

REIMBURSABLE AGREEMENT

Authority: The Economic Act of 1932, as amended (31 U.S.C. 1535 and Comptroller General  
Decision of 1978 C57 Comp Gen 682)

3. TO:

4. Responsible ITA Organization Unit

4a. Concurrence of Program Official

5. Billing will be for Estimated Amount

6. Estimated Costs

Other Billing Arrangement (Specify)

F.Y. \_\_\_\_\_ \$ \_\_\_\_\_

7. Accounting Codes Chargeable

8. Description of services or activities, special conditions, and reference to pertinent regulations and communications.

(If additional space is needed, use attached sheet)

9. APPROVALS:

For Reimbursing Agency:

For to be Reimbursed:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

This Agreement May be Amended with the Mutual Consent of Both Parties

Please return one signed copy to Director, Office of Financial Management, International Trade Administration,  
U.S. Department of Commerce, Room H-4116, Washington, D.C. 20230

ITA-2080  
11/04

**U.S. DEPARTMENT OF COMMERCE**

**MEMORANDUM OF UNDERSTANDING  
DETERMINATION AND FINDINGS  
(Pursuant to 48 CFR 17.503)**

ITA

warrants:

\_\_\_\_\_  
(Organization Name)

Note: Place an "X" in each space for each finding to indicate it has been substantiated.

- That sufficient funding amounts are available;
- That this agreement is in the best interest of the United States; and
- That the services requested cannot be provided by contract as conveniently or cheaply by a commercial enterprise.

It has been determined that this Economy Act agreement:

Note: Place an "X" in each space for each determination that applies.

Does not require contracting action by the servicing agency; or

\_\_\_\_\_ Does require contacting action by the servicing agency and that one of the following circumstances exists:

\_\_\_\_\_ The acquisition will appropriately be made under an existing contract of the servicing agency, entered into before placement of the order, to meet the requirements of the servicing agency for the same or similar supplies or services.

\_\_\_\_\_ The servicing agency has capabilities or expertise to enter into a contract for such supplies or services which is not available within the requesting agency; or

\_\_\_\_\_ The servicing agency is specifically authorized by law or regulation to purchase such supplies or services on behalf of other agencies.

If the servicing agency is not covered by the Federal Acquisition Regulations, approval of the D&F may not be delegated below the senior procurement executive of the Department.

Mary Ann McFate, Director

03/19/04

\_\_\_\_\_  
(Signature and Title)

\_\_\_\_\_  
(Date)

Office of Organization and Management Support

\_\_\_\_\_  
(Office Name)

