503.

**SECTION I - RECOMMENDATION**

1. RECOMMENDED

- COMPLETE AWARD                       b. PARTIAL AWARD (Quantity: \_\_\_\_\_ )                       c. NO AWARD

2. NARRATIVE (Cite those sections of this report which substantiate the recommendations. List any other backup information in this space or on attached sheet if necessary. Identify any formal systems reviews and state results.)

IF CONTINUATION SHEETS  
ATTACHED - MARK HERE

<b>3. SURVEY MADE BY</b>	a. SIGNATURE AND OFFICE (Include typed or printed name)	b. TELEPHONE NUMBER (Include are code)	c. DATE SIGNED
	<b>4. SURVEY REVIEWING OFFICIAL</b>	a. SIGNATURE AND OFFICE (Include typed or printed name)	b. TELEPHONE NUMBER (Include are code)

**SECTION II - PLANT FACILITIES**

1. SIZE OF TRACT		4. DESCRIPTION AND TYPE OF BUILDING(S)				
2. SQUARE FEET UNDER ROOF		3. NO. OF BUILDINGS	<input type="checkbox"/> OWNED <input type="checkbox"/> LEASED <i>(Give expiration date)</i>			
5. SPACE				6. MISCELLANEOUS PLANT OBSERVATIONS		
TYPE		SQUARE FEET	ADE- QUATE	INADE- QUATE	<i>(Explain any items marked "NO" on an attached sheet.)</i>	
MANUFACTURING	a. TOTAL MANUFACTURING SPACE				a. GOOD HOUSEKEEPING MAINTAINED	
	b. SPACE AVAILABLE FOR OFFERED ITEM				b. POWER AND FUEL SUPPLY ADEQUATE TO MEET PRODUCTION	
STORAGE	c. TOTAL STORAGE SPACE				c. ALTERNATE POWER AND FUEL SOURCE AVAILABLE	
	d. FOR INSPECTION LOTS				d. ADEQUATE MATERIAL HANDLING EQUIPMENT AVAILABLE	
	e. FOR SHIPPING QUANTITIES				e. TRANSPORTATION FACILITIES AVAILABLE FOR SHIPPING PRODUCT	
	f. SPACE AVAILABLE FOR OFFERED ITEM				f. OTHER <i>(Specify)</i>	
	g. AMOUNT OF STORAGE THAT CAN BE CONVERTED FOR MANUFACTURING, IF REQUIRED				g.	
					h.	

**SECTION III - PRODUCTION EQUIPMENT**

	LIST MAJOR EQUIPMENT REQUIRED <i>(Include GFP and annotate it as such)</i>	QUANTITY REQUIRED FOR PROPOSED CONTRACT (b)	TOTAL QTY. REQD. DURING LIFE OF PROPOSED CONTRACT (c)	QUANTITY ON HAND (d)	CONDI-TION (e)			QUANTITY SHORT* <i>(Col. (c) minus (d))</i> (f)	SOURCE, IF NOT ON HAND (g)	VERIFIED DELIVERY DATE (h)
					G	F	P			
1. MANUFACTURING										
2. SPECIAL TOOLING										
3. SPECIAL TEST										

\* Coordinates shortage information for financial implications.

**SECTION IV - MATERIALS, PURCHASED PARTS AND SUBCONTRACTS**

**1. PARTS/MATERIALS/SUBCONTRACTS WITH LONGEST LEAD TIME OR CRUCIAL ITEMS**

DESCRIPTION (a)	SOURCE (b)	VERIFIED DELIVERY DATE TO MEET PROD. (c)

2. DESCRIBE THE MATERIAL CONTROL SYSTEM, INDICATING WHETHER IT IS CURRENTLY OPERATIONAL, AND EVALUATE ITS ABILITY TO MEET THE NEEDS OF THE PROPOSED ACQUISITION.

**SECTION V - PERSONNEL**

1. NUMBER AND SOURCE OF EMPLOYEES					2. SHIFTS ON WHICH WORK IS TO BE PERFORMED			
TYPE OF EMPLOYEES	NO. ON BOARD	ADD. NO. REQUIRED	AVAIL.		SOURCE	<input type="checkbox"/> FIRST	<input type="checkbox"/> SECOND	<input type="checkbox"/> THIRD
			YES	NO		3. UNION AFFILIATION		
a. SKILLED PRODUCTION								
b. UNSKILLED PRODUCTION								
c. ENGINEERING								
d. ADMINISTRATIVE								
e. <b>TOT. (Lines A thru D)</b>								

AGREEMENT EXPIRATION DATE

4. RELATIONSHIP WITH LABOR INDICATES PROBLEMS AFFECTING TIMELY PERFORMANCE OF PROPOSED CONTRACT (If "Yes," explain on attached sheet)

YES       NO

**SECTION VI - DELIVERY PERFORMANCE RECORD**

**SECTION VII - RELATED PREVIOUS PRODUCTION (Government)**

PAST YEAR PRODUCTION		GOVERNMENT CONTRACT NUMBER *	PERFORMANCE		QUANTITY	DOLLAR VALUE (\$000)
ITEM NOMENCLATURE (a)	NATIONAL STOCK NO. (NSN) (b)		ON SCHED. (d)	DELIN-QUENT (e)		

\* Identify identical items by an asterisk (\*) after the Government contract number.

**SECTION VIII - CURRENT PRODUCTION**

*(Government and civilian concurrent production schedule using same equipment and/or personnel as offered item)*

ITEM(S) (Include Government Contract No., if applicable. Identify unsatisfactory performance with asterisk(*).)	MONTHLY SCHEDULE OF CONCURRENT DELIVERIES (Quantity)											
	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	BAL.	
1. BEING PRODUCED												
2. PENDING AWARD												

**SECTION IX - ORGANIZATION AND MANAGEMENT DATA**

Provide the following information in SECTION I NARRATIVE:

1. Describe the relationship between management production, and inspection. Attach an organization chart, if available.
2. Describe the prospective contractor's production control system. State whether or not it is operational.
3. Evaluate the prospective contractor's production control system in terms of (a) historical effectiveness, (b) the proposed contract, and (c) total production during performance of the proposed contract.
4. Comment on or evaluate other areas unique to this survey (include all special requests by the contracting office and any other information pertinent to the proposed contractor item classification).